Curriculum Committee

**March 5, 2021** (8-9:30am)

**Curriculum Committee Minutes**

May 20, 2016

**Meeting Agenda**

**Present**: Dustin Bare, Nora Brodnicki, George Burgess, Rick Carino, Elizabeth Carney, Amanda Coffey, Megan Feagles (Recorder), Eden Francis, Sharron Furno, Shalee Hodgson, Jason Kovac, Kara Leonard, Alice Lewis (Alternate Chair), Mike Mattson, Tracy Nelson, Scot Pruyn (Chair), Lisa Reynolds, Terrie Sanne, Charles Siegfried, Casey Sims, Sarah Steidl, Dru Urbassik, Andrea Vergun, Helen Wand, Jim Wentworth-Plato

**Guests:** Greg Bostrom, Rick Lockwood, Sharon Parker

**Absent**: ASG Representative, Jeff Ennenga, Sue Goff, Kerrie Hughes, Patricia McFarland, David Plotkin, Cynthia Risan, Tara Sprehe

1. **Welcome & Introductions**
2. **Approval of Minutes**
	1. Approval of the February 5, 2021 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. **Course Hours, Instructional Method, Credits Change**
		1. BA-250
			1. Sharon Parker presented
			2. Changing from 33 LECT/3 Credits to 44 LECT/4 Credits
			3. reflects the increased rigor of a capstone course and the increased time commitment necessary for students to complete a substantive, integrative business plan project that is more complete that what was previously required in the 3 credit version of this course.
			4. This course is 4 credits at OSU and most of the larger Oregon Community Colleges

*Motion to approve, approved*

* + 1. PH-201, 202, 203, 211, 212, 213
			1. Greg Bostrom presented
			2. Changing all courses from 40 LECT/30 LAB, to 44 LECT/33LAB

*Motion to approve, approved*

* 1. **New Courses**
		1. FRP-206
			1. Shalee Hodgson presented for Jeff Ennenga
			2. Requested by industry to support new employees that meet OROSHA Division 7 rules.
			3. Will be offered to 20 students through a grant

*Motion to approve, approved*

* + 1. MA-135
			1. Shalee Hodgson presented for Cindy Garner
			2. To teach skills that employers have requested for entry level healthcare employees.

*Motion to approve, approved*

* + 1. MFG-218, MTT-111, 112, 113, 121, 122, 123, 141, 241, 242, 252, 253, 254, 268, 269
			1. Mike Mattson presented
			2. These courses are for the Machine Tool Technology AAS and CC program redesign
			3. MFG-218
				1. Lean Manufacturing
			4. MTT-111, 112, 113
				1. Manual Machining I
				2. Updated versions of MFG-111, 112, and 113
			5. MTT-121, 122, 123
				1. Updated version of previous CNC Machining series (MFG-201, 202, 203). In the new program, these will be presented to students the first 3 terms of the program. Rather than starting in the second year.
			6. MTT-141, 251, 252
				1. CAD/CAM series. MTT-141 is an updated version of MFG-204.
			7. MTT-268, 269
				1. Capstone courses

*Motion to approve, approved*

* 1. **Program Learning Outcomes**
		1. Automotive Service Technology AAS
			1. Rick Lockwood presented
			2. Previously had a lot of duplicate outcomes. The updated outcomes are condensed and focused.

*No approval needed; informational item*

* + 1. Business Management CC
			1. Sharon Parker presented
			2. Removing outcome #1 because the business plan that was previously in BA-101 will be the primary capstone project in BA-250, which is not part of the 1 year business certificate.

*No approval needed; informational item*

* 1. **Program Amendments**
		1. Business AAS
			1. Sharon Parker presented
			2. Total credits change from 90-96 to 92-96
			3. Shifted courses around. BA-250 is now 4 credits. Updated electives for more crossover between other business programs.

*Motion to approve, approved*

* + 1. Business Management CC
			1. Sharon Parker presented
			2. Total credits change from 50 to 47
			3. BA-211 and BA-224 swapped terms. Removed BA-280.

*Motion to approve, approved*

* + 1. Human Resource Management CC
			1. Megan Feagles presented
			2. Reflecting BA-250 credit change
			3. Total credits change from 45-47 to 46-48

 *Motion to approve, approved*

1. **Old Business**
	1. **Curriculum Committee Charter**
		1. Scot Pruyn presented
		2. Approved Charter will be posted under Additional Documents
		3. Scot will bring to College Council

*Motion to approve, approved*

* 1. **DEI training next meeting. March 19, 2021 8-10am.**
		1. Scot will send the invite and pre-reading as soon as he gets it.
1. **New Business**
	1. **Three-Year Course Inactivation List (2022)**
		1. This is the first of three reminders. Second Notice will be Fall Term
		2. These are courses that haven’t been offered since 2019/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 21-22 year, OR JUST ASK US NOT TO INACTIVATE IT.
		4. The list is posted under Additional Documents and is updated frequently. It’s included in the approval email today.
2. **Closing Comments**
	1. Put on agenda for 4/2/21 meeting: Create a sub-committee to update the Course Revision Guidebook

*-Meeting Adjourned-*

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| **Next Meeting: March 19, 2021 (8-10am) DEI Training** |