**CURRICULUM COMMITTEE**

Minutes

May 5, 2017

Present: Dustin Bare, Carol Dodson, Megan Feagles, Jackie Flowers, Bev Forney, Sue Goff, Carrie Kyser, Donna Larson, Terry Mackey Lupe Martinez, Mike Mattson, Lilly Mayer, Jeff McAlpine, Tracy Nelson, April Smith, Tara Sprehe, Dru Urbassik, Bill Waters, MaryJean Williams

Not Present: Dave Bradly, Lars Campbell, Elizabeth Carney, Nick Hamel, Barry Kop, Cynthia Risan, Laurette Scott, Shelly Tracy, Ryan West

Guests: Eric Lee

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

 The April 7th meeting minutes were approved.

 **Motion to approve, approved.**

 **Add in the attendees.**

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

 **Approved except for**

 **GIS-281- Course Description issues, send back to submitter**

 **HD-130: SLO 1, 2, and 5.**

 **1 &2: As demonstrated through… course assignments**

 **5: sounds like an**

 **Tara will follow up with Nicole on this outline**

 **HOR-232: Course Description**

 **“learn”, do we know the students will learn**

 **Send back to department**

 **MTH-080 – okay, review of hours only, slos need work**

 **Approved**

**HD-221: The title says interpersonal communications, but this course does not sound like interpersonal communications. The outcomes are more about group communication (common visions), listening skills, growth opportunities. Could this title be changed? Referr back to John Ginsberg and have him contact the communication department.**

1. **Informational items**

 ***New Non-credit courses***

 ***ENGR-221L, ENGR-222L, ENGR-223L***

* *The department would like to decouple the labs*
* *Will allow the department to offer multiple lab sections*
* *Able to offer two different lab sections at the same time*
* *Allows for more flexibility in student schedules*
* *Should not impact transferability*
	+ *PSU has a zero credit lab as well*
* *No additional concerns from the Committee*

**College Council Committee Annual Report**

* Reviewed Terry’s PowerPoint presentation for College Council
* Add Donna Larson and Mike Mattson to the membership list
* Megan will send him the list of membership
* Perhaps we could add the number of courses that were reviewed as well
* Minor grammatical and spelling errors were fixed during the meeting

1. **Old Business**

 **Reading Requirements in Requisites**

* Dustin verified that Acuplacer does not place into RD-115
* Camilo doesn’t know how students are getting into RD-115
* No further updates
* Carrie Kyser suggested that Terry reach out to Dave Mount or Amanda Coffey

 **Curriculum Committee Chair Timeline**

* Terry created a rough timeline of yearly rotation of agenda items
* The Committee reviewed the timeline
	+ Suggestion to let the Deans know before the summer break where membership gaps exist
	+ Curriculum Office to contact Deans about membership
* Maybe this should be named “Curriculum Calendar”
	+ Committee agreed to this change

 **General Education and Related Instruction Certification Committee Selection**

* Graduation Services would like to have representative on both committees
* Related Instruction
	+ April Smith
	+ Donna Larson
	+ MaryJean Williams
	+ Tracy Nelson
	+ Carol Dodson
* General Education
	+ Jackie Flowers
	+ Tara Sprehe
	+ Sue Goff
	+ Dustin Bare
	+ Jeff McAlpine
* These teams will start their work in October 2018
* Will this team review these courses over the summer
	+ They will have to wait unless the committee can report to the summer session of Curriculum Committee
1. **New Business**

 *None*

VII. **Conditional Approval**

* Guidelines
* Megan will pull examples
* Report back May 19th

*-Meeting Adjourned-*

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| **Next Meeting for 2016-17: May 19, 2017 CC127 8-9:30am** |