

	Presenter	Action
1. Welcome/Intro to Curriculum Committee	Chair	
2. Approval of Minutes	Chair	Approval
3. Consent Agenda a. Course Number Changes b. Course Title Change c. Reviewed Outlines for Approval	Chair	Approval
4. Course and Program Approvals a. Reactivation – ENG-217	Trevor Dodge	Approval/27.WI
5. Old Business a.		
6. New Business a. Curriculum Committee Systems/Resources b. CourseLeaf Form Updates c. Updating Charter i. Membership ii. Voting Guidelines d. Commencement 2027 Planning Group	Curriculum Office Curriculum Office Chair Nora Brodnicki Sarah Steidl/Chris Sweet	Approval Approval
7. Closing Comments		

Curriculum Committee Overview

Present: ASG (Robert Sessums), Keely Baca, Dustin Bare, Nora Brodnicki (Co-Chair), Armetta Burney, Elizabeth Carney, Virginia Chambers, Amanda Coffey, Craig Connors, Ephanie Debey, Ada Echevarria, Megan Feagles (Recorder), Jordan Gulley, Kari Hiatt, Danielle Hoffman, Kerrie Hughes, Anne Innis, Kara Leonard, Gentiana Loeffler, Keoni McHone, Kelly Mercer (Co-Chair), Deanna Myers, Misay Partnof, David Plotkin, Charles Siegfried, AJ Smith, April Smith, Aundrea Snitker, Chris Sweet, Dru Urbassik

Guests: George Burgess, Kari Nixon

Absent: Debra Carino, Erin Gravelle, Frank Kilders, Carrie Sandberg, Sarah Steidl, Wryann Van Riper

1. Welcome

2. Approval of Minutes

- a. Approval of the May 15, 2026 minutes

Motion to approve, approved

3. Consent Agenda

- a. Course Number Changes
- b. Course Title Change
- c. Reviewed Outlines for Approval

Motion to approve, approved

4. Course and Program Approvals

a. **Chemistry Changes**

George Burgess presented

a. New Courses

i. CH-125

- 1. Replacing CH-105L to match the CCN changes to CH-104 and CH-124. The lab will now be graded.

ii. CH-126

- 1. Replacing CH-106L to match the CCN changes to CH-104 and CH-124. The lab will now be graded.

b. Credit Changes

i. CH-105

- 1. Changing from 5 credits to 4 credits. 1 credit remains in the CH-105S seminar, 1 credit will now be graded in the new CH-125 lab. Title updated to match CH-104/CH-124 CCN format.

ii. CH-106

- 1. Changing from 5 credits to 4 credits. 1 credit remains in the CH-106S seminar, 1 credit will now be graded in the new CH-126 lab. Title updated to match CH-104/CH-124 CCN format.

c. Inactivations

i. CH-105L

- 1. Replacing with CH-125 to match the CCN changes to CH-104 and CH-124.

ii. CH-106L

- 1. Replacing with CH-125 to match the CCN changes to CH-104 and CH-124.

d. Amendments

Replacing CH-105 with CH-105 and CH-125. Replacing CH-106 with CH-106 and CH-126. No change to total credits.

- i. AS, Biology, OSU
- ii. AS, Music, PSU
- iii. Associate of Arts Oregon Transfer (AAOT)
- iv. Associate of General Studies
- v. Business (AST)
- vi. Computer Science (AST)

- vii. Core Transfer Map
- viii. Elementary Education (AAOT)
- ix. English (AAT)
- x. Oregon Transfer Module

Motion to approve, approved

b. Music Technology AAS Amendment

Curriculum Office presented for David Badstubner.

- a. Adding MUS-145, Removing 2 credits of MUS-280. Updates to Program Electives.
- b. Total credits change from 94-102 to 95-107.
- c. Dave was wanting to amend his Music Technology AAS program curriculum to incorporate the totality of the music department offerings for students to gain a more well-rounded music education. Dave also wanted to collaborate with the EET department and worked with Mike Farrell to offer the EET-112 in a time that doesn't conflict with Music classes. Music technology and EET are fundamentally connected. By offering electives in EET for students who are inspired to pursue the interconnectivity between the two disciplines, Dave hopes to foster interdepartmental connections and growth for students interested in this field. Dave comes from a background of Liberal Arts Education, so he also felt it important to include electives for students to choose from a broader swath of course offerings, college wide, to enable students to pursue topics of their interest that correlate to a broader education perspective.

