

Curriculum Committee Minutes

December 7, 2017

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)
Kristen Booth
P.K. Hoffman

Katy Jablonski (phone)
Linnea Jaeger
Doris Jepson (Vice Chair)

John Schoppert
Stephen Shwiff
Tom Lieurance

Non-Voting Committee Members

Susan Lewis (Curriculum)

Support Staff

Gail Gilliland (Curriculum)

Guest

Andrea Ware

ABSENT

Voting Committee Members

Emilie Miller

Non-Voting Committee Members

Dawn Sallee-Justesen (Student Services)

Item	Discussion	Action
Call to Order	Meeting called to order by Pam at 3:30pm	
Business		
	Motion: approve November 16, 2017 minutes with changes.	Motion: Kristen 2 nd : John Action: 8 in favor – 0 opposed – abstentions
Submissions		
CAS 106 Intro to HTML for Designers (New CTE Course)	Andrea Ware presented the CAS courses and the Web Design Assistant certificate.	Motion: John 2 nd Doris

	<p>Susan informed the CC these courses have been seen previously. The department is requesting that the Web Design Assistant certificate be removed from suspension including these courses which were suspended along with the certificate.</p> <p>These courses have been developed based on the previous approval.</p> <p>Note implementation date change from Fall 2015 to Fall 2018 on all CAS submissions</p> <p>Motion: approve with revision of implementation term to fall, 2018</p>	<p>Action: 8 in favor – 0 opposed – 0 abstentions</p>
CAS 208 Intermediate Photoshop (New CTE Course)	<p>Motion: approve with revision of implementation term to fall, 2018</p>	<p>Motion: Doris 2nd John Action: 8 in favor – 0 opposed – 0 abstentions</p>
CAS 235 Graphic Design (New CTE Course)	<p>The use of the language “different type” was questioned and changed to “use various design applications”. The use of a specific suggested book was questioned, as well as, the price and edition reflecting its current status and availability. Book suggestions are useful to new instructors. For now, the book reference will not be included, however will be added with the entire cited work to the text on the CCOGs at a later date.</p> <p>Motion: approve with following revisions:</p> <ol style="list-style-type: none"> 1. implementation term - fall, 2018. 2. Outcome #1: Use various design application software. 3. Remove department note. 	<p>Motion: Katy 2nd Tom Action: 8 in favor – 0 opposed – 0 abstentions</p>

<p>Web Design Assistant (New Certificate, Certificate Reinstatement)</p>	<p>Funding has been made available, and the courses have completed development.</p> <p>Discussion ensued regarding the benefit of two web certificates. Enrollment in the Web Development Assistant certificate has been low and was an issue when last year the Web Design Assistant sought to be reinstated citing enrollment in the Web Development Assistant as evidence of potential enrollment for the Web Design Assistant certificate. There doesn't appear to be sufficient enrollment to support one certificate, much less two.</p> <p>Web development and design are 2 different concepts. Web design is new.</p> <p>Possibly, a web design instructor could present the opportunity and availability of the web design certificate in the fall to CG 101 students.</p> <p>This is an entry level certificate.</p> <p>There are many businesses that want to update their website, providing growth potential for the certificate.</p> <p>Dan Spatz has been contacted about the marketing of these two certificates. There are a lot of marketing opportunities that have not yet been utilized.</p> <p>These are all online courses.</p> <p>The difference between CAS 106 and CAS 206 was discussed. A designer does not need to know as much html. The course for the development certificate includes coding. These courses do not support each other. They are separate stand-alone courses.</p> <p style="text-align: center;">Motion: approve as written</p>	<p>Motion: John 2nd Doris</p> <p>Action: 8 in favor – 0 opposed – 0 abstentions</p>

Entry-Level Administrative Assistant (Certificate Revision)	This certificate revision request was pulled from the agenda by the submitter.	
ART 102 Understanding the Visual Arts (Gen Ed CLO update)	Susan presented the ART courses to the CC for the Gen Ed designation CLO update. Motion: approve as written	Motion: John 2 nd Kristen Action: 8 in favor – 0 opposed – 0 abstentions
ART 211 Modern Art History: 19th Century Art in Europe and America (Gen Ed CLO update)	CLO update Motion: approve as written	Motion: John 2 nd Doris Action: 8 in favor – 0 opposed – 0 abstentions
ART 212 Modern Art History: Early 20th Century Art (Gen Ed CLO update)	CLO update Motion: approve as written	Motion: John 2 nd Linnea Action: 8 in favor – 0 opposed – 0 abstentions
	Note: this is the first set of courses to go through the Gen Ed CLO update process. The CC confirmed that the process worked well.	
Discussion Items:		
	(Kristen & P.K.: 4:45 – 4:55 pm)	
Definitions of “In-Depth” and “Minimally” update	Kristen and P.K presented the updated definitions of “In-Depth” and “Minimally”. They were thanked for their good work. Some language from the VALUE rubrics was included. Considerable conversation regarding the use of “minimally” as it appeared that instructors were being required to address an outcome beyond what a logical definition of “minimally” would imply; however, a new	Motion: Kristen 2 nd Katy Action: 7 in favor – 1 opposed – 0 abstentions

	<p>term which the committee could come to collective agreement on to replace “minimally” did not surface. The original definition of “in-depth” was revised to: For an in-depth designation:</p> <ol style="list-style-type: none"> 1. The outcome is addressed recurrently in the curriculum, regularly enough to establish an enduring understanding. 2. Students can demonstrate and are assessed on a thorough understanding of the outcome. <p>A final definition for “minimally” was not achieved. Conversation to continue at next meeting.</p> <p style="text-align: center;">Motion: approve definition for “in-depth” and agree not to seek further revision at next meeting.</p>	
Adjourn: 5:00pm	P.K. moved to adjourn, Kristen 2 nd	
Next Meeting: January 18, 2017 3:30pm – 5:00pm Location: TDC Room 3.218 (SS Conference Room) and HRC Room 1.209 (Conference Room)		