Curriculum Committee

**June 7, 2024** (8-9:30am)

**Curriculum Committee Minutes**

May 20, 2016

**Meeting Agenda**

**Present**: ASG (Stephani Dale), Dustin Bare, Nora Brodnicki, Armetta Burney, Debra Carino, Virginia Chambers, Amanda Coffey, Juan Cortes, Megan Feagles (Recorder), Sue Goff, Erin Gravelle, Jordan Gulley, Dawn Hendricks, Kari Hiatt, Kerrie Hughes (Chair), Jason Kovac, Eric Lee, Kara Leonard, Gentiana Loeffler, Mike Mattson, Kelly Mercer, Deanna Myers, Tracy Nelson, David Plotkin, Lisa Reynolds, Terrie Sanne, Charles Siegfried, April Smith, Aundrea Snitker, Tara Sprehe, Chris Sweet, Dru Urbassik, Andrea Vergun

**Guests:** David Badstubner, Lars Campbell, April Chastain, Lucas Hann, Lupe Martinez, John Phelps, Jazlyn

 Ricalde, Laurette Scott

**Absent**: Elizabeth Carney, Patricia McFarland, Sarah Steidl, Wryann Van Riper

1. **Welcome & Introductions**
2. **Approval of Minutes**
	1. Approval of the May 17, 2024 minutes

*Motion to approve, approved*

1. **Consent Agenda**
	1. Course Number Changes
	2. Course Title Change
	3. Reviewed Outlines for Approval
		1. PSY-215 should be evaluated to see if can be a Related Instruction course for programs other than the Nursing (RN) AAS
		2. If COMM-111ESZ is a prereq for another course, would COMM-111ES satisfy that requirement?
			1. There is no plan to offer this course to students outside of the ECE programs.

*Motion to approve, approved*

1. **Course and Program Approvals**
2. **General Education Certification – ES-101**
	1. Lupe Martinez presented
	2. The General Education Review Team recommends that ES-101 be certified as a Gen Ed course in Social Sciences.
	3. Working on getting the other 3 ES courses approved for Gen Ed as well.

*Motion to approve, approved*

1. **Gen Ed Program Amendments**

Curriculum Office presented

* 1. AA Degree, Oregon Transfer
		1. Adding newly approved Gen Ed course ES-101 to Gen Ed Social Sciences List. Same change for all programs.
	2. AA Degree, Transfer English Literature
	3. AS Degree, Transfer Biology
	4. AS Degree, Transfer Computer Science
	5. Associate of General Studies
	6. Oregon Transfer Module

*Motion to approve, approved*

1. **Hours Change – HOR-222**
	1. April Chastain presented
	2. Changing from 20 LECT to 22 LECT. Credits remain the same.
	3. Changing from 5-week class to full-term class based on student feedback.

*Motion to approve, approved*

1. **Elementary Education AAOT Amendment**
	1. Laurette Scott presented
	2. Changing elective requirement to require at least 9 credits of Career Technical Education (CTE) courses.
	3. Adding HDF-247 as an option instead of ED-229.
	4. Part of a pilot program with the Clackamas Education Service District (ESD) and Clackamas Career and Technical Education Consortium (C-TEC). CCC will be creating a Career & Technical Education Program for Education aligned to the Elementary Education AAOT.
	5. This will help the department access funds only allowed for CTE programs.
	6. Add ENG-222 as a recommended elective
		1. Updated and reuploaded to agenda packet.

*Motion to approve, approved*

1. **Music Changes**

Lars Campbell presented

* 1. Credit Change: MUP-100
		1. Changing from 1 credit to 1-2 credits variable.
	2. New Courses: MUS-150, MUS-151
		1. Remodel of MUS-145 with three one-credit classes embedded.
		2. Does MUS-150 have the same transferability as MUS-145?
			1. Yes.
	3. AS, Music, PSU Amendment
		1. Swapping out MUP-122 option with MUP-125. Swapping out MUP-222 option with MUP-225. Adding 0 credit MUS-188 to each term. No change to total credits.
	4. Music Performance & Technology AAS Amendment
		1. Only change is adding 0 credit MUS-188 to each term. No change to total credits.
	5. Music Technology CC Amendment
		1. Adding 0 credit MUS-188 to each term. Removing MUS-149 from electives. Updating MUS-145 in electives to be MUS-145 or MUS-150, MUS-151, and MUS-152. No change to total credits.
	6. Digital Media Communications AAS
		1. Removing MUS-149. Updating MUS-145 to be MUS-145 or MUS-150, MUS-151, and MUS-152. No change to total credits.