Motion to approve, approved

c. Administrative Professional Changes

Curriculum Office presented for Bev Forney

- a. BT-121 Inactivation
 - i. This course is being deactivated as it is no longer relevant to instruction for these programs.
- b. Amendments
 - i. Administrative Professional AAS
 - 1. Removing BT-121. Total credits change from 91-92 to 90-91.
 - ii. Administrative Assistant CC
 - 1. Removing BT-121. Total credits change from 46-48 to 45-47.
 - iii. Administrative Assistant Training CC
 - 1. Removing BT-121. Total credits change from 33 to 32.
- c. Program Learning Outcomes
 - i. Administrative Professional AAS
 - 1. Removing "numerical data entry keyboarding skills" from PLO 1.
 - ii. Administrative Assistant CC
 - 1. Removing "numerical data entry keyboarding skills" from PLO 1.

Motion to approve, approved

d. EMT Changes

Virginia Chambers presented

- a. EMT-109 Credit Change
 - i. Changing from 24 LECT, 2 credits to 36 LECT, 3 credits.
 - ii. Program faculty have been experiencing curriculum creep over the past three years. This course is running every spring term and historically 2 credits is insufficient time to cover the course learning objectives and outcomes. The EMT statewide consortium approved moving it from 2 credits to 3 credits.
- b. Emergency Medical Technology CC Amendment
 - i. Only change is updating EMT-109 credits.
 - ii. Total credits change from 51 to 52.

Motion to approve, approved

e. Wildland Fire Changes

Jordan Gulley presented

- a. Credits/Hours/Instructional Method Changes
 - i. FRP-130

1. Changing from 61 LE/LA, 3 credits to 24 LECT, 2 credits.
 2. We have received a curriculum update from National Wildland Fire Coordinating Group (NWCG). The lab component has been moved to a new course FRP-140 Intro to Wildland Fire LAB. NWCG lecture courses S-110 & L-180 have been moved to a new course FRP-150 Careers in Wildland Fire. FEMA courses ICS-100 & i-700 have been removed from this course, both are still offered and remain within FRP-200.
- ii. FRP-200
 1. Changing from 44 LECT, 4 credits to 12 LECT, 1 credit.
 2. Curriculum update in 2025. This curriculum has multiple modalities of approved delivery. The new selected modality of training will represent a traditional academic course including weekly homework assignments/scenarios and in class lecture. There is web based content available to instructors to support student learning throughout the week.
- b. New Courses
- i. FRP-140
 1. NWCG has updated their course curriculum and course requirements. This format will able us to appropriately meet the course objectives provided by NWCG. The lab component will allow for additional support and collaboration from our industry partners.
 - ii. FRP-150
 1. The curriculum requirements for these courses have been updated and paired with content that previously existed within the FRP-130 course. Additionally, working with our advisory committee, we continue to recognize a need to prepare prospective employees for the life-work balance of a fire career.
- c. Program Amendments
- i. Emergency Management Professional AAS
 1. Updating FRP-130 and FRP-200 credits in the electives. Adding FRP-140 and FRP-150 to the electives. No change to total credits.
 - ii. Wildland Fire Management AAS
 1. FRP-130 credit decrease, Adding FRP-140 and FRP-150. Adding FRP-144 as an option to FRP-244. Removing GIS-201. EMT-109 credit increase.
 2. Total credits change from 97-99 to 92-95
 - iii. Wildland Fire Science CC
 1. FRP-130 credit decrease. Adding FRP-112, FRP-140, FRP-144, FRP-150, FRP-200. Removing FRP-212 and FRP-243.
 2. Total credits change from 56-57 to 55-58.
 - iv. Wildland Firefighter 1 CPCC
 1. FRP-130 credit decrease. Adding FRP-112, FRP-140, FRP-150, FRP-200. Removing FRP-212 and FRP-244.
 2. No change to total credits.
 - v. Geographic Information Systems (GIS) Technology CC
 1. FRP-130 and FRP-200 credit change. Adding FRP-140 and FRP-150. Only changes are to electives. No change to total credits.
 - vi. EFA, Natural Resources
 1. Changing FRP-130 or FRP-101 and FRP-102 to FRP-130 and FRP-140 and FRP-150, or FRP-101 and FRP-102
 2. Adding WET-111 and MTH-082B as an option to WET-110 and MTH-082Z
 3. Total credits change from 11-12 to 13-14.

Motion to approve, approved

f. General Education

- a. ENG-253
 - i. The General Education Review Team recommends that ENG-255 continue to be approved as General Education in the Arts & Letters area.
- b. ENG-255
 - i. The General Education Review Team recommends that ENG-255 continue to be approved as General Education in the Arts & Letters area.

