Curriculum Committee

**June 1, 2018** (8-9:30am, CC127)

**Curriculum Committee Minutes**

May 20, 2016

**Meeting Agenda**

**Present**: Dustin Bare, Nora Brodnicki, Rick Carino, Carol Dodson, Jeff Ennenga, Megan Feagles (Recorder),

Jackie Flowers (Alternate Chair), Bev Forney, Sharron Furno, Sue Goff, Donna Larson, Kara Leonard, Lupe Martinez, Mike Mattson, Jeff McAlpine (Chair), Suzanne Munro, Tracy Nelson, Scot Pruyn, Lisa Reynolds, Dru Urbassik, Bill Waters, MaryJean Williams

**Guests:** Dustin Bates, April Chastain, Carrie Kraten, Sharon Parker, Sarah Steidl

**Absent**: Karen Ash, Dave Bradley, Elizabeth Carney, Barry Kop, Lilly Mayer, David Plotkin, Cynthia Risan, April Smith, Tara Sprehe

1. **Welcome & Introductions**
2. **Approval of Minutes**
	1. Approval of the May 18, 2018 minutes

**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

**Motion to approve, approved**

1. **Informational Items**
	1. **Course Edits from Last Meeting**
		1. BA-212
			1. From 5/18/18 minutes: In course description, “we” is used; not consistent with other BA course descriptions.
		2. CLA-125
			1. From 5/18/18 minutes: Remove the duplicate SLOs
		3. CLA-130
			1. From 5/18/18 minutes: Course description: “It is intended to teach…”. Suggestion: “The course teaches students to recognize…”
			2. From 5/18/18 minutes: Course description: “The final portion of this course is designed to qualify students to perform…”. Suggestion: “…this course qualifies students to perform…”
		4. MA-110
			1. From 5/18/18 minutes: Course description: “Course also includes the reading and comprehending…”, course description is repetitive. Suggestion: Remove the repeated sentence.
	2. **Changes to ISP 390 CWE**
		1. Sue Goff presented
		2. ISP 390 required AAS and 1-year certificates to include CWE and now it does not. It has been to College Council a few times already.
2. **Old Business**
	1. **New Course**
		1. TA-298
			1. Megan Feagles presented
			2. This course was brought forward, but not approved at the 5/4/18 meeting.
			3. From the 05/04/18 Meeting Minutes: The Committee reviewed the SLOs and description and felt that changes were needed, specifically including a safety component and modifying the SLO verbs
			4. The department made the recommended changes to the course.
			5. **Motion to approve, approved**
	2. **Committee Membership 18-19**
		1. Upcoming Vacancies
			1. Deans are still working on filling positions, including those positions in which faculty are on sabbatical.
			2. It was suggested that the Curriculum Office include the 18-19 Membership document in the summary email so departments and admins can stay informed.
		2. Committee Chair and Alternate Chair Nominations/Vote
			1. Nominations for Chair: MaryJean Williams, Frank Corona
				1. **18-19 Curriculum Committee Chair is Frank Corona**
			2. Nominations for Alternate Chair: Jeff McAlpine, MaryJean Williams
				1. **18-19 Curriculum Committee Co-Alternate Chairs are MaryJean Williams and Jeff McAlpine**
3. **New Business**
	1. **Updated Process Documents**
		1. Dru Urbassik presented
		2. These documents were created last year. The Curriculum Office has updated the Process Documents to more closely reflect actual business practices.
		3. The Curriculum Office will check to make sure language is included in the program documents regarding departments notifying any third party accrediting parties as necessary.
		4. The Curriculum Office will update flowcharts and other related documents and bring back next year.
		5. **Motion to approve, approved.**
	2. **Related Instruction Courses**
		1. Sub-Committee recommended HOR-115 for Related Instruction for PE/Health/Safety/First Aid
			1. **Motion to approve, approved**
		2. Sub-Committee did not recommend DMC-100 for Related Instruction
			1. Only a small portion of course related to safety. The department will meet with Tracy Nelson to discuss an appropriate recommended PE/Health/Safety/First Aid course for their students.
	3. **New Courses**
		1. APR-104LM, -107LM, -130LM, -131LM, -132LM, -223LM
