**CURRICULUM COMMITTEE**

Minutes

March 03, 2017

Present: Dustin Bare, Dave Bradley, Lars Campbell, Elizabeth Carney, Carol Dodson, Megan Feagles, Jackie Flowers, Sue Goff, Carrie Kyser, Donna Larson, Terry Mackey (Chair), Lupe Martinez, Mike Mattson (Alternate Chair), Lilly Mayer, Jeff McAlpine, Tracy Nelson, Tara Sprehe, Dru Urbassik (Recorder), Bill Waters, Ryan West, MaryJean Williams

Not Present: Bev Forney, Nick Hamel, Barry Kop, Gwenda Richards Oshiro, Cynthia Risan, Laurette Scott, April Smith, Shelly Tracy

Guests: Ida Flippo, Katelyn Karch, David Plotkin, Teri Olsen

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

The February 17th meeting minutes were approved.

Fix Carrie Kyser’s name

**Motion to approve, approved with changes.**

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 except for MA-110.**

**MA-110**

Course Description

* “students will have the ability to read and comprehend….”
  + Sounds like a SLO instead of a description
  + Also includes the reading and comprehending of content and medical records
* Motion to change “have” to develop
* Outline updated
* Approved

1. **Informational items**

**General Education Project**

*David Plotkin*

The General Education Project is a result of transfer discussions from students and outside organizations. We want to understand how our courses transfer, particularly for those students who are not completing transfer degrees. Are general education courses transferring as gen ed to other institutions?

* we shouldn’t be marking courses as general education if they do not transfer as general education credit at another school
* a rough draft of a general education course list and transfer status was presented
  + Dustin’s team is still working on this list
  + Preference is to highlight the gen ed transferrable courses
  + Will be completed by the beginning of April
* Don’t most of the colleges call these courses something other than gen ed?
  + We are looking to see if they are meeting a specific transfer at another institution instead of an elective
    - Example: freshman inquiry
* Starting with five schools
  + Most of our students transfer to these five schools
* Is this to help students with transfer or to make terminology the same between institutions
  + The main focus is to make sure we know how our courses transfer
  + If a CCC gen ed only transfers as an elective, should it be on the gen ed list?
  + Is the thought that some of the gen ed courses on the list might be pulled off that list?
    - This is a possibility or they could be advertised in a different manner
    - We want to make sure that we aren’t encouraging students to take courses for a reasons such as transfer only to find out that they don’t transfer to a high institution at a certain level. We are setting students up to pay/borrow more funds and lengthen their educational plan
  + We need to assess this for student success
    - Will use assessment results to judge how we are doing and how we can approve
* Transferology
  + Web tool that shows how courses transfer to other schools
* Next Steps
  + The information will be reviewed by Curriculum Committee when brought back later in Spring
  + If anyone has feedback about the spreadsheet, please contact Dustin Bare

**Related Instruction- Add HD-161**

*Jackie Flowers & Lupe Martinez*

* The last time we had a related instruction change it was a new business item
* There are no other course changes, just changing to related instruction
* In the past there was a sub-committee that would look at the different related instruction areas
* What was the criteria?
  + For human relations it must help students require skills to relate to others
  + Not the acquisition of theory
  + We now have a human relations learning outcome that should be addressed as well
* This is a human relations application course
  + The outcomes of the course were reviewed
  + The committee reviewed the related instruction outcomes and compared them to the course outline
    - The course outline seems to meet requirements
    - The course outcomes are level one outcomes and do not speak to application
      * This sounds more like an awareness and not an ethical alignment
      * Awareness is theory, not application
      * Reviewed Bloom’s Taxonomy for better terminology
    - There should be a mix of lower and higher level outcomes
  + Motion to approve the course for related instruction with department terminology changes for the SLOs
  + Two members opposed

**Program Amendments from 2/17/17**

*Lars Campbell*

Music Performance & Technology, AAS

Music Technology, Certificate

* Reviewed the final changes
* No additional questions or concerns

1. **Old Business**

**Program Amendments**

*Yvonne Smith*

Criminal Justice, AAS

* Added a credit to a course, from 3 to 4
* Advisory committee suggested that they make CJA-201 or CJA-101, no longer required to take both
* This allowed the department to add three electives
* Added a world languages elective
* Moved terms to reflect the correct frequencies
* Motion to approve, approved

Corrections, AAS

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* Advisory committee suggested that they make CJA-201 or CJA-101, no longer required to take both
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1. **New Business**

*Course Approvals*

*HPD-200 Critical Care Training Program*

*Teri Olson*

* *Program that was started in customized training, request by Providence Medical Group*
* *Curriculum is provided by a third party vendor*
* *CCC faculty instructs the course*
* *Not open exclusively to providence, but most of the courses are held on one of their campuses*
* *Do the credit hours reflect accurately to the contact hours*
  + *They do*
* *Motion to approve, approved*

1. *Next meeting*
   1. *Update edit course process documents to include related instruction and general education*

*-Meeting Adjourned-*

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