Motion to approve, approved

5. Old Business

- a. Courses Overdue and Due for Review 25-26 Progress
 - i. 34% of courses that were Due were reviewed and approved.
 - ii. 53% of Overdue courses were reviewed and approved.
 - iii. 85% of Critically Overdue courses were reviewed and approved.
 - iv. Shoutout to the following departments who completed 100% of their courses: Automotive and Welding, Counseling, English, Engineering, Health/PE, and Health Sciences.
- b. Courses Overdue and Due for Review 26-27
 - i. Per ISP 160, course outlines must be reviewed at least once every 5 years.
 - ii. The list is posted on the Curriculum Committee website on the Additional Documents page. It will be included in the follow-up/approval email today.
 - iii. The list was also emailed individually to department chairs early last week.
- c. Curriculum Committee Co-Chair 2026-2027
 - i. Jordan Gulley has volunteered to Co-Chair the Committee with Kelly.

6. New Business

- a.

7. Closing Comments

-Meeting Adjourned-

Next Meeting: October 2, 2026 (8-9:30am)

1. Course Title Change

Course	Current Title	Proposed Title

2. Course Number Change

Course	Title	Proposed Course Number

3. Outlines Reviewed for Approval

Course	Title	Implementation
PSY-101	Human Relations	2027/WI

Course Change Request

Date Submitted: 06/01/26 12:03 pm

Viewing: **PSY-101 : Human Relations**

Last approved: 03/29/24 3:36 am

Last edit: 06/01/26 12:17 pm

Changes proposed by: Elizabeth Sauber (elizabeth.sauber)

Related GenEd:

[PSY-101: Human Relations](#)

Catalog Pages
referencing this
course

- [Medical Assistant, Certificate](#)
- [Auto Body/Collision Repair and Refinishing Technology, AAS](#)
- [Automotive Service Technology, AAS](#)
- [Dental Assistant, Certificate](#)
- [Digital Media Communications, AAS](#)
- [Emergency Management Professional, AAS](#)
- [Emergency Medical Technology, Certificate](#)
- [Entry Level Journalist, Career Pathway Certificate](#)
- [Fitness Specialist, Certificate](#)
- [Music Technology, AAS](#)
- [Psychology \(PSY\)](#)
- [Related Instruction](#)
- [Video Production Technician, Career Pathway Certificate](#)
- [Water & Environmental Technology, AAS](#)
- [Water & Environmental Technology, Certificate](#)

Programs
referencing this
course

- [AAS.AUTOSERTECH: Automotive Service Technology](#)
- [CC.VIDEOPRODTECH: Video Production Technician](#)
- [AAS.WATERENVIRONTECH: Water & Environmental Technology](#)
- [CC.WATERENVIRONTECH: Water & Environmental Technology](#)
- [AAS.MUSICTECH: Music Technology](#)
- [CC.DENTALASST: Dental Assistant](#)

In Workflow

1. Curriculum Office
2. DASC Curriculum Committee Outline Review Team
3. Curriculum Office
4. Curriculum Committee Approval
5. Colleague

Approval Path

1. 06/01/26 12:20 pm
Megan Feagles (megan.feagles):
Approved for Curriculum Office
2. 06/04/26 9:20 am
Kerrie Hughes (kerrie): Approved for DASC Curriculum Committee Outline Review Team
3. 06/09/26 9:16 am
Megan Feagles (megan.feagles):
Approved for Curriculum Office

History

1. Sep 15, 2023 by
Megan Feagles (megan.feagles)
2. Mar 29, 2024 by
Megan Feagles

AAS.DMC1: Digital Media Communications
AAS.EMP: Emergency Management Professional
CC.EMT: Emergency Medical Technology
CC.ELVLJRNLIST: Entry Level Journalist
CC.FITNESSSPEC: Fitness Specialist
AAS.ABCOLRRTECH: Auto Body/Collision Repair and Refinishing
Technology

Credits/Hours/Instructional Method Change

Is Topic Shell Course?

Are you the Faculty Contact Person?