*Motion to approve, approved*

1. **New Program: Music Technology AAS**
	1. Lars Campbell and David Badstubner presented
	2. The program builds upon the foundation of the Music Technology Certificate while also preparing students for an industry job hunt or further higher education pursuit.
	3. Department was advised of the following for future amendments:
		1. Balancing credits per term
		2. Changing 11 credit term to be at least 12 so that student would be full time
		3. Changing 19+ credit terms to be 18 or lower so students wouldn’t have to seek special permission to take extra credits.
		4. Adding FYE-101 to first term
	4. Cannot add to the catalog/website/Colleague or market/advertise until CCWD, HECC, NWCCU approvals. This won’t be on the HECC Agenda until at least the August 8th meeting.

*Motion to approve, approved*

1. **Industrial Technology Amendments**

Mike Mattson presented

* 1. Machine Tool Technology AAS
		1. Changing the Classification of Instructional Programs (CIP) Code from 15.0613 Manufacturing Engineering Technology/Technician to 48.0501 Machine Tool Technology/Machinist. Same change to the CC and CPCC too.
		2. Also changing the electives in 2nd year spring term to be 3-4 credits. Total credits change from 93-97 to 92-97.
	2. Machine Tool Technology CC
		1. Only change is the CIP Code. Changing from 15.0613 to 48.0501
	3. CNC Operator CPCC
		1. CIP code changing from 15.0613 to 48.0510 Computer Numerically Controlled (CNC) Machinist Technology/CNC Machinist
		2. Adding MTH-065 as an option. No change to total credits.
	4. Energy Systems Maintenance CC
		1. Changes drive by the Department of Labor RENEW IT Grant
		2. Program changing by more than 30% so technically a suspension and new program with CCWD. Also changing the program from a career pathway to a stand-alone certificate.
		3. Name changes from Energy Systems Maintenance Technician to Energy Systems Maintenance.
		4. Adding MFG-129, MFG-131, IMT-111, MTH-065. Total credits change from 22 to 29.
		5. Change out WLD-104 for WLD-150
			1. Updated and reuploaded to agenda packet.

*Motion to approve, approved*

1. **Nursing (RN) AAS Amendment**
	1. Virginia Chambers presented
	2. Reformatting to make the curriculum more clear to students. Counting program requisites towards total program credits.

*Motion to approve, approved*

1. **New Course – COMM-100ESZ**
	1. Lucas Hann presented
	2. Need for current student population and to help students finish the Initial Welding Certificate. Currently teaching as a 199/Experimental Course
	3. Update offering term to “Not Offered Every Term”
		1. Updated and reuploaded to agenda packet

*Motion to approve, approved*

1. **Related Instruction – COMM-100ESZ, COMM-111ESZ**
	1. The Related Instruction Sub-Committee recommends these courses be approved for Related Instruction since the Spanish versions of the courses have the same requirements and learning outcomes as their English counterparts.

*Motion to approve, approved*

1. **Old Business**
	1. **Curriculum Committee Membership Vacancies**
		1. Deans are responsible for vacancies in their areas.
		2. If your term is up, you’ll be removed as a member right after this meeting unless you tell me otherwise. This will ensure you don’t receive any courseleaf emails that don’t apply to you.
	2. **Course Transferability**
		1. Continuation of discussion from last meeting
2. **New Business**
	1. **Courses Due and Overdue for Review 2024-2025**
		1. Courses must be reviewed at least once every 5 years per ISP 160.
		2. While the Curriculum Office can facilitate the list of courses, the Department Chair is responsible for ensuring courses are reviewed.
		3. Courses last reviewed in 2018-2019 are due for review. Please submit an outline even if there are no changes to the course.
		4. The list is posted under Additional Documents and is updated frequently. The link will be included in the Curriculum Committee approval email today.
	2. **Reviewing First Year in CourseLeaf**
		1. How was your first year using CourseLeaf?
			1. There’s a lot to learn, but most of it was intuitive and when it wasn’t there was support readily available.
		2. Program Editing will hopefully be a part of Summer InService
3. **Closing Comments**

*-Meeting Adjourned-*

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| **Next Meeting: October 4, 2024 (8-9:30am)** |