Curriculum Committee

**December 7, 2018** (8-9:30am, CC127)

**Curriculum Committee Minutes**

May 20, 2016

**Meeting Agenda**

**Present**: Karen Ash, Dustin Bare, Nora Brodnicki, Rick Carino, Frank Corona (Chair), Jeff Ennenga, Megan Feagles (Recorder), Sharron Furno, Sue Goff, Jason Kovac, Kara Leonard, Lupe Martinez, Lilly Mayer, Suzanne Munro, Scot Pruyn, Lisa Reynolds, Cynthia Risan, Tara Sprehe, Sarah Steidl, Dru Urbassik, Helen Wand, MaryJean Williams (Alternate Chair)

**Guests:** Rich Albers, Bev Forney

**Absent**: ASG, Dave Bradley, Elizabeth Carney, Ida Flippo, Darlene Geiger, Shalee Hodgson, Jim Martineau, Mike Mattson, Jeff McAlpine (Alternate Chair), David Plotkin

1. **Welcome & Introductions**
2. **Approval of Minutes**
	1. Approval of the November 16, 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. **Program Learning Outcomes**
		1. Accounting Assistant AAS
			1. Bev Forney presented
			2. There was question about the word “capably” in PLO2 (both programs). Could possibly change to “effectively”.
			3. Curriculum Office will bring feedback to Joan San-Claire.

*Email sent to Joan on 12/11/18 by MCF. Received feedback from Joan to leave “capably”*

* + 1. Accounting Clerk CC
			1. Bev Forney presented
		2. Human Services Generalist, AAS
			1. Sharron Furno presented
			2. No questions
		3. Human Services Generalist, CC
			1. Sharron Furno presented
			2. No questions
		4. Project Management AAS
			1. Frank Corona presented
			2. Combined PLOs 3/5/8 into a new PLO as a result of Assessment work.
	1. **Catalog Deadlines**
		1. Dru Urbassik presented
		2. Deadline to get items approved for catalog is 1/18/19. Deadline to get items on the agenda for that meeting is 1/10/19.
	2. **Curriculum Management Software Webinar Update**
		1. Dru Urbassik presented
		2. All 3 vendors have presented.
		3. Recordings/Sandboxes/Resources are available in the [F drive Temporary folder under Curriculum Management Software Online Catalog Software](file:///F%3A%5CTemporary%5CCurriculum%20Managment%20Software.Online%20Catalog%20Software)
		4. Hoping to make a decision this month. If you have additional feedback, send to Curriculum Office.
1. **Old Business**
2. **New Business**
	1. **Related Instruction Course Review**
		1. WR-121 (Communications), COMM-140 (HR), COMM-218 (HR)
		2. Related Instruction Sub-Committee recommends the above courses continue to be approved as Related Instruction courses in the area noted in parenthesis.

**Motion to approve, approved**

* 1. **Course Inactivations**
		1. GIS-255
			1. Jeff Ennenga presented
			2. GIS-255 had a lot of crossover with GIS-201
			3. There are 3 intro to GIS courses with similar outcomes. This one will be inactivated and the other 2 were cleaned up.

**Motion to approve, approved**

* + 1. BA-225
			1. Bev Forney presented
			2. BA-225 has not been offered for a couple of years. The department currently defers students to WR-227. The Project Management amendment officially removes this course from any programs.

**Motion to approve, approved**

* 1. **New Courses**
		1. CJA-270
			1. Sharron Furno presented
			2. From course outline: Recommendation of Advisory Committee; development of new assessment strategies
			3. This is a Capstone class.

**Motion to approve, approved**

* + 1. TA-121, -122, -123
			1. MaryJean Williams presented
			2. From course outline: This course is being offered to students under the umbrella of TA111/112/113 Technical Theatre. Since the purpose and goals of the costuming part of the class are different, the dean of Arts and Sciences requested this course creation.

**Motion to approve all three courses, approved**

* 1. **Program Amendments**
		1. AS Area of Emphasis Computer Science, PSU
			1. Rich Albers presented
			2. Addition of the newly approved CS-140L to the electives. Rearranged courses to better prepare students for transfer to PSU

**Motion to approve, approved**

* + 1. **Project Management**
			1. Frank Corona presented
			2. Project Management AAS
				1. Comply with Business Department objectives to include BA-104 as a core course.
				2. Removed the now inactive BA-225
				3. CWE was removed, but still offered as an elective.
			3. Project Management CC
				1. Sorted the courses into terms
			4. Project Management Tools & Techniques CPCC
				1. Sorted the courses into terms
			5. Project Management Leadership & Communication CPCC
				1. Sorted the courses into terms

**Motion to approve all Project Management programs listed above, approved**

* + 1. **Human Services Generalist AAS**
			1. Sharron Furno presented on behalf of Yvonne Smith

**Motion to approve, approved**

* + 1. **Marketing CC**
			1. Frank Corona presented
			2. CWE removed. BA-104 and BA-239 moved terms.

**Motion to approve, approved**

* 1. **January 18th**
		1. Frank Corona presented
		2. Due to the volume of items anticipated for the Catalog Deadline meeting on January 18th, is there interest in extending the meeting by 30 minutes?
			1. There is interest and agreement that the 30 minute extension would be useful.

*-Meeting Adjourned-*

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| **Next Meeting: January 18, 2019 CC127 8-10am** |