Yes

Course Prefix PSY - Psychology

Course Number 101

Department Social Sciences

Division Arts and Sciences

Course Title Human Relations

Grading

Grade Scheme Standard (STND)

Credit Type Credit Course

Allow Pass/No Pass Yes

Only Pass/No Pass No

Audit Yes

Min Credit 3.00

Variable Credit No

Contact hours

Lecture	33.00
---------	-------

Lec/Lab	
---------	--

Lab	
-----	--

Activity	
----------	--

Clinical	
----------	--

Field	
-------	--

CWE Seminar	
-------------	--

CPR	
-----	--

Seminar	
---------	--

Community	
-----------	--

Education/Drivers	
-------------------	--

Ed	
----	--

Community	
-----------	--

Education/Adult	
-----------------	--

Total	33
-------	----

Proposed Effective	Winter 2027
--------------------	-------------

Term	
------	--

I acknowledge that this course, for the average student, will be a time commitment of 3 hours per week per credit in combination of in-class and out-of-class activity.

Course Description

Focuses on developing skills and strategies necessary to build and maintain successful personal and professional relationships. Applies psychological principles to understanding relationships with ourselves and others in social, workplace, and digital contexts. Includes an overview of basic psychology principles in addition to skill development in the following areas: dealing with emotions, interpersonal communication, developing close relationships, resolving conflicts, and managing stress. Includes individual and group activities, lecture, and discussions with an emphasis on student participation.

Type of Course (ACTI Code)

100 - Lower Division Collegiate

Select at least one of the following:

Discipline Studies

Is this class challengeable?

No

Can this course be repeated for credit in a degree?

No

Course Requisites

Required

Prerequisites

Corequisites

Prerequisites or Corequisites

Recommended

Prerequisites

WRD-090 or placement in WRD-098

Corequisites

Prerequisites or Corequisites

Non-Course Requisites

Required

Recommended

Is Student Petition required?

No

Show course in
Schedule

Print in Schedule

Hide course in catalog

No

When do you plan to offer this course?

Summer/Fall/Winter/Spring

Will this class use library resources?

Yes

Have you talked with a librarian regarding that impact?

No

Course Certifications

Is this a Related Instruction course?

Yes

Related Instruction
Area

Human Relations

Are you going to seek General Education Certification after course approval?

No

General Education Outcome(s)

Equivalent Courses

Equivalent Active Courses

Equivalent Inactive Courses

Student Learning Outcomes

Student Learning Outcomes

	Upon successful completion of this course, students should be able to:
1	<u>apply basic psychological concepts and skills to intra- and interpersonal relationships in service of navigating a diverse world;</u> ~~identify psychological concepts and analyze their influence on one's own intra- and interpersonal experiences and relationships;~~
2	<u>use research-based</u> ~~demonstrate effective~~ strategies for managing conflict and improving communication skills <u>across contexts</u> in <u>their</u> personal and professional <u>relationships;</u> ~~contexts;~~
3	<u>use research-based</u> ~~apply~~ coping strategies to deal more effectively with <u>emotional distress;</u> ~~anger, frustration, and stress;~~
4	<u>evaluate</u> ~~explain~~ cross-cultural differences and how they influence communication <u>across contexts</u> in <u>their</u> personal and professional <u>relationships;</u> ~~contexts;~~
5	<u>identify strategies for increasing self-efficacy to promote positive behavioral change.</u> ~~identify effective strategies to navigate relationships in digital realms.~~

Major Topic Outline

1. Self-concept and personality development
 2. Cultural diversity and development
 3. Emotional awareness and managing stress effectively
 4. Motivation and behavior change
 5. Happiness and well-being (positive psychology)
 6. Values and ethics
 7. Interpersonal and cross-cultural communication in social, workplace, and digital contexts
 8. Managing conflict in social, workplace, and digital contexts
 9. Love and intimate relationships (including diverse sexualities, genders, and relationships)
 10. Managing life transitions, including grief and loss
 11. Workplace success and professionalism
- ~~1. Self-concept and self-esteem 2. Personality development 3. Dealing effectively with emotions 4. Diversity and cross-cultural communication 5. Interpersonal communication skills in social, workplace and digital contexts 6. Love and intimate relationships 7. Managing conflict in intimate relationships and the workplace 8. Managing stress and wellness 9. Values and ethics 10. Managing life transitions, including grief and loss 11. Sexuality, including gender identity, sexual orientation, transgender,~~

sexual harassment and sex abuse 12.Happiness and well-being 13.Effects of digital technology in personal and professional relationships

Green Course Management

Does the content of this class relate to job skills in any of the following areas:

Increased Energy Efficiency

No

Produce Renewable Energy

No

Prevent Environmental Degradation

No

Clean up Natural Environment

No

Supports Green Services

No

Percent of Course 0

Course Transferability

OUS school to which the course will transfer

EOU - Eastern Oregon University

Comparable

course(s)

