**CURRICULUM COMMITTEE**

Minutes

May 19, 2017

Present: Dustin Bare, Dave Bradley, Lars Campbell, Carol Dodson, Megan Feagles, Jackie Flowers, Bev Forney, Sue Goff, Terry Mackey (Chair), Mike Mattson, Lilly Mayer, Tara Sprehe, Shelly Tracy, Dru Urbassik (Recorder), MaryJean Williams, Kellie O’Grady, Rachel Morgan

Not Present: Elizabeth Carney, Nick Hamel, Barry Kop, Carrie Kyser, Donna Larson, Lupe Martinez, Jeff McAlpine, Tracy Nelson, Cynthia Risan, Laurette Scott, April Smith, Bill Waters, Ryan West

Guests: Katelynn Karch, Sarah Steidl, Pamela Akini

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

The May 5th 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

**Approved except for:**

**MTH-105 Math in Society**

* SLOs do not map to the mapping document
* Brought to Kelly Mercers attention
* She provided Terry with the General Ed mapping
* Motion to approve with corrections, approved

**MTH-261 Linear Algebra**

* SLOs do not map to the mapping document
* Brought to Scott Pruyn’s attention
* He provided Terry with the General Ed mapping
* Motion to approve with corrections, approved

1. **Informational items**

**Implementation times for courses and programs**

* Terry and Dru will work on process documents
* June 2nd, maybe July 6th

1. **Old Business**

***Summer Meeting Times***

* ***July 6th and August 3rd (1st Thursday)***
  + *Full meeting*
  + *9:00am-10:30am*
  + *Dru will send out meeting invites for these dates, need to get a room*
  + *Committee approved these dates*

***Conditional Approvals***

* + Terry working with Jackie on this
  + Two meetings ago we were talking about approvals with small changes
  + Concerned about us making changes without a department representative
  + Hard to say how minor is minor
  + Sometimes the Committee misunderstands what the department is conveying
  + Making changes on an assumption might result in misrepresentation of course information
  + Especially for Gen Ed or Related Instruction approvals
  + Where do we go from here?
    - Need something in writing
      * Jackie will work on this with Mike Mattson
      * Will bring back for June 2nd
    - Accept, and become part of our process documents

***RD-115 College Reading as a Requisite***

* + *Terry reached out to departments about the history of RD-115*
  + *We were going to combine EL-111 and RD-115, but decided not to*
  + *Mount Hood still requires RD-115 for their Allied Health programs*
    - *Why are we trying to meet the needs of Mt. Hood?*
    - *How many students does this affect?*
  + *Original plan was to phase out RD-115, that never happened*
    - *Do we still want to do this?*
  + *Since Accuplacer doesn’t place into RD-115 we will most likely see less students taking this course*
  + *Terry presented three possible options for dealing with RD-115*
    - *Designate a score for RD-115 on the WR-101 or WR-121 Accuplacer test*
    - *Update instances of RD-115 to WR-121 on course outlines*
    - *Begin to interpret “placement” as meaning a recommendation by an advisor, This will result in definitional changes*
  + *Skills Development needs to look at this and see what they want to do with the reading writing sequences*
  + *Terry will reach out to Skills Department two see what they would like to do with RD-115*

1. **New Business**

***Program Amendments***

* Retail Management Certificate of Completion
  + Change in credit hours
  + Altering the business math requirement
  + The advisory committee approved this changes
  + The other math courses were stand alone and didn’t belong to any other programs
  + Approved
* Retail Management Expanded Certificate of Completion
  + Same changes as the retail management cert of completion
  + Changed elective to meet minimum credit hours for financial aid reasons
  + Approved

1. **Other times**
   * Deans need to think about replacing membership
   * Sometime next week Terry will send out an email to the Deans about members that are cycling off
   * Sometimes we have members who are not active participants
     + Do we want to address this?

*-Meeting Adjourned-*

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| **Next Meeting for 2016-17: June 2, 2017 CC127 8-9:30am** |