Curriculum Committee



**December 6, 2019** (8-9:30am, CC127)

**Curriculum Committee Minutes**

May 20, 2016

**Meeting Agenda**

**Present**: Japheth Fuentes (ASG), Lilybelle Moir (ASG), Dustin Bare, Nora Brodnicki, Rick Carino, Elizabeth Carney, Megan Feagles (Recorder), Eden Francis, Sue Goff, Shalee Hodgson, Jason Kovac, Kara Leonard, Alice Lewis, Tracy Nelson, Scot Pruyn (Chair), Lisa Reynolds, Tara Sprehe, Sarah Steidl, Dru Urbassik, \*Andrea Vergun, Helen Wand

**Guests:** Greg Bostrom, Mike Farrell, Joan San-Claire, Mark Yannotta

**Absent**: Karen Ash, Frank Corona, Jeff Ennenga, Ida Flippo, Darlene Geiger, Mike Mattson, Jeff McAlpine (Alternate Chair), David Plotkin, Cynthia Risan, Esther Sexton

1. **Welcome & Introductions**
2. **Approval of Minutes**
   1. Approval of the November 15, 2019 minutes

*Motion to approve, approved*

1. **Consent Agenda**
   1. Course Number Changes
   2. Course Title Change
   3. Reviewed Outlines for Approval
   4. Approve BA-104 contingent upon a small group to meet to discuss the placement language in the requisite.
      1. Math Department and Joan met after meeting and decided on Prerequisite: MTH-020.
      2. *Outline is updated and re-added to agenda packet by MCF on 12/6/19*

*Motion to approve, approved*

1. **Informational Items**
   1. Catalog Deadline
      1. Catalog Files are live in Google Drive for a few weeks now!
      2. Everything due to Curriculum Office by January 9th to make it onto the January 17th agenda to be guaranteed to make catalog.
   2. Math Course Numbering
      1. A continuation of the conversation from the 11/15/19 meeting. It was brought up that the numbering of math courses is confusing to students and staff. For example, MTH-060 is higher in number than MTH-050, but not higher in level.
      2. The Math Department would like to work with departments to make sure they are using the appropriate math course for their students.
2. **Old Business** 
   1. Gen Ed Courses that Need Review
      1. Discussion about what to do about backlog of courses that need Gen Ed review while the new review process is being created.
         1. courses that are already Gen Ed certified
         2. courses that are seeking Gen Ed certification for the first time.
      2. 8 courses (in the 2018, 2019 academic year) that were seeking gen ed for the first time
      3. 8 courses were already gen ed, but seeking gen ed in a different or additional category
      4. 175 gen ed certified courses had no change from their previous outline.
         1. These are fine as gen ed certified for now?
      5. Provide list to Lisa Reynolds, Alice Lewis, Nora Brodnicki, Elizabeth Carney, and Scot Pruyn will meet and bring back recommendation to January 17th meeting.
         1. *Added to 1/17/20 meeting by MCF on 12/6/19*
         2. *Sent to group on 12/9/19*
3. **New Business**
   1. **Related Instruction**
      1. The Related Instruction Sub-Committee recommends that the following courses continue to be approved as Related Instruction in their designated areas:

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| --- | --- | --- |
| **CRSE** | **Title** | **Related Instruction Area** |
| CJA-250 | Reporting, Recording & Testifying | Human Relations |
| COMM-126 | Introduction to Gender Communication | Human Relations |
| HE-201 | Personal Training | Physical Education/Health |
| HE-202 | Introduction to Fitness Technology Careers | Physical Education/Health |
| HE-207 | Introduction to Plant Based Living | Physical Education/Health |
| MTH-082E | Math for High Purity Water | Computation |
| MTH-095 | Algebra III | Computation |
| PSY-101 | Human Relations | Human Relations |

*Motion to approve, approved*

* 1. **Course Hours, Instructional Method, Credits Change**
     1. ECE-139, 142, 143, 144, 241
        1. Megan Feagles presented on behalf of Dawn Hendricks
        2. “1 credit of Lecture = 10-12 hours. Increased from 10 to 11 hours to better align with 11-week quarter”
        3. ECE-241 changed from 30 to 33

*Motion to approve, approved*

* + 1. EET-112, 127, 215, 254, 257
       1. Mike Farrell presented
       2. “We are updating the EET program to reflect new industrial needs”
       3. Do not equate EET-112 to the old EET-112
       4. *Not equated when new CRSE record was built. MCF 12/6/19*
       5. EET-127
       6. EET-215
          1. Change prerequisite language to have “or” in between each course
          2. *Changed in EET-215 outline and re-added to agenda packet by MCF on 12/6/19.*
       7. EET-254
       8. EET-257
          1. Change library resources to “yes”
          2. *Changed on EET-257 outline and re-added to agenda packet by MCF on 12/6/19*

*Motion to approve, approved*

* + 1. FRP-294
       1. Shalee Hodgson presented on behalf of Jeff Ennenga
       2. “hours were changed due to changes in the national curriculum that is produced by the National Wildfire Coordinating Group (NWCG) and the Federal Emergency Management Agency (FEMA)”

*Motion to approve, approved*

* + 1. PH-150
       1. Greg Bostrom presented
       2. “need more time to cover the material and to work with the students during class”
       3. Student evaluations indicated that the students wanted to class to be 3 credits.