PSY LDT ~~OSU: PSY LDT OIT: PSY 000 UO: PSY 210T SOU: PSY LDT EOU: PSY LDT WOU: PSY 2XX~~

How does it transfer?

general education or distribution requirement

general elective

required or support for major

Evidence of transferability

OUS school to which the course will transfer

OIT - Oregon Institute of Technology

Comparable

course(s)

PSY 000 ~~OSU: PSY LDT OIT: PSY 000 UO: PSY 210T SOU: PSY LDT EOU: PSY LDT WOU: PSY 2XX~~

How does it transfer?

general education or distribution requirement

general elective

required or support for major

Evidence of transferability

OUS school to which the course will transfer

OSU - Oregon State University

Comparable

course(s)

PSY LDT ~~OSU: PSY LDT OIT: PSY 000 UO: PSY 210T SOU: PSY LDT EOU: PSY LDT WOU: PSY 2XX~~

How does it transfer?

general education or distribution requirement

general elective

required or support for major

Evidence of transferability

OUS school to which the course will transfer

~~PSU - Portland State University~~

Comparable

course(s)

~~OSU: PSY LDT OIT: PSY 000 UO: PSY 210T SOU: PSY LDT EOU: PSY LDT WOU: PSY 2XX~~

How does it transfer?

~~general education or distribution requirement~~

~~general elective~~

~~required or support for major~~

Evidence of transferability

OUS school to which the course will transfer

SOU - Southern Oregon University

Comparable

course(s)

PSY LDT ~~OSU: PSY LDT OIT: PSY 000 UO: PSY 210T SOU: PSY LDT EOU: PSY LDT WOU: PSY 2XX~~

How does it transfer?

general education or distribution requirement

general elective

required or support for major

Evidence of transferability

OUS school to which the course will transfer

UO - University of Oregon

Comparable

course(s)

PSY 210T ~~OSU: PSY LDT OIT: PSY 000 UO: PSY 210T SOU: PSY LDT EOU: PSY LDT WOU: PSY 2XX~~

How does it transfer?

general education or distribution requirement

general elective

required or support for major

Evidence of transferability

OUS school to which the course will transfer

WOU - Western Oregon University

Comparable
course(s)

PSY 2XX ~~OSU: PSY LDT OIT: PSY 000 UO: PSY 210T SOU: PSY LDT EOU: PSY LDT WOU: PSY 2XX~~

How does it transfer?

general education or distribution requirement

general elective

required or support for major

Evidence of transferability

Please attach documentation

Reviewer Comments

Course Number	Title	Implementation
ENG-217	Games and Literature	2027/WI

Course Change Request

Course Reactivation Proposal

Date Submitted: 06/11/26 3:11 pm

Viewing: **ENG-217 : Games and Literature**

Last edit: 09/22/26 7:12 am

Changes proposed by: Trevor Dodge (trevord)

Credits/Hours/Instructional Method Change

In Workflow

- 1. Curriculum Office
- 2. DAFC Dean
- 3. DAFC Curriculum Committee Outline Review Team
- 4. Curriculum Office
- 5. Curriculum Committee Approval
- 6. Colleague

Approval Path

- 1. 06/11/26 2:55 pm
Megan Feagles
(megan.feagles):
Rollback to Initiator
- 2. 06/15/26 6:33 am
Megan Feagles
(megan.feagles):
Approved for
Curriculum Office
- 3. 06/15/26 5:36 pm
Danielle Hoffman
(danielle.hoffman):
Approved for DAFC
Dean
- 4. 06/16/26 11:29 am
Nicole Rosevear
(nicolero):
Approved for DAFC
Curriculum
Committee Outline
Review Team
- 5. 06/16/26 11:31 am
Megan Feagles

Is Topic Shell Course?

Are you the Faculty Contact Person?

Yes

Course Prefix ENG - English Literature

Course Number 217

Department English

Division Academic Foundations and Connections
(AFAC)

Course Title Games and Literature

Grading

Grade Scheme Standard (STND)

Credit Type Credit Course

Allow Pass/No Pass Yes

Only Pass/No Pass No

Audit Yes

Min Credit 4.00

Variable Credit No

Contact hours

Lecture 44.00

Lec/Lab

Lab

Activity

Clinical

Field

CWE Seminar

CPR

Seminar

Community

Education/Drivers

Ed

Community

Education/Adult

Total 44

Proposed Effective Term Winter 2027

I acknowledge that this course, for the average student, will be a time commitment of 3 hours per week per credit in combination of in-class and out-of-class activity.

