Curriculum Committee

**October 16, 2020** (8-9:30am)

**Curriculum Committee Minutes**

May 20, 2016

**Meeting Agenda**

**Present**: Dustin Bare, Nora Brodnicki, George Burgess, Elizabeth Carney, Jeff Ennenga, Megan Feagles (Recorder), Eden Francis, Sue Goff, Shalee Hodgson, Kerrie Hughes, Jason Kovac, Kara Leonard, Alice Lewis (Alternate Chair), Mike Mattson, Tracy Nelson, David Plotkin, Scot Pruyn (Chair), Lisa Reynolds, Cynthia Risan, Terrie Sanne, Charles Siegfried, Casey Sims, Tara Sprehe, Sarah Steidl, Dru Urbassik, Andrea Vergun, Jim Wentworth-Plato

**Guests:** Debra Carino, Amanda Coffey, Matt Goff, Alondra Gomez Camacho, Sarah Hoover, Chris Konieczka, Dave Mount

**Absent**: Helen Wand

1. **Welcome & Introductions**
2. **Approval of Minutes**
	1. Approval of the June 5, 2020 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. New members feel free to reach out to Scot
	2. Review Teams/Sub-Committee process sharing
		1. Bring back for November 6th. Curriculum Office will send out reminder to team and sub-committee leads before next meeting.

*MCF put on 11/6/20 agenda on 10/16/20*

* 1. Courses scheduled for Inactivation
		1. This is the second of three notices about courses scheduled for inactivation on 6/30/2021
			1. First brought to Curriculum Committee at the March 6, 2020 meeting (and sent to department chairs/admins on 3/19/20)
		2. These are courses that haven’t been offered since 2018/SP. Including new courses that have never been offered (unless it’s a recent new course)
		3. To prevent inactivation, the course must be offered during the 20-21 year, OR JUST ASK US NOT TO INACTIVATE IT.
		4. The list is posted under Additional Documents and will be updated frequently.
		5. When do you want your third and final reminder?
			1. January 2021

*MCF put on 1/15/21 agenda on 10/16/20*

* + 1. Dru will send Courses Scheduled for Inactivation AND Courses Due and Overdue for Review to Department Chairs, Directors, Admins, etc
		2. Megan will include both documents in the post-meeting approval email as well

*Done on 10/16/20 by MCF*

1. **Old Business**
	1. Membership Vacancies
		1. Scot Pruyn presented
		2. Need an interim AFAC Review Team lead for Jeff McAlpine, who is on sabbatical for all of 20-21
			1. Tracy Nelson will fill in
		3. Remove AFAC Associate Dean
		4. Replace Frank Corona with Jim Wentworth-Plato
		5. Have Patricia McFarland replace Rick Carino for 20/FA (and maybe Nora for 21/SP)
		6. TAPS
			1. Sharron Furno for EHCJ
			2. Shalee is working on it

*Membership updated on website, membership list, attendance sheet, both outlook events, and outlook email list on 10/16/20 by MCF*

* 1. Gen Ed Review
		1. Elizabeth Carney presented
		2. AAOT allows students to easily transfer to a four-year
		3. There isn’t enough information on the course outlines to assess whether a course meets Gen Ed guidelines
		4. The group has drafted a new set of questions they are planning to try out.
	2. Goal Setting
		1. Scot Pruyn presented
		2. Meeting structure/move approval stuff towards beginning
		3. Bring back for November 6th meeting

*Put on 11/6/20 meeting on 10/16/20 by MCF*

* 1. Curriculum Management Software Update
		1. Dru Urbassik presented
		2. Right now working on the new outline framework before opening it up to others for feedback
		3. Working on having separate workflows for Related Instruction and Gen Ed review
		4. The new tool will likely integrate assessment
1. **New Business**
	1. **Course Hours, Instructional Method, Credits Change**
		1. WRD-090
			1. Dave Mount presented
			2. Change from 55 LECT/5 Credits to 44 LECT/4 Credits
			3. One part of overhaul of WRD sequence.
			4. “The main driver behind the credit change was that, while these students do need lots of help, and more time in class does sound good in theory, faculty who have taught the class agree that five hours is simply too much to ask of them.”
			5. Doesn’t affect any program credits so the change will take effect in 21/WI.

*Motion to approve, approved*

* 1. **Program Suspensions**
		1. Professional Truck Driver CC
			1. Matt Goff presented
			2. No provider or instructional resources are available to support this program.
			3. Are we inactivating the courses?
				1. Ok to inactivate at the end of the 2020 calendar year
				2. Megan will email Matt about inactivating the courses

*MCF emailed Matt Goff on 10/16/20*

*Motion to approve, approved*

* 1. **Program Amendments**
		1. AS, Geology, PSU
			1. Sarah Hoover presented
			2. Shifted Math and Chemistry courses around
			3. Updated Electives to be more specific
			4. Initiated by PSU
			5. Overall credit change from 92-94 to 91-95

*Motion to approve, approved*

* + 1. Organic Farming CC
			1. Chris Konieczka presented on behalf of April Chastain
			2. Removed HOR-148, Added HOR-230, HOR-237 moves to electives. Shifted other courses around
			3. Overall credit change from 56-59 to 53-56

*Motion to approve, approved*

1. **Closing Comments**

*-Meeting Adjourned-*

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| **Next Meeting: November 6, 2020 (8-9:30am)** |