**CURRICULUM COMMITTEE**

Minutes

January 20, 2017

Present: Dustin Bare, Dave Bradley, Lars Campbell, Elizabeth Carney, Carol Dodson, Megan Feagles (recorder), Jackie Flowers, Bev Forney, Sue Goff, Donna Larson, Terry Mackey (Chair), Lupe Martinez, Lilly Mayer, Jeff McAlpine, Laurette Scott, April Smith, Shelly Tracy, Bill Waters, Ryan West, Mary Jean Williams

Not Present: Matthew Altman, Nick Hamel, Barry Kop, Carrie Kyser, Brenda Marks, Mike Mattson, Tracy Nelson, Gwenda Richards Oshiro, Cynthia Risan, April Smith, Dru Urbassik

Guests: Jaime Clark, Jeff Ennenga, Katelynn Karch, Eric Lee

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

The December 20th meeting minutes were approved.

-Add Bill Waters to attendance record for 12/20/16

**Motion to approve with changes, 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

Motion to approve, approved.

**Action: Committee voted to approve consent agenda**

1. **Informational items**

**Review Committee Updates**

*Terry Mackey*

* New way to review course outlines started this year. This is an opportunity to talk about how it’s going
* Arts and Sciences thinks it’s going well
* TAPS agrees it is streamlining the process

**Program Information Updates**

*Bill Waters*

* Received 1st substantive change approval from NWCCU since we submitted the new process
* AAS Landscape Management: Arboriculture Option, Associate of Science Area of Emphasis in English at PSU, and Associate of Science Area of Emphasis in English at OSU
* Big deal that NWCCU is satisfied with the new process
* Took about 2 months

**New Catalog Layout for Program Curriculum Breakdowns**

*Dustin Bare*

* Dustin Bare
* This was part of student planning and guided pathways
* Change from term-by-term to grouped by core classes
* This is on hold for now
* Going to reach out to students over the next few terms to get input from students
* Moving forward in the 17-18 catalog

1. **Old Business**

***CLA PLOs***

*Terry Mackey*

* Took a look at last meeting and it was decided that the wording should be changed
* This will be rolled over to the next meeting

***Course Inactivation Exception Process***

*Terry Mackey*

* Looked over at last meeting and haven’t received any suggestions
* Agenda indicates “Discussion” , Terry would like to get it formally approved and add to process document
* **Motion to approve, approved**

1. **New Business**

***Program Amendments***

*Eric Lee*

***AS Engineering at George Fox***

***AS Engineering at OSU- Biological***

***AS Engineering at OSU- Chemical***

***AS Engineering at OSU- Civil***

***AS Engineering at OSU- Electrical***

***AS Engineering at OSU- Environmental***

***AS Engineering at PSU***

* Typically Engineering degrees push the max credit limit. Universities require more than 180 credits for every field. Many of the courses offered by Clackamas are more credits than offered by Universities. For example, Physics is 5 credits here, 4 at Oregon State.
* Most of the changes are based on changes made at the Universities
* **Motion to approve, approved**

**Construction Engineering Management**

*Eric Lee*

* Construction EngineeringManagement degree was suspended because we didn’t have 90 credits available here. Talked about using OSU requirements for that degree.
* **Motion to approve, approved**

**New Courses**

***FRP-250* *Wilderness VI: Basic Tool Use and Care***

*Jeff Ennenga*

* 20 hour lect/ab offered over 5 weeks
* Some gaps in knowledge in basic hand tool care/use/maintenance. Also intro to chainsaws
* Lacking an intermediate course and this will serve as that course and prepare students for employments
* **Motion to approve, approved**

***HD-180A* *Career Development Internship Seminar***

***HD-180B Career Development Internship***

*Lupe Martinez*

* Not really new, split off of HD-180
* Part of class is done on campus, and students do internship on-site
* **Motion to approve, approved**

***HS-290 Special Topics in Human Services***

*Laurette Scott*

* Placeholder for elective courses
* Variable credit
* “Name of degree” spelled incorrectly – “Generalist”
* **Motion to approve with changes, approved**

***J-225 Intermediate College Newspaper: Writing & Photography***

***J-235 Advanced College Newspaper: Writing and Photography***

*Melissa Jones*

* These are modifications of J-215
* Many students were retaking the class so it will now be split up for financial aid purposes
* Variable credit courses
* It potentially should be lecture/lab
* **Tabled until next meeting (2/3/17)**

***WR-250 Book Promotion***

*Jeff McApine*

* Final course in publishing track for AS in English
* Already taught as a 199
* **CHANGE:** SLO #5: “apply industry standard software” instead of “demonstrate an understanding”
* **Motion to approve with changes, approved**

***Program Suspensions***

***AAS, Retail Management***

*Michael Moiso*

* This has been in the works for about 2 years so hasn’t really been offered for the past 2 years and they want to make it official
* Keeping the certificates, but suspending the AAS
* The program won’t be officially suspended until NWCCU approves
* **Motion to approve, approved**

*-Meeting Adjourned-*

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| **Next Meeting for 2016-17: February 3, 2017 CC127 8-9:30am** |