

Curriculum Committee Minutes

October 17, 2023

Location: TDC Boardroom 1.162 & HRC Conference Room 1.279

PRESENT:

Voting Committee Members

Chair- Mimi Pentz (Nursing/Health)

Vice Chair- Andrea LoMonaco (Business)

Pam Morse (Math)

Kristen Booth (Pre-College)

Robert Wells-Clark (Ind/Trade)

Stephen Shwiff (Social Science)

Emilie Miller (Science)

Jenn Kamrar (Art,Cult,Comm)

Non-Voting Committee Members

Jarett Gilbert (VP Instructional Services)

Susan Lewis (Curriculum)

Mary Martin (Student Services)

Supporting Staff

Sara Wade (Instructional Services)

Guests

Anne Kelly, Mike Taphouse, Sara Mustonen

ABSENT

Voting Members

Rebecca Schwartz (Inst Dean)

Non-Voting Committee Members

Item	Discussion	Action
Call to Order:	Chair Mimi called the meeting to order at 3:32pm.	
Approval of October 6, 2023 Minutes	Motion: approve as written	Motion: Robert 2nds: Andrea 6 in favor – 0 opposed – 0 abstains
Submissions:		
ESOL Program Outcomes (Revision)	Question on reasoning for taking out the PLO regarding computer usage. Faculty considered computer usage and skills to be part of delivery of the course rather than course content. Motion: approve as written	Motion: Pam 2nds: Robert 6 in favor – 0 opposed – 0 abstains

New Business:		
1. Contact Hour Definitions	<ul style="list-style-type: none"> • Discussion on how each instructor has a different way of fulfilling the instruction time to come up with the correct contact hours for a course. <ul style="list-style-type: none"> ○ Some use videos, with stopping points to make sure the student is on track. ○ Some do lecture notes/reading materials w/discussion boards. ○ Some do activities such as case studies &/or labs. ○ Some just make sure that the all the course outcomes are being met by student. • Discussion between the differences of direct and indirect instruction. • We need to have an outline or a policy in place for clear instructions for instructors around contact hours. <p>ACTION ITEM: Kristen, Pam & Jarett will work on creating a chart outlining contact hour requirements for each modality to help guide and give resources to instructors. Will bring to the January meeting for the committee to review.</p>	
2. Transferability Requirements for Gen Ed Designation	<p>The committee asks Mike Taphouse (advisor) if there was any value to the student and advising to have CGCCs Gen Ed Designations be approved by at least one Oregon University for transfer as a Gen Ed, or is it satisfactory that CGCC make that decision without the recognition of any university accepting it as a Gen Ed?</p> <ul style="list-style-type: none"> • By having the Gen Eds approved by at least one school it allows advising to say that this Gen Ed has a high chance of being accepted as a Gen Ed from the receiving school but ultimately it is up to the accepting intuition to see how it will transfer. <p>Suggested that with the current approval process, it helps the students if they hit a road block with a university not accepting the Gen Ed when they told us they did. Because we have the documentation.</p> <p>Concern is that even if we are creating our own Gen Ed requirements we are still having to get “approval” from universities to see if they will accept our credits. Why should we give this control</p>	

	<p>to universities? We can make the determination ourselves as they are our courses.</p> <p>Gen Ed Course may only transfer to one other college and none of the other universities. The system for transferring credits from college to college is such a broken system in the state.</p> <p>As there is no assurance that universities will accept our credits in transfer as Gen Ed, we should evaluate courses based on our own standards for Gen Ed and approve or disapprove a Gen Ed designation.</p> <p>For AAS degrees it could make sense for us to determine what is a Gen Ed without concern for university transfer because they are terminal degrees and no other educational institution is involved. We would only be interested in seeing that our industry partners were satisfied as well as our own academic standards. However, when it comes to the transfer degrees, like the AAOT, it is beneficial to build courses that consider the requirements and align with university transfer. Students will be held to those requirements when they request transfer. We can help them by doing our part to ensure that they do transfer.</p> <p>University faculty may help by giving us ideas when it comes to Gen Ed transfer. Sometimes the communication between CGCC faculty and university faculty regarding transfer can produce an addition that is beneficial to the course, transferability, and, ultimately, the student.</p> <p>Suggested that we should adopt Gen Ed requirements from a specific university and use their guidelines for approving Gen Ed Courses. That way we would be guaranteed that our students can transfer to at least one university without problems.</p> <ul style="list-style-type: none"> • We could accept other colleges standards; if not, we need to stick with our standards knowing that our Gen Ed course may not transfer. • Maybe we should align our standards with more than one university. <p>Suggested that it may be better to focus on building articulation agreements with other institutions such as our ED pathway. Focus is on articulation of programs rather than individual courses to help make the process of transferring easier.</p>	
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	<p>ACTION ITEM (Susan): Data request before next meeting: How many students successfully transfer from CGCC to 4-year universities, compared to the amount of CGCC students that complete an AAS degree from CGCC.</p> <p>ACTION ITEM (Stephen): Gather the Gen Ed requirements from OSU, PSU, EOU.</p>	
Discussion Items:		
1. Standard Prerequisites	Committee ran out of time, will be put on a future meeting agenda.	
Meeting Adjourned: 4:55pm	Kristen motioned to end the meeting, Pam 2nded to end the meeting. The meeting ended at 4:55pm. All in favor.	Next Meeting: November 2, 2023