Yes

Course Description

This class explores games as important narrative forms with strong ties to the social ~~literary~~, ~~social~~, and historical times in which they are created. Students will develop a critical understanding of a variety of game forms and explore their connections to traditional literary texts.

Type of Course (ACTI Code)

100 - Lower Division Collegiate

Select at least one of the following:

Elective Only

Reason for reactivation

This course was deactivated while I was on medical leave a few years ago + I am ready to return!

Is this class challengeable?

No

Can this course be repeated for credit in a degree?

No

Course Requisites

Required

Prerequisites

Corequisites

Prerequisites or Corequisites

Recommended

Prerequisites

Corequisites

Prerequisites or Corequisites

Non-Course Requisites

Required

Recommended

WRD-098 or placement in WR-121Z ~~WR-121~~

Is Student Petition required?

No

Show course in

Print in Schedule

Schedule

Hide course in catalog

No

When do you plan to offer this course?

Not Offered Every Term

Will this class use library resources?

Yes No

Have you talked with a librarian regarding that impact?

No

Course Certifications

Is this a Related Instruction course?

No

Are you going to seek General Education Certification after course approval?

No

General Education Outcome(s)

Equivalent Courses

Equivalent Active Courses

Equivalent Inactive Courses

Student Learning Outcomes

Student Learning Outcomes

	Upon successful completion of this course, students should be able to:
<u>1</u>	<u>realize the narrative function of games, as well as arguments for their artistic validity;</u>
<u>2</u>	<u>explore the social-historical contexts for games, particularly how they compare to more traditional art forms;</u>
<u>3</u>	<u>encourage and empower students to think critically about the culture in which they live and what literature(s) it produces.</u>

Major Topic Outline

1) History + Definitions!

2) Analysis!

3) Make One Yourself!

Green Course Management

Does the content of this class relate to job skills in any of the following areas:

Increased Energy Efficiency

No

Produce Renewable Energy

No

Prevent Environmental Degradation

No

Clean up Natural Environment

No

Supports Green Services

No

Percent of Course

0

Course Transferability

OUS school to which the course will transfer

PSU - Portland State University

Comparable
course(s)

ENG-306U: Videogames and Electronic Literature

How does it transfer?

general elective

Evidence of transferability

Other. Please explain.

Explanation of other evidence of transferability

This course has transferred as a general elective to OUS schools in the past + not just PSU...

OUS school to which the course will transfer

OSU - Oregon State University

Comparable
course(s)

AJ-311: Media Storytelling, ENG-302: Writing about Literature

How does it transfer?

general elective

Evidence of transferability

Other. Please explain.

Explanation of other evidence of transferability

This course usually transfers as a general elective, too

Please attach documentation

Reviewer Comments

Megan Feagles (megan.feagles) (06/11/26 2:55 pm): Rollback: 2 things: 1. Please update the requisite. WR-121 is now WR-121Z. 2. Need to list at least 2 transfer schools. Thanks!



Curriculum Committee Charter

Mission

The Clackamas Community College (CCC) Curriculum Committee supports faculty in the development and implementation of high-quality curriculum that is accessible to all students, adaptable to changing needs, and accountable to the community by facilitating faculty collaboration and ownership of the curriculum and providing a venue for faculty to establish curricula and improve instructional programs.

Purpose

In supporting the mission of the College, the Curriculum Committee oversees the quality and content of course outlines and transfer and non-transfer degree and certificate requirements in accordance with the policies and guidelines of the Northwest Commission of Colleges and Universities (NWCCU) and other relevant agencies. The committee provides guidance, advocacy, and oversight for curricular issues that are cross-departmental or institutional in scope and impact. This includes, but is not limited to, new courses, revisions to existing courses, transferability, general education and related instruction issues, and new and revised programs.

Scope

The committee is tasked with the following responsibilities:

1. Provide oversight of all new or changed course outlines and program proposals to ensure that academic standards are maintained.
 - a. Review and evaluate course outlines to assure that they are well developed, clear and complete, meet state guidelines, conform to CCC standards, satisfy transferability requirements (if any), and that supporting documents adequately supplement the proposal;
 - b. Assure that general education outcomes on course mapping documents are clearly and appropriately addressed in the student learning outcomes, and that state approved criteria are reflected in the course outlines to which the mapping documents are attached;
 - c. For courses identified as meeting Related Instruction through embedded content, ensure that course outlines clearly address the student learning outcomes relevant to the Related Instruction area;
 - d. Make recommendations to assist individuals and departments/areas to strengthen their course outlines and program proposals.
2. Evaluate the impact of curriculum proposals on the College to assure that the curriculum offered is complementary and integrated.
 - a. Assure that overlap with existing courses, impacts on other divisions, departments/areas, courses, programs, college services, and pre/co-requisites have been addressed.
3. Approve or disapprove new or changed course outlines and programs, recommend quality and conformance to best curricular practice throughout the College.
4. Establish, review and revise procedures and guidelines as needed to assure quality and conformance to best curricular practice throughout the College.

