

Curriculum Committee Minutes

October 5, 2017

3:30pm – 5:00pm

Location: TDC Room 3.218 (SS Conference Room) and HRICC Room 1.209 (Conference Room)

PRESENT

Voting Committee Members

Pam Morse (Chair)
Doris Jepson (Vice Chair)
Kristen Booth

P.K. Hoffman
Katy Jablonski
Linnea Jaeger

Tom Lieurance
Emilie Miller
Stephen Shwiff

Non-Voting Committee Members

Susan Lewis (Curriculum)
Dawn Sallee-Justesen (Student Services)

Support Staff

Gail Gilliland (Curriculum)

Guests

Mary Kramer

Monica Pope

ABSENT

Voting Committee Members

John Schoppert

Non-Voting Committee Members

Item	Discussion	Action
Call to Order	Meeting called to order by Pam (Chair) at 3:30pm	
Informational item - none		
Business:	Motion: approve September 22, 2017 minutes as written Action Item: Susan will request an update from John Evans regarding two "Action Items" included in the September 22nd minutes:	Motion: Doris 2 nd : Tom Action: 6 in favor – 0 opposed – 1 abstentions

	<ul style="list-style-type: none"> • John Evans will discuss (MTH 98/105/243) track with the math department, including possible revision of prerequisites for MTH 243 • John Evans will discuss MTH course prerequisites with the math department to resolve any confusion. 	
Submissions:	<p>PE submissions were presented by Mary Kramer. The purpose of the following PE classes is to work towards expanding the PE options on campus. Course numbering was based on either matching PCC numbering or available numbers in the course master.</p>	
PE 181A Weight Training (New LDC Course)	<p style="text-align: center;">Motion: approve course as written</