Curriculum Committee

**October 18, 2019** (8-9:30am, CC127)

**Curriculum Committee Minutes**

May 20, 2016

**Meeting Agenda**

**Present**: Michael Duncan Stevens (ASG), Dustin Bare, Nora Brodnicki, Elizabeth Carney, Jeff Ennenga, Megan Feagles (Recorder), Sue Goff, Shalee Hodgson, Jason Kovac, Kara Leonard, Jeff McAlpine (Alternate Chair), Tracy Nelson, Scot Pruyn, Lisa Reynolds, Esther Sexton, Sarah Steidl, Dru Urbassik, \*Andrea Vergun, Helen Wand

**Guests:** Eric Roberts

**Absent**: Rich Albers, Karen Ash, Rick Carino, Frank Corona, Ida Flippo, Darlene Geiger, Mike Mattson, David Plotkin, Cynthia Risan, Tara Sprehe

1. **Welcome & Introductions**
2. **Approval of Minutes**
	1. Approval of the June 7, 2019 minutes

*Motion to approve, approved*

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

*Motion to approve, approved*

1. **Informational Items**
	1. New Member Orientation
		1. Dru Urbassik presented
		2. Continued discussion from last year about supporting new members in their role on the Review Teams.
		3. It was decided that the Review Teams would provide training to their new members.
	2. Review Teams/Sub-Committee Process Sharing
		1. Dru will email everyone links to the meetings and other documents, general info about the structure of the Committee.
		2. Bring back best practices for the November 15th meeting
	3. Courses scheduled for inactivation on 06/30/20
		1. Megan Feagles presented
		2. These courses are scheduled for inactivation for the 20-21 year (06/30/20, 2020/SU). These courses haven’t been offered since 2017/SP.
		3. Presented to the Committee at the 3/15/19 meeting. They have been posted on the Curriculum Committee site since then. They were emailed to Department Chairs, Directors, Deans, Associate Deans, and Admins after the meeting last year.
		4. Updated to remove courses that were offered, and not cancelled, during spring and summer term. After Fall Term, the list will be updated to remove courses that were offered, and not cancelled, during Fall Term.
		5. The only way to prevent a course on this list from being inactivated is to offer it during the 19-20 year. Contact Curriculum Office for special circumstances.
		6. Please pay special attention to courses that affect programs and other courses.
		7. Curriculum Office will send out to Department Chairs, Directors, Deans, Associate Deans, and Admins.
	4. Catalog Deadline
		1. Dru Urbassik presented
		2. 1st meeting in January, meaning everything must be reviewed and submitted to Curriculum Office by January 9th to be on the agenda for the January 17th meeting.
2. **Old Business**
	1. Review Membership Vacancies
		1. Dru Urbassik presented
		2. Deans are responsible for filling vacancies in their areas.
		3. Helen Wand will ask Leslie Ormandy, Part-Time Faculty Association (PTFA) President, if Helen can represent PTFA in addition to Allied Health.
		4. Eden Francis will represent Science. Alice Lewis is considering it.
		5. Any nominations for a new Chair?
			1. Jeff McAlpine was nominated.
			2. Bring back for the November 1st meeting.
	2. General Education Review Process
		1. Lisa Reynolds presented
		2. Continued conversation from 5/17/19 meeting
		3. Course outlines and current system don’t provide sufficient evidence to determine General Education approval.
		4. Proposal:
			1. Develop additional questions for course outline submitters to clarify elements like how are you demonstrating that the course meets Gen Ed Outcomes, how are outcomes assessed, documentation of transferability, etc.
			2. Start with Cultural Literacy area first, maybe 10-20 courses.
			3. Provide training for course submitters and Review Teams, which includes the Assessment Team.
			4. Hopefully by the end of the year, there will be a recommendation for a new process.
		5. Are the currently approved Gen Ed courses still approved, at least for this year?
3. **New Business**
	1. **Course Inactivations**
		1. GIS-281, GIS-282
			1. Eric Roberts presented
			2. GIS-281 being replaced by GIS-201. GIS-282 being replaced by GIS-202. Provides a clearer course sequence.

*Motion to approve, approved*

* 1. **New Courses**
		1. FRP-203
			1. Jeff Ennenga presented
			2. Reason for new course: Community and industry request
			3. Taught as a workshop last year.

*Motion to approve, approved*

* + 1. GIS-202
			1. Eric Roberts presented
			2. “Creation of this course, along with integration with GIS-201 and deletion of GIS-282, brings fundamentals of GIS sequence into better alignment and assists in the removal of duplicitous courses.”

*Motion to approve, approved*

* 1. **Program Amendments**
		1. Construction Trades, General Apprenticeship AAS
			1. Shalee Hodgson presented on behalf of Shelly Tracy
			2. Change MTH-065 or higher to generic “Computation Related Instruction Requirement”. No credit changes.

*Motion to approve, approved*

1. **Closing Comments**

*-Meeting Adjourned-*

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| **Next Meeting: November 1, 2019 CC127 8-9:30am** |