Membership

The membership of curriculum committee includes faculty and staff members from varied departments. This reflects an intentional effort to gather broad representation from the College community; these different perspectives help ensure that we can effectively challenge, support, and continuously improve the College's curriculum.

1. Ex Officio positions
 - a. Director, Curriculum Office (non-voting)
 - b. Curriculum and Scheduling Specialist (non-voting)
 - c. Vice President, Instruction and Student Services (INSS)
 - d. Dean, Institutional Effectiveness & Planning (IEP)
 - e. Center for Teaching and Learning Representative
 - f. Associated Student Government (ASG) Representative
 - g. Dean, Academic Foundations and Connections (AFAC)
 - h. Associate Dean, Academic Foundations and Connections (AFAC)**
 - i. Financial Aid Representative
 - j. Graduation Services Representative
 - k. Director, Student Academic Support Services
 - l. Academic and Career Coach Representative
 - m. Dean, Arts and Sciences
 - n. Associate Dean, Arts and Sciences
 - o. Dean, Technology, Applied Science and Public Services (TAPS)
 - p. Associate Dean, TAPS
 - q. Director of Health Sciences**
 - r. Registrar
 - s. Veterans Services
2. Regular faculty positions
 - a. Faculty from each division are appointed by their dean.
 - b. We value full-time and associate faculty representation. Faculty membership on the committee is reviewed regularly to ensure broad representation from divisions and compliance with relevant bargaining agreements.
 - c. Regular members serve three-year terms.
 - d. Committee may choose to retain a current representative beyond a three-year cycle, with dean approval.
3. Chair
 - a. The committee is chaired by a faculty member who serves a two-year term as chair.
 - b. Chair duties include onboarding new members, leading meetings, putting agenda items up for a vote, checking in with review teams, and sharing updates at College Council.
 - c. In the current chair's final term, a call will be put out to nominate a new chairperson from among the faculty membership.
 - d. After nominations, all members vote on the new chair according to the committee's voting guidelines (below).
 - e. Chair terms can be extended beyond two years if a) they are approved as a continuing member of the committee by their dean, b) they are nominated for an extended term as chair, and c) committee members vote to approve the extended term.

Review Teams

Review teams evaluate new and revised course outlines according to the Course Revision Guidebook standards. Division review teams are made up of all committee members in that division. Related Instruction and General Education review teams are made up of volunteers from the curriculum committee.

1. AFAC Review Team
2. Arts and Sciences Review Team
3. TAPS Review Team
4. Related Instruction Review Team
5. General Education Review Team

Voting Guidelines

1. A quorum of at least 1/3 of the voting members, with more than half of those being faculty members, must be present in order for a vote to take place.
2. All members of the committee other than the Curriculum Office representatives are eligible to vote on every item, including items that they introduce and present.
3. Any voting member can motion for an agenda item to be considered for vote. This vote may be pushed out up to 3 future meetings to provide preparation time for the vote. At that time, it may be decided, or tabled further by a quorum vote.

Additional Documents

The *Course Revision Guidebook* and other checklists, flowcharts, and process documents can be found on the committee page <http://webappsrv.clackamas.edu/committees/CC/>.

Relationship to Other Committees

The Curriculum Committee works with the Curriculum Office, Instructional Standards & Procedures (ISP) Committee, the Assessment Committee and other college entities as appropriate.

Definitions

Please see <http://handbook.ccwdwebforms.net/handbook/glossary> for a list of terms commonly used in committee discussions.

New Member Orientation

The committee chair will provide orientation to the committee at the first meeting of each year. Additionally, committee members in their first term will be provided orientation by the committee chair and/or their division review team.

