

Curriculum Committee 2019-20 Annual Report



Education That Works



Curriculum Committee Membership 2019/20

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Cynthia Risan

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Tara Sprehe

Sarah Steidl

Dru Urbassik

Andrea Vergun

Helen Wand

Curriculum Committee Mission

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

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The Curriculum Committee works with:

- The Curriculum Office;
- Instructional Standards & Procedures (ISP) Committee;
- The Assessment Committee and other college entities as necessary.

Curriculum Committee Primary Functions

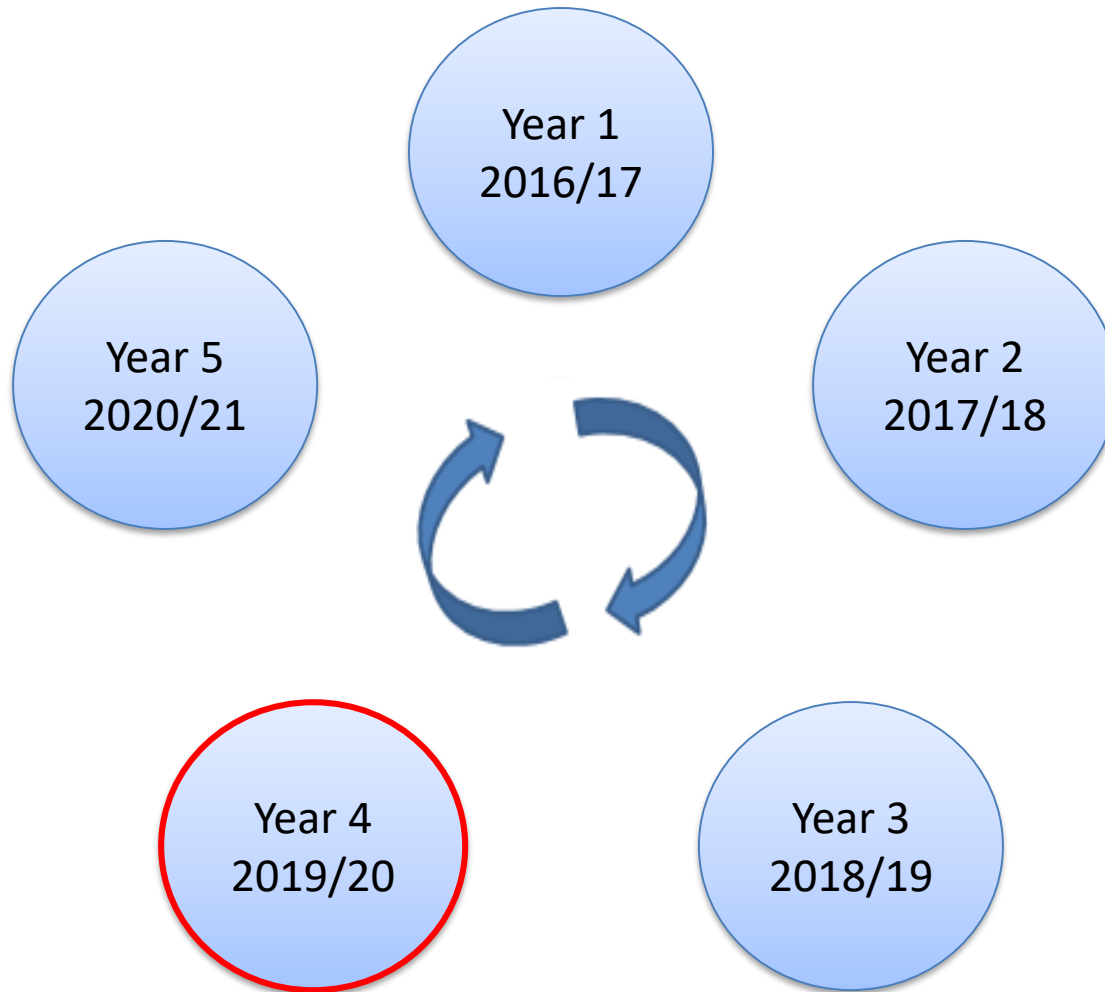
The committee reviews and approves recommendations regarding new courses, revisions to existing courses, transferability, general education, related instruction, and new and revised programs.

1. Provides oversight of all new or edited course outlines and program proposals to maintain academic standards and best curricular practice;
2. Evaluates impact of curriculum proposals to assure that the curriculum offered is complementary and integrated.
3. Establish, review and revise procedures and guidelines as needed to assure quality and conformance to best curricular practice throughout the College.

2019-2020 Approvals

Approved Item	Number of approvals
Course Edits	308 approvals (228 unduplicated courses)
New Courses	59 approvals
Related Instruction	30 approvals (23 unduplicated courses)
New Programs	3 approvals
Program Amendments	67 approvals (61 unduplicated programs)
Changes to Program Learning Outcomes	7 programs
Program Suspensions	1 program

Five Year Course Review Cycle



We are currently in Year 4 of the current 5 year review cycle

Related Instruction: *“programs of study for which applied or specialized associate degrees are granted, or programs of an academic year or more in length for which certificates are granted. They must contain a recognizable body of instruction in program-related areas of communication, computation and human relations”*. (OAR 589-006-0050)

- Can apply to some Career and Technical Education (CTE) programs and has core requirements in Communication, Computation, Human Relations, and Physical Education/Health/Safety/First Aid.
- Thirty (30) Related Instruction courses reviewed and approved during the current academic year.

General Education: *“The introduction to the content and methodology of the major areas of knowledge including the humanities and fine arts, the natural sciences, mathematics, and the social sciences and helps students develop the mental skills that will make them more effective learners and citizens in a democratic society”.* (OAR 589-006-0050)

- AAOT and ASOT-degree core electives in
 - Arts and Science
 - Social Science
 - Writing
 - Science/Math/Computer Science
 - Cultural Literacy

- Review team identified a need for a more thorough review process. Currently piloting a process for the Cultural Literacy area, to be expanded to other areas

Projects from this Academic Year

- **Review General Education review process, pilot new process**
 - The Gen Ed review team determined that the course outline and current system doesn't provide sufficient evidence to determine General Education approval
 - So, General Education review has been on hold for the year, pending a new review process that is being piloted with Cultural Literacy, which will include additional questions asked of course submitters to determine Gen Ed outcomes and transferability requirements are being met
 - A group of faculty from the committee met to look at a small backlog of courses that were seeking first time General Education certification, or certification in a new category, reviewed them and gave "provisional approval" as appropriate

Projects from this Academic Year (cont.)

- **Review Team Process Sharing and New Member Orientation**
 - After process sharing conversations in the Fall, divisional review teams saw increased efficiency and collaboration
 - New member orientation is now taking place in review teams

Projects from this Academic Year (cont.)

- **Curriculum Management Software**
 - Curriculum Office and Course Leaf teams are currently working on building the Online Catalog and new Curriculum Management system
 - Should be ready to train faculty on Curriculum Management system in January/February of 2020
 - 2021-22 catalog will be the first published using Course Leaf

2020/2021 Look Ahead

- **Expand General Education review process**
- **Revise membership structure and review teams to align with EFAs and division reorganization**
- **Provide further structure to course review process and workflow**
 - Partner with Assessment team to provide guidance on outcomes assessment
 - Partner with DEI team to provide guidance on equitable teaching and learning

Thank you!