**CURRICULUM COMMITTEE [DRAFT]**

Minutes

October 07, 2016

Present: Dave Bradley, Lars Campbell, Carol Dodson, Megan Feagles, Jackie Flowers, Bev Forney, Sue Goff, Terry Mackey, Brenda Marks, Lupe Martinez, Lilly Mayer, Gwenda Richards Oshiro, Cynthia Risan, Laurette Scott, April Smith, Tara Sprehe, Dru Urbassik (recorder), Bill Waters, Ryan West

Not Present: Matthew Altman, Dustin Bare, Elizabeth Carney, Barry Kop, Carrie Kyser, Mike Mattson, Jeff McAlpine, Tracy Nelson, Shelly Tracy

Guests: None

1. **Welcome & Introductions**—Terry Mackey
2. **Minutes**

The June 3rd meeting minutes were approved.

**Motion to approve, approved.**

1. **Consent Agenda**

Item #1: Course Number Changes

Item #2: Course Credit/Hours Change

Item #3: Course Title Change

Item #4: Outlines Reviewed for Approval

**Action: Committee voted to approve consent agenda, except for the following:**

**ART-131-** *The whole course outline still has “understand” in the SLOs. “Demonstrate an understanding of drawing” and “formulate an ethical understanding.”*  ***Send back to department for SLO updates and resubmit.*** *Does the name affect the transferability of courses? Did we check with University partners? Rule of thumb: if the course transfers as an elective it is considered transferable*

**ART-132-** *Same issue as ART-131.* ***Send back to department for SLO updates and resubmit.***

**APR-110UM-** *SLOs Need to standardize commas or semi-colons. There is a mix in punctuation. Move to adjust handbook that the format should be that at the end of SLOs there shall be a semicolon. At the end of the last SLO should be a period. Motion: approved.*

**Motion to approve with SLO semicolon changes**

**APR-111UM-***SLO 3 and 4 seem to be the same. SLO 3 states that one can solve the equations and SLO 4 states that one can develop the equations. These are similar, but different.* ***Motion to approve, approved***

**APR-116UM-** *major topic outline and SLOs. 14 SLOs, but fewer major topic outlines. It seems like the two have been reversed. Perhaps we need clarification from the submitter?* ***Motion to send back to department for clarification on SLOs. If the SLOs are based on external body standards then the course outline is approved. Motion to approve with restrictions.***

**APR-115UW-** *SLO 4 and 6 seem to be the same. Bill thinks that SLO may be standard. This is PGE’s apprenticeship. Number 5 sounds like the students are just reviewing information. Is this a peer review or just reviewing information in your head?* ***Moved to approve, approved.***

**APR-117UW-** *SLO 14 and 15 seem to be the same. Again, might be standard. Cynthia will check with the department to see of the SLOs are from a standard body/ agency.* ***If the SLOs cannot be updated they will be approved.***

**APR-119UW-** *Again, might be standard. Cynthia will check with the department to see of the SLOs are from a standard body/ agency.* ***If the SLOs cannot be updated they will be approved.***

**APR-125UW-** *Again, might be standard. Cynthia will check with the department to see of the SLOs are from a standard body/ agency.* ***If the SLOs cannot be updated they will be approved.***

*When a document comes before the Curriculum Committee, the committee is able to review the entire document and is not limited to the singular issue that brought the document to Committee. The Committee may recommend additional changes to the submitter based on the results of the review.*

***Motion to approved, approved.***

1. **Informational items**

**2016-17 Review Teams**

*Terry Mackey*

* Reviewed the new team structure with Curriculum Committee
* The division determines how they want to review their outlines
* Arts & Sciences, not Arts & Letters
  + Dru updated and posted to the 10.21 meeting documents
* Divisions will review their own outlines, then CC will review them
* This is an effort to help the issue with the full committee receiving outlines with outstanding issues
  + By having each division own the review of their own outlines it will be easier for those teams to work with their peers
  + Everyone on the committee needs to review theses outlines before they come here. That way everyone is ready for the dialogue
* Carol – it takes a long time to understand the whole process. She is concerned that it might take a while to get everyone up to par if the review teams invite peers who are not part of curriculum committee to join the review teams
* The only thing that is being reconfigured are the review teams. An additional layer of reviewing is not being added
* Peers would keep people accountable and Deans could help facilitate that
* Some committee members found it reassuring that someone who has some background with the outline content would be conducting the outline review
* A counter argument is that committee members may learn more about the college when reviewing outlines in areas that they are not familiar with
* **This topic will be brought back to Committee next meeting.**

1. **Old Business**

***2017-17 Membership***

*Terry Mackey*

* Curriculum
* Brenda- development is still the name. “Basic Skills Development”
* Why do we have 2 for Art, Comm, TA, Journalism, FL, and Music
  + Could we make one “At Large”?
    - Change to faculty at large
    - Motion, second, approved
  + Bills suspects that DMC might had had a slot in a different division and moved to A&S which resulted in a double listing
* Sue Caldera’s position needs to be filled
* Lupe- update dates, Lilly and Jackie too!

***Standard CWE SLOs***

*Terry Mackey*

*Pam Clem*

* *October 26th, the sub-committee is meeting. Kara Leonard and Dustin Bare*
  + *Copy Laurette Scott*
  + *Dru will contact Kara, Dustin, and Laurette to see if they can report back the first meeting of November*
  + *If they can’t report back during the first November meeting then the CWE SLOs will be added to the agenda for the second meeting in November*

1. **New Business**

***Program Amendments***

***AAS, Water & Environment Technology***

* *A recommendation of COMM-100 was added to the Human Relations Requirement*
* *MTH-082E was moved to from the winter term of the second year to the fall term of the second year*
* *A CPR card can now satisfy the HE-252 requirement*
  + *Students who have HE-252 waived due to having a current CPR card must still make up the 3 credit hours they would have earned by passing HE-252*
* ***Move to approve, approved***

***CC, Water and Environment Technology***

* *A recommendation of COMM-100 was added to the Human Relations Requirement*
* ***Move to approve, approved***

***CC, High Purity Water***

* *Terms were updated, no new courses were added to the certificate*
* *These changes allow students to earn the certificate in two terms instead of three*
* *Students who have to leave the WET Certificate of Completion degree program due to work or other circumstances would be able to be awarded the High Purity Water certificate given that they completed their first two quarters*
* ***Move to approve, approved***

*-Meeting Adjourned-*

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| **Next Meeting for 2015-16: October 21, 2016 CC127 8-9:30am** |