Committee Member Expectations/Commitment

In addition to attending meetings, members of the Curriculum Committee are expected to:

- Be familiar with Curriculum Committee process documents and Course Outline Review Guidebook
- Review meeting agenda and bring questions/comments to share at the meeting
- Engage in work with divisional review team and other subcommittees as assigned
- Keep department and/or constituent group informed of committee action

Last Approved 10/2/2026

Meeting Schedule

The Curriculum Committee meets the first and third Friday of each month of Fall, Winter, and Spring terms, from 8-9:30am.

Curriculum Committee Membership 26-27

vacant

Curriculum Committee/Curriculum Office

Member	Committee Role	Ending Term	Term Cycle
Jordan Gulley	Co-Chair/Co-Alternate Chair	2028/SP	2-year
Kelly Mercer	Co-Chair/Co-Alternate Chair	2028/SP	2-year
David Plotkin	Vice President, Instruction & Student Services	Ex-Officio	Permanent
Anne Innis	Dean, Institutional Effectiveness & Planning	Ex-Officio	Permanent
Dru Urbassik	Director, Curriculum & Scheduling	Ex-Officio	Permanent
Megan Feagles	Curriculum & Scheduling Office/Recorder	Ex-Officio	Permanent
Elizabeth Carney	Center for Teaching and Learning Representative	Ex-Officio	Permanent
Rotates	ASG Student Representative	Ex-Officio	Permanent
SD DeWaay	Library	2027/SP	3-year

Academic Foundations and Connections (AFAC)

Member	Committee Role	Ending Term	Term Cycle
Danielle Hoffman	Dean, AFAC	Ex-Officio	Permanent
Stephanie Murphy	Associate Dean, AFAC, Review Team Lead	Ex-Officio	Permanent
Chris Sweet	Registrar	Ex-Officio	Permanent
Terrie Sanne	Financial Aid	Ex-Officio	Permanent
Sarah Steidl	Graduation Services	Ex-Officio	Permanent
April Smith	Veterans Services	Ex-Officio	Permanent
Dustin Bare	Director, Student Academic Support Services	Ex-Officio	Permanent
Kara Leonard	Academic and Career Coaches	Ex-Officio	Permanent
AJ Smith	Basic Skills Development & ESOL	2027/SP	3-year
Nicole Rosevear	English	2029/SP	3-year
Keoni McHone	Health/Physical Education	2028/SP	3-year
Kelly Mercer	Math	2029/SP	3-year
Misay Partnof	Faculty-At-Large	2028/SP	3-year

Arts & Sciences

Member	Committee Role	Ending Term	Term Cycle
Aundrea Snitker	Interim Dean, Arts & Sciences	Ex-Officio	Permanent
Dustin Bare	Interim Associate Dean, Arts & Sciences; Review Team Lead	Ex-Officio	Permanent
Nora Brodnicki	Art, Comm, Theatre, Journalism, World Lang, Music	2029/SP	3-year
Deanna Myers	Faculty-At-Large	2029/SP	3-year
Debra Carino	Computer Science	2029/SP	3-year
	Business, Horticulture	2029/SP	3-year
Kerrie Hughes	Sciences and Engineering	2028/SP	3-year
Charles Siegfried	Associate Faculty	2029/SP	3-year
Keely Baca	Faculty-At-Large	2027/SP	3-year
Ephanie Debey	Faculty-At-Large	2027/SP	3-Year
	Faculty-At-Large	2029/SP	3-year

Technology, Applied Science, and Public Services (TAPS)

Member	Committee Role	Ending Term	Term Cycle
Armetta Burney	Dean, TAPS	Ex-Officio	Permanent
Erin Gravelle	Associate Dean, TAPS; Review Team Lead	Ex-Officio	Permanent
Virginia Chambers	Director of Health Sciences	Ex-Officio	Permanent
Jordan Gulley	Wilsonville, Apprenticeship, Fire, Emergency	2029/SP	3-year
	Education, Human Services, Criminal Justice/Public Services	2029/SP	3-year
	Faculty-At-Large	2029/SP	3-year

Craig Connors	Industrial Technology	2028/SP	3-year
Kari Hiatt	Nursing, Allied Health	2029/SP	3-year
	Automotive/Welding	2029/SP	3-year

Sub-Committees

Related Instruction Sub-Committee

Member	Ending Term
Sarah Steidl	Ex-Officio
Kerrie Hughes	
Kelly Mercer	

General Education Sub-Committee

Member	Ending Term
Dustin Bare (lead)	Ex-Officio
Elizabeth Carney	Ex-Officio
Nora Brodnicki	
Kerrie Hughes	
Jeff McAlpine	
Kelly Mercer	
Almir Methadzovic	

2026-2027 Sabbaticals