Curriculum Committee

**November 1, 2019** (8-9:30am, CC127)

**Curriculum Committee Minutes**

May 20, 2016

**Meeting Agenda**

**Present**: Christopher Reynolds (ASG), Karen Ash, Dustin Bare, Nora Brodnicki, Rick Carino, Jeff Ennenga, Megan Feagles (Recorder), Eden Francis, Darlene Geiger, Jason Kovac, Kara Leonard, Alice Lewis, Mike Mattson, Jeff McAlpine (Alternate Chair), Scot Pruyn, Lisa Reynolds, Cynthia Risan, Esther Sexton, Tara Sprehe, Sarah Steidl, Dru Urbassik, \*Andrea Vergun, Helen Wand

**Guests:** Joan San-Claire

**Absent**: Rich Albers, Elizabeth Carney, Frank Corona, Ida Flippo, Sue Goff, Shalee Hodgson, Tracy Nelson, David Plotkin

1. **Welcome & Introductions**
2. **Approval of Minutes**
	1. Approval of the October 18, 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. **Catalog Deadlines**
		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. **Review Teams/Sub-Committee Process Sharing**
		1. Dru Urbassik presented
		2. Reminder that Review Teams and Sub-Committee will share their processes at the 11/15/19 meeting
	3. **Program Learning Outcomes**
		1. Accounting Assistant AAS
			1. Joan San-Claire presented
			2. Removed “marketing” from PLO4 because BA-223 Principles of Marketing was removed in the Amendment approved on 6/7/19.
		2. Digital Media Communications AAS
			1. Nora Brodnicki presented
			2. Result of Assessment work. Remove PLO1. Add “sound/music” to PLO5.
2. **Old Business**
	1. **Chair Nominations/Vote**
		1. Term is for 2 years.
		2. Nora Brodnicki was nominated, but declined
		3. Jason Kovac suggested that the Curriculum Office and Jeff reach out to faculty Committee members individually to answer more questions about the Chair role.
	2. **Membership Vacancies**
		1. Dru Urbassik presented
		2. Deans are responsible for filling vacancies in their area.
		3. Rick Carino is Computer Science, not Faculty-At-Large, Rich Albers is no longer a member, Fix Eden Francis’ name on the attendance sheet.

*Updated on website, membership document, email group, attendance sheet, and outlook calendar invite on 11/1/19 by MCF*

* + 1. It was suggested that specific faculty representation areas be replaced with a general requirement for a certain number of faculty by Division. The Committee doesn’t think this will make it any easier to fill vacancies.
1. **New Business**
	1. **Course Hours, Instructional Method, Credits Change**
		1. GIS-201
			1. Jeff Ennenga presented on behalf of Eric Roberts
			2. Change from 60 LE/LA to 66 LE/LA. Remains 3 credits.
			3. Updates to curriculum result in full, three-hour class sessions (with guided lab work time) and student project presentations in week 11

*Motion to approve, approved*

* + 1. HOR-250
			1. Megan Feagles presented on behalf of April Chastain
			2. Change from 20 LECT, 2 credits to 20 LE/LA, 1 credit
			3. “meant for it to be 1-credit like the other herb classes. When HOR-134 was absorbed into HOR-250 last year this change was intended to occur, but was overlooked”
			4. “We combined two courses, one was a 1-credit course and one was a 2-credit course. We deleted the 2-credit course, but kept its course number, and I just overlooked the credit field. It should have been 1-credit”

*Motion to approve, approved*

* 1. **Program Amendments**
		1. Accounting Assistant AAS
			1. Joan San-Claire presented
			2. Replacing BA-227 with Program Electives, which allows students to take a course that is more in line with their particular academic or career interests.
			3. Students are encountering some scheduling issues with classes only being offered in Winter Term.

*Motion to approve, approved*

* + 1. Geographic Information Systems (GIS) Technology CC
			1. Jeff Ennenga presented on behalf of Eric Roberts
			2. Removed GIS-281 and -282. Added GIS-201 and -202. Rearranged a few other courses. 45 credits. Sequencing is better for students.
			3. Course Student Learning Outcomes better align with Program Learning Outcomes now.

*Motion to approve, approved*

1. **Closing Comments**

*-Meeting Adjourned-*

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| **Next Meeting: November 15, 2019 CC127 8-9:30am** |