			1. Carrie Kraten, Mike Mattson, and Dustin Bates presented
			2. These mirror a series of existing IMT/MFG courses, but have the State-required “APR” prefix and grade scheme for Apprenticeship courses.
			3. **Motion to approve all six APR courses listed, approved.**
		2. ART-119, ART-120, ART-121
			1. Nora Brodnicki presented
			2. Department has been meeting with PSU to align courses with PSU – Bachelor of Fine Arts
			3. **Motion to approve all three ART courses, approved.**
		3. FRP-291, FRP-292, FRP-293, FRP-298
			1. Jeff Ennenga presented
			2. Molalla Fire District approached CCC to develop courses to align with their High School. Safer Grant is funding the development of an internship program.
			3. FRP-291, -292, and -293 are designed to award the minimal statewide requirements to become a firefighter.
			4. There was discussion regarding the 200-level numbering for courses designed for High School Students.
			5. **Motion to approve all four FRP courses, approved.**
		4. SAR-102, SAR-103, SAR-201, SAR-202, SAR-203
			1. Jeff Ennenga presented
			2. Technical Rope Rescue courses. SAR is a new prefix, stands for Search and Rescue.
			3. These will eventually be part of a program.
			4. **Motion to approve all five SAR courses, approved.**
	4. **Program Suspensions**
		1. Retail Management Expanded, CC
			1. Bev Forney presented
			2. Western Association of Food Chains (WAFC) has recommended the suspension. All classes are still available for the remaining 8 students to take.
			3. Curriculum Office will notify the Web Team that the program is suspended
			4. **Motion to approve, approved.**
		2. Computer Application Support, AAS
			1. Rick Carino presented
			2. From suspension approval email: “…mainly due to department and advisory committee recommendations that this degree IN ITS CURRENT FORM did not lead directly to jobs and students would be better served through the Computer & Network Administration program instead…”
			3. All of the courses are available for teach-out for any students currently working towards this degree.
			4. From suspension approval email: Department is “…looking at a refocus, redesign, and perhaps a renaming. One current concept may be to provide a pathway between the (Business) Office Professional and Networking/Security programs/careers.”
			5. Curriculum Office will notify the Web Team that the program is suspended
			6. **Motion to approve, approved.**
	5. **Program Amendments**
		1. Computer Application Support, CC
			1. Rick Carino presented.
			2. Name change: Computer Application Specialist
				1. Curriculum Office will notify the Web Team of the name change and create a new program code.
			3. This will serve students who may be pursuing the Computer & Network Administration but may not be able to complete the two-year AAS.
			4. The certificate has been adjusted away from a “web-based, help-desk focus”, and towards a “database and data-driven analytic degree.”
			5. **Motion to approve, approved.**
		2. Business, AAS
			1. Sharon Parker presented
			2. As a result of Guided Pathways work, department has:
				1. updated the course sequence
				2. placed prerequisite courses in the first term
				3. balanced out credits per term
				4. included clear options in the electives for satisfying other program requirements.
			3. **Motion to approve, approved.**
		3. Business Management, CC
			1. Sharon Parker presented
			2. As a result of Guided Pathways work, department has:
				1. updated the course sequence
				2. aligned courses more closely with Business AAS
				3. balanced out credits per term
				4. removed BA-205 for a more manageable course load and overall credits (BA-131 and WR-121 cover a lot of the same material as BA-205)
			3. **Motion to approve, approved.**
		4. Fitness Technology, CC
			1. Tracy Nelson presented
			2. Moved some courses to different terms because they are only offered once per year
			3. CWE requirement changed from 6 to 3
			4. Added a few elective courses
			5. BA-101, BA-123 should be listed as existing electives
			6. **Motion to approve, approved.**

