Curriculum Committee

**November 17, 2017** (8-9:30am, CC127)

**Curriculum Committee Minutes**

May 20, 2016

**Meeting Agenda**

**Present**: Dustin Bare, Nora Brodnicki, Rick Carino, Carol Dodson, Megan Feagles (Recorder), Jackie Flowers (Alternate Chair), Bev Forney, Sue Goff, Donna Larson, Kara Leonard, Terry Mackey (Chair), Lupe Martinez, Lilly Mayer, Jeff McAlpine, Suzanne Munro, Tracy Nelson, Scot Pruyn, Lisa Reynolds, April Smith, Tara Sprehe, Shelly Tracy, Dru Urbassik, Bill Waters, MaryJean Williams

**Guests:**

**Absent**: Dave Bradley, Elizabeth Carney, Barry Kop, Mike Mattson, Cynthia Risan

1. **Welcome & Introductions**
2. **Approval of Minutes**
	1. Approval of the November 3, 2017 minutes
	2. Change Tara Sawzak to Tana Sawzak
		1. Change made and minutes re-uploaded to website on 11/17/17 by MCF

**Motion to approve, approved**

1. **Consent Agenda**
	1. Course Number Changes
	2. Course Credits/Hours Change
	3. Course Title Change
	4. Reviewed Outlines for Approval

FRP-280 removed from consent agenda

**Motion to approve (FRP-280 removed), approved**

* 1. FRP-280
		1. Minutes from 12/2/16: SLO’s for all CWE’s were standardized and approved
		2. Jeff Ennenga, the course submitter, accepted the proposed change to replace the SLO’s with the approved CWE SLO’s
			1. SLO’s updated in the Outline Submission System on 11/17/17 by MCF

**Motion to approve FRP-280 SLO’s, approved**

**Motion to approve FRP-280 course outline, approved**

1. **Informational Items**
	1. **Catalog Deadlines**
		1. Dru Urbassik reminded the Committee that items seeking approval for the 18-19 Catalog must be approved by January 19th, and therefore must be received by January 11th to be added to the Curriculum Committee Agenda
2. **Old Business**
	1. **Checklists for Gen Ed and Related Instruction Sub-Committees**
		1. Dru Urbassik presented.
		2. General Education
			1. The information is directly from CCWD Handbook.
			2. The CCWD criteria should be met and addressed in the design of the course outline and in the student learning outcomes
				1. This will be a valuable resource for Department Chairs in the creation of courses, not just for the Gen Ed Sub-Committee. The Checklist will be available on the Curriculum Committee website once finalized and approved.
			3. Suggestions for changes:
				1. Dru will double check the Science, Computer Science, Social Science, and information literacy requirements as there may be a section missing here and there
				2. Dru will add the General Education Outcomes to the checklist
				3. Dru will add a section on Transfer. This will include whether or not the course transfers to PSU and at least one other school and whether or not the course will transfer as a Gen Ed (or Elective) course

Dustin’s team created a spreadsheet with information on how CCC’s courses transfer to 5 other colleges. A General Education Transfer discussion is on the agenda for the December 1st meeting

* + - 1. Bring back changes at the December 1st meeting
		1. Related Instruction
			1. Communication is currently limited to Writing courses, as indicated on the checklist. This was an internal CCC decision.
				1. The checklist was created from a Curriculum Committee document because the State does not provide outcomes for Related Instruction
				2. The Related Instruction Sub-Committee will review the internal decisions regarding Related Instruction and report back at the February 2nd meeting.
1. **New Business**
	1. **Program Amendments**
		1. CC, Fire Science (Wildland)
			1. Jeff Ennenga presented
			2. In Year 2 of the program, the department is committed to continual refinement of the courses and curriculum
			3. Specific list of elective courses was replaced with a list of prefixes acceptable as electives. This will expand the courses acceptable as electives.
		2. CPCC, Wildland FireFighter 1
			1. Jeff Ennenga presented
			2. One fewer credit proposed
			3. **Motion to approve both the CC, Fire Science (Wildland) and the CPCC, Wildland FireFighter I, approved. Approved for 18-19 Academic Year**
	2. **New Program**
		1. CC, CTE Instruction
			1. Laurette Scott presented
			2. Education program serves a wide variety of career paths. This certificate serves a specific population of students who are studying to become High School CTE Instructors
				1. High School CTE Instructors are required to take specific courses in order to obtain a license.

The courses required for licensure, determined by the Teacher Standards and Practices Commission (TSPC), match exactly the curriculum proposed for the CC, CTE Instruction program.

* + - * 1. This potential new certificate will provide students with an academic credential in addition to a license. It may also serve as a potential pathway for a Bachelor’s Degree.
				2. This certificate would help the department track completers.
			1. **Motion to approve, approved. Approved for the 18-19 Academic Year**
1. **For the Good of the Order**
	1. **Low Cost Text**
		1. Should a section regarding low-cost text be added to the Online Submission System?
		2. No: Outlines are created/approved at the course level, whereas texts are determined on the section level by instructors. At this time, a low-cost text section need not be added to course outlines in the Online Submission System.
	2. **Guided Pathways**
		1. The Committee requested an update on the Guided Pathways Plan and information on how the Curriculum Committee fits into Guided Pathways
			1. Lisa Reynolds is leading the curriculum-side of Guided Pathways. She and her team are still working, but she will talk about the general plan and areas in which they think Curriculum Committee will be impacted at the February 2nd meeting.

*-Meeting Adjourned-*

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| **Next Meeting: December 1, 2017 CC127 8-9:30 am** |

**November 17, 2017** (8-9:30am, CC127)

**CONSENT AGENDA**

**1. Course Title Change**

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| --- | --- | --- |
| **Course Number** | **Former Title** | **New Title** |
| ~~FRP-280~~ | ~~Wildland Fire/Advanced CWE~~ | ~~Wildland Fire CWE~~ |
| NUR-101 | Certified Nursing Assistant 2 Acute Care | Certified Nursing Assistant II |

**2. Course Hours Change**

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| --- | --- | --- |
| **Course Number** | **Title** | **Change** |
| FRP-130 | Introduction to Wildland Firefighting (S-130…) | 44 LE/LA; 2 credits |
| ~~FRP-280~~ | ~~Wildland Fire CWE~~ | ~~108 LAB, 3 credits~~ |
| HD-221 | Leadership: Group Dynamics | 22 LECT |
| NUR-101 | Certified Nursing Assistant II | 24 LECT, 64 LAB; 4 credits |

**3. Course Number Change**

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| --- | --- | --- |
| **Course Number** | **Title** | **New Course Number** |
|  |  |  |

**4. Outlines Reviewed for Approval**

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| --- | --- | --- |
| **Course Number** | **Title** | **Implementation** |
| AM-224 | Comfort Systems | 2018/WI |
| AM-245 | Automatic Transmission Systems | 2018/WI |
| FRP-130 | Introduction to Wildland Firefighting (S-130…) | 2018/SU |
| ~~FRP-280~~ | ~~Wildland Fire CWE~~ | ~~2018/SU~~ |
| HD-221 | Leadership: Group Dynamics | 2018/WI |
| MUP-271 | Individual Lessons: Piano | 2018/WI |
| MUP-271J | Individual Lessons: Jazz Piano | 2018/WI |
| MUP-274 | Individual Lessons: Voice | 2018/WI |
| NUR-101 | Certified Nursing Assistant II | 2018/SU |