**CURRICULUM COMMITTEE [DRAFT]**

Minutes

October 21, 2016

Present: Dave Bradley, Lars Campbell, Elizabeth Carney, Jackie Flowers, Sue Goff, Barry Kop, Terry Mackey (Chair), Mike Mattson, Jeff McAlpine, Tracy Nelson, Gwenda Richard Oshiro, Cynthia Risan, Laurette Scott, Tara Sprehe, Shelly Tracy, Dru Urbassik (recorder), Bill Waters, Ryan West, Donna Larson, Kelly O’Grady, Tatyana Pevchenko, Kevin Villanueva, Carol Dodson

Not Present: Matthew Altman, Dustin Bare, Megan Feagles, Bev Forney, Carrie Kyser, Lilly Mayer, April Smith

Guests: Katelynn Kahn, Nora Brodnicki

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

 The September 23rd and October 7th 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:**

*APR- 1121UM***-** remove per Shelly Tracy’s request. There is a new list of standard SLOs that need to be used for some APPR courses, but they are not included on this outline. The outline has been pulled in order to update the SLOs to the appropriate terminology.

1. **Informational items**

 **2016-17 Review Teams**

*Terry Mackey*

* *New Organization Structure*
	+ *Three review teams represented by the Divisions*
	+ *The Divisions can determine how they want to review their outlines*
	+ *Deans are part of the review teams as facilitators*

* *Outlines to review*
	+ *Priority 1- New and Critical*
	+ *Priority 2- Roll-over from last year*
	+ *Priority 3- New 5-year cycle for review*
* *Review teams will review outlines in the above order*
* *The Curriculum Office will provide an updated tracking list every Tuesday following each Curriculum Committee meeting*
* *Please reach out to Bill Waters for suggestions on how to tackle these outlines*
* *Terry suggests to project the outlines on a screen and review them as a team*
* *If you are looking at course outlines that are in your area it may be easier or quicker to review the outlines because as a reviewer you may already have some knowledge about the content*
* *Dru will do a 5 year projection of the number of outlines each divisions will have to review each year*
* *Terry motioned to have the Committee accept the new model as the model we will use this academic year. The Committee will also create a list of objectives around this model and will review them fall term 2017.* ***Motion approved.***
* *Terry invited the ASG representatives to be involved as well. If they are interested they may reach out to Terry Mackey for more information.*
1. **Old Business**

 ***2016-17 Membership***

*Terry Mackey*

 *Vacancies*

* *Terry sent an email to the part-time faculty chair asking for a suggestion of who can fill this the part-time faculty vacancy*
* *Sue is working on her one vacancy*
* *Cynthia will work on filling Sue Calderas previous spot*

*Do we need to include CBI on Curriculum Committee?*

* *This has been added as an agenda item for the November 4th meeting*
1. **New Business**

***New Courses***

 ***MUS-171 Sound Design for Media***

*Lars Campbell*

* *This course will eventually be a part of the Sound and Audio focus area for DMC*
* *The content of MUS-171 use to be in DMC-242*
* *This courses focuses on how to create sounds effects for video games and music*
* *Terry- looked at the text and articles available for the software used in this course, there are good resources if they are needed*
* ***Move to approve, approved***
1. ***Agenda items for November 4th***
	* Notification Process
		+ What is our or should be our process for notifying departments that their outlines were not approved by Curriculum Committee
	* Membership List-
		+ addition of faculty members from CBI and CPR
	* Related Instruction- Cynthia Risan

*-Meeting Adjourned-*

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| **Next Meeting for 2015-16: November 4, 2016 CC127 8-9:30am** |