*-Meeting Adjourned-*

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| **Next Meeting: October 5, 2018 CC127 8-9:30am** |

**June 1, 2018** (8-9:30am, CC127)

**CONSENT AGENDA**

**1. Course Title Change**

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| **Course**  | **New Title** | **Old Title** |
| ART-204 | History of Art/Ancient Through Medieval | History of Western Art |
| ART-205 | History of Art/Romanesque Through Baroque | History of Western Art |
| ART-206 | History of Art/Enlightenment Through Contemporary  | History of Western Art |
| ART-250 | Ceramics/Beginning | Ceramics/Beginning I |
| ART-251 | Ceramics/Hand-Building I | Ceramics/Beginning II |
| ART-252 | Ceramics/Wheel-Throwing I | Ceramics/Beginning III |
| ART-253 | Ceramics/Intermediate | Ceramics/Intermediate I |
| ART-254 | Ceramics/Hand-Building II | Ceramics/Intermediate II |
| ART-255 | Ceramics/Wheel-Throwing II | Ceramics/Intermediate III |
| FRP-247 | Survivor VII: Food, Water, Shelter & Fire | Survivor V: Dangerous Animals |

**2. Course Hours Change**

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| --- | --- | --- |
| **Course**  | **Title** | **Change** |
| FRP-247 | Survivor VII: Food, Water, Shelter & Fire | 20 LE/LA; 1 credit |
| MA-118 | Examination Room Techniques | 44 LECT; 4 credits |

**3. Course Number Change**

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| **New Number** | **Title** | **Old Number** |
| ART-232 | Life Drawing (Figure Emphasis) | ART-132 |
| ART-233 | Drawing for Comics | ART-133 |
| ART-261 | Photography III | ART-163 |

**4. Outlines Reviewed for Approval**

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| **Course** | **Title** |

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| **Implementation** |

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| ART-106 | Animation & Motion Graphics I | 2018/SU |
| ART-108 | Animation & Motion Graphics III | 2018/SU |
| ART-115 | Basic Design: 2-Dimensional Design | 2018/SU |
| ART-204 | History of Art/Ancient Through Medieval | 2018/SU |
| ART-205 | History of Art/Romanesque Through Baroque | 2018/SU |
| ART-206 | History of Art/Enlightenment Through Contemporary  | 2018/SU |
| ART-232 | Life Drawing (Figure Emphasis) | 2018/SU |
| ART-233 | Drawing for Comics | 2018/SU |
| ART-250 | Ceramics/Beginning | 2018/SU |
| ART-251 | Ceramics/Hand-Building I | 2018/SU |
| ART-252 | Ceramics/Wheel-Throwing I | 2018/SU |
| ART-253 | Ceramics/Intermediate | 2018/SU |
| ART-254 | Ceramics/Hand-Building II | 2018/SU |
| ART-255 | Ceramics/Wheel-Throwing II | 2018/SU |
| ART-261 | Photography III | 2018/SU |
| CH-114 | Chemistry in Art | 2018/SU |
| DMC-106 | Animation & Motion Graphics I | 2018/SU |
| DMC-108 | Animation & Motion Graphics III | 2018/SU |
| DMC-291 | Digital Multimedia Communications Portfolio Project I | 2018/SU |
| DMC-292 | Digital Multimedia Communications Portfolio Project II | 2018/SU |
| FRP-247 | Survivor VII: Food, Water, Shelter & Fire | 2018/SU |
| GER-201 | Second-Year German I | 2018/SU |
| GER-202 | Second-Year German II | 2018/SU |
| HOR-115 | Horticulture Safety | 2018/SU |
| MA-118 | Examination Room Techniques | 2018/SU |
| MA-118L | Examination Room Techniques | 2018/SU |
| USP-201 | Unmanned Aircraft Systems (UAS) Pilot | 2018/SU |