

**Curriculum Committee Minutes**

**February 1, 2018**

**3:30pm – 5:00pm**

**Location: TDC Room 3.218 (SS Conference Room) and Hood River Room 1.209 (conference room)**

**PRESENT**

**Voting Committee Members**

Pam Morse (Chair)  
P.K. Hoffman (phone)  
Katy Jablonski (phone)

Linnea Jaeger  
Doris Jepson (Vice Chair)

Emilie Miller  
Stephen Shwiff

**Non-Voting Committee Members**

Susan Lewis (Curriculum)

**Support Staff**

Gail Gilliland (Curriculum)

**Guests**

**ABSENT**

**Voting Committee Members**

Kristen Booth  
Zip Krummel  
John Schoppert

**Non-Voting Committee Members**

Dawn Sallee-Justesen (Student Services)

<b>Item</b>	<b>Discussion</b>	<b>Action</b>
<b>Call to Order</b>	Meeting called to order by Pam at 3:35pm	
<b>Informational item: none</b>		
<b>Business</b>	<b>Motion: approve January 18, 2018 minutes as written</b>	Motion: Emilie 2 <sup>nd</sup> : Linnea Action: 6 in favor – 0 opposed – 0 abstentions
<b>Submissions</b>		
MTH 105 Math in Society (Gen Ed CLO update)	Pam answered question on behalf of the Math department. There are no changes to the Math	Motion: Doris 2 <sup>nd</sup> : Linnea

	submissions. They are being brought through the Curriculum Committee for the Gen Ed CLO update.  <b>Motion: approve as written</b>	Action: 6 in favor – 0 opposed – 0 abstentions
MTH 111 College Algebra (Gen Ed CLO update)	<b>Motion: approve as written</b>	Motion: Linnea 2 <sup>nd</sup> : Emilie Action: 6 in favor – 0 opposed – 0 abstentions
MTH 112 Elementary Functions (Gen Ed CLO update)	<b>Motion: approve as written</b>	Motion: Doris 2 <sup>nd</sup> : Linnea Action: 6 in favor – 0 opposed – 0 abstentions
MTH 243 Statistics I (Gen Ed CLO update)	<b>Motion: approve as written</b>	Motion: Linnea 2 <sup>nd</sup> : Doris Action: 6 in favor – 0 opposed – 0 abstentions
MTH 244 Statistics II (Gen Ed CLO update)	<b>Motion: approve as written</b>	Motion: Katy 2 <sup>nd</sup> : PK Action: 6 in favor – 0 opposed – 0 abstentions
MTH 251 Calculus I (Gen Ed CLO update)	<b>Motion: approve as written</b>	Motion: Doris 2 <sup>nd</sup> : Linnea Action: 6 in favor – 0 opposed – 0 abstentions
MTH 252 Calculus II (Gen Ed CLO update)	3:45pm Stephen arrives.  <b>Motion: approve as written</b>	Motion: Linnea 2 <sup>nd</sup> : Stephen

		Action: 6 in favor – 0 opposed – 0 abstentions
MTH 253 Calculus III (Gen Ed CLO update)	Mark box #4 not addressed  <b>Motion: approve as amended to mark CLO #4 as “not addressed”</b>	Motion: Linnea 2 <sup>nd</sup> : Emilie Action: 6 in favor – 0 opposed – 0 abstentions
<b>Discussion Items:</b>		
	(P.K.: 4:00 – 4:55 pm)	
Definitions of “In-Depth” and “Minimally”	<p>E-mail comments from Kristen, Katy, Zip and PK were read to the Curriculum Committee.</p> <p>Strong concerns about using the word “Minimally” were expressed. “Minimally” does not represent what is needed.</p> <p>Committee debated the use of the following words to replace “in-depth” and “minimally”:</p> <ul style="list-style-type: none"> <li>• “Level 1” and “Level 2” removing the use of any weighted words and replacing with numbers</li> <li>• “Primary”, “Secondary” and “Not Addressed” (concerns about this sounding like primary and secondary school)</li> <li>• “Major designation” and “Minor designation” (liked that it was terminology used and recognized in academia, liked that it implied that effort was still required for the minor designation)</li> </ul> <p>Agreed upon using “major/minor” terminology.</p> <p>Changing the title of the formerly “in-depth” designation does not require any change to the previously agreed upon definition.</p>	<p>Motion: 2<sup>nd</sup></p> <p>Action: in favor – 0 opposed – 0 abstentions</p>

	<p>Discussion on the definition of “minor” ensued. Effort was made to mirror language used in the definition of “major”. Concern was expressed about including language that implied time limitations on how long a student would retain what was learned; rather the difference between “major” and “minor” was based on how much exposure the student would have to the CLO.</p> <p>Working off of suggested definitions provided in email, the committee crafted the following definition for a “minor” designation:</p> <ol style="list-style-type: none"> <li>1. The outcome is addressed adequately in the curriculum, establishing fundamental understanding</li> <li>2. Students can demonstrate and are assessed on a fundamental understanding of the outcome</li> </ol> <p>It was decided to table the discussion until the next meeting to allow some time to think about the proposed definition and make further suggestions if needed.</p> <p><b>ACTION ITEM:</b> Susan will write up the definition and e-mail it to the committee for responses and potential discussion prior to the meeting.</p>	
Adjourn: 5:00pm	PK moves to adjourn, Linnea 2nds	
<p><b>Next Meeting: February 15, 2018 3:30pm – 5:00pm Location: TDC Room 3.218 (SS Conference Room) and HRC Room 1.209 (Conference Room)</b></p>		