Curriculum Committee

**December 4, 2020** (8-9:30am)

**Curriculum Committee Minutes**

May 20, 2016

**Meeting Agenda**

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

**Guests:** Kelly Love, Lupe Martinez, Laurette Scott

**Absent**: ASG Representative, Dustin Bare, Scot Pruyn (Chair), Terrie Sanne

1. **Welcome & Introductions**
2. **Approval of Minutes**
	1. Approval of the November 20, 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. **Course and Program Approvals**
	1. **New Courses**
		1. HD-138
			1. Casey Sims presented
			2. From outline “Increased awareness of anxiety and depression as well as knowledge of tools to manage them increases retention and completion for students.”

*Motion to approve, approved*

* + 1. ED-216
			1. Laurette Scott presented
			2. This course is being developed as part of the Major Transfer Map/AAOT Elementary Education. Will replace and be equated to ED-100 and ED-200. Required for the major.
			3. SLOs were developed with the other Oregon Community Colleges.
			4. Remove general education or distribution requirement from the outline

*Done by MCF on 12/4/20. Also changed in agenda packet and reuploaded to meeting webpage*

*Motion to approve, approved*

* 1. **Course Inactivations**
	2. ED-100, ED-200
	3. Laurette Scott presented
	4. The New ED-216 will replace ED-100 and ED-200. Students who took either ED-100 or ED-200 will get credit for ED-216. They will be equated in Colleague.
	5. ED-100 is listed as a course in the Education EFA. Needs to change to ED-216 starting 2021/SU
	6. Changes to EFAs will come to Curriculum Committee as informational items.

*Put on 1/15/21 agenda by MCF on 12/4/20*

*Motion to approve, approved*

* 1. **Program Amendments**
		1. Career & Technical Education (CTE) Licensure Prep CC
			1. Laurette Scott presented
			2. Replaced ED-100 or ED-200 with ED-216. Total credit change from 27-28 to 28

*Motion to approve, approved*

* + 1. Early Childhood Education & Family Studies AAS
			1. Laurette Scott presented
			2. Replace ED-100 with ED-216

*Motion to approve, approved*

* + 1. Early Childhood Education & Family Studies CC
			1. Laurette Scott presented
			2. Replace ED-100 with ED-216

*Motion to approve, approved*

* 1. **New Programs**
		1. AAOT Elementary Education
		2. Laurette Scott presented
		3. Specifically designed to assist students in transferring into a junior undergrad standing.
		4. It was suggested this program go to College Council as an informational item.
			1. Dru will work with Laurette to bring to College Council
		5. Remove WR-123, ART-116, DMC-194, DMC-195

*Done by MCF on 12/4/20. Also changed in agenda packet and reuploaded to meeting page*

*Motion to approve, approved*

* 1. **Program Learning Outcomes**
		1. Alcohol & Drug Counselor CPCC
			1. Megan Feagles presented on behalf of Yvonne Smith
			2. Changing “abuse” to “use” in PLO 2, changing ”abuse” to “misuse” in PLO 4
			3. The official diagnosis changed with the latest edition of the Diagnostic and Statistical Manual of Mental Disorders (DSM)

*No approval needed; informational item*

* + 1. Wildland Fire Programs (4)
			1. Jeff Ennenga presented
			2. Updated programs and updating PLOs as a result of all the changes.
			3. Change “insure” to “ensure”

*Done by MCF on 12/4/20. Also changed in agenda packet and reuploaded to meeting page*

*No approval needed; informational item*

1. **Old Business**
	1. FYE Requirement for All Programs
		1. Lupe Martinez and Kelly Love presented
		2. Continuing discussion from 11/20/20 meeting
		3. FYE-101 will be required for all degree-seeking students.
		4. Hoping to get at least 33% of programs done by catalog deadline.
	2. Catalog Edits
		1. Dru Urbassik presented
		2. Added additional meeting on January 29th
	3. Curriculum Committee Charter Draft
		1. Alice Lewis presented
		2. Continuing discussion from 11/20/20 meeting
		3. Scot organized the proposed voting and membership standards into a draft Charter
		4. Bringing back for initial feedback, eventually bring to College Council
2. **New Business**
	1. Updated Process Docs, Checklists, Flowcharts
		1. Megan Feagles presented
		2. Process Documents
			1. Course Creation, Edits, Inactivation, and Reactivation: added in the extra steps for changing credits, instructional method, hours
			2. Program Amendment: updated to match what is actually happening. Department sends Curriculum Office the amendment and we look over it before getting Dean approval.
		3. Flowcharts updated to match process docs
		4. Checklists: updated to be a broad overview of steps in order. Process docs have more detailed info.
3. **Closing Comments**

*-Meeting Adjourned-*

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| **Next Meeting: January 15, 2021 (8-9:30am)** |