*Motion to approve, approved*

* 1. **New Courses**
     1. EET-113, 114, 225, 235
        1. Mike Farrell presented
        2. EET-113: expanding our circuit design with PCB software and soldering as requested by the advisory board
           1. Add EET-112 as a prerequisite to EET-113
           2. *Updated EET-113 outline and re-added to agenda packet by MCF on 12/6/19*
        3. EET-114: Expanding Soldering and PCB circuit assembly as recommended by advisory board
           1. Add EET-113 as a prerequisite to EET-114
           2. *Updated EET-114 outline and re-added to agenda packet by MCF on 12/6/19*
        4. EET-225: New skills and technologies in the EET field. This course idea is requested by the industry advisory committee.
        5. EET-235: Expanding technology and employment requirements in EET field. This course is requested by Industrial board

*Motion to approve, approved*

* + 1. FST-202, 204, 206, 212, 214, 216
       1. Shalee Hodgson presented on behalf of Jeff Ennenga
       2. New courses for eventual Emergency Management Professional program
       3. Based off National curriculum

*Motion to approve, approved*

* 1. **Program Amendments**
     1. Accounting Clerk CC
        1. Joan San-Claire presented
        2. Adding in BA-112 and 2-4 credits of electives, removing BA-205 and BA-212. Program credits change from 47-48 to 45-48.
        3. BA-112 is taught in high schools.

*Motion to approve, approved*

* + 1. Industrial Maintenance Technology AAS
       1. Megan Feagles presented on behalf of Mike Mattson
       2. Reflecting two course subject changes: IMT-233 and IMT-234 are now EET-233 and EET-234, respectively.

*Motion to approve, approved*

* + 1. Renewable Energy Technology AAS
       1. Megan Feagles presented on behalf of Mike Mattson
       2. Reflecting two course subject changes: IMT-233 and IMT-234 are now EET-233 and EET-234, respectively.

*Motion to approve, approved*

* + 1. AS, Electrical Engineering, OIT
       1. Mike Farrell presented on behalf of Eric Lee
       2. Adding ENGR-112, moving a few other courses around. Credits will change from 102-104 to 105-107.

*Motion to approve, approved*

* + 1. Electronics Engineering Technology AAS
       1. Mike Farrell presented
       2. Credits/Hours Change: EET-112, EET-127, EET-254, EET-257
       3. Add: CDT-103, CDT-108A, CDT-223, EET-113, EET-114, EET-215, EET-225, EET-234, EET-235, HD-209, IMT-120, IMT-223, WR-121
       4. Remove: EET-230, EET-252, IMT-215, MFG-109, MTH-095, PH-201, PH-202, PH-203, WR-101
       5. Total Credits: from 104 credits to 97-103 credits
       6. Wanted to redesign the program to accommodate part-time students

*Motion to approve, approved*

* + 1. Electronics Engineering Technology CC
       1. Mike Farrell presented
       2. Add: EET-113, EET-114, EET-254, IMT-120, IMT-223, WR-121
       3. Remove: EET-127, MFG-109, MTH-095, MTH-112, WR-101
       4. Total Credits: from 55 to 48

*Motion to approve, approved*

* + 1. Microelectronics Systems Technology AAS
       1. Credits/Hours Change: EET-112, EET-127, EET-215
       2. Add: EET-113, EET-114, EET-215, EET-227, HD-209, IMT-120, MTH-095
       3. Remove: EET-230, IMT-215, MFG-109, MTH-050, MTH-080
       4. Total Credits: change from 100 to 91

*Motion to approve, approved*

* + 1. Microelectronics Systems Technology CC
       1. Add: EET-113, EET-114, IMT-120, IMT-223, MTH-095
       2. Remove: EET-127, MFG-109, MTH-050, MTH-080, electives
       3. Total Credits: change from 56 to 47

*Motion to approve, approved*

* 1. **COMM-112 removal from AAOT, ASOT-Business, ASOT-Computer Science**
     1. Alice Lewis presented
     2. The department would like to remove COMM-112 from Oral Communication requirement in AAOT, ASOT-Business, ASOT-Computer Science
        1. COMM-111 and COMM-112 are listed. COMM-111 is a prereq for COMM-112, so students are taking COMM-111, not COMM-112.
        2. If the Committee agrees with the change, Alice would bring the change to College Council.

*Motion to approve, approved*

1. **Closing Comments**

*-Meeting Adjourned-*

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| **Next Meeting: January 17, 2020 CC127 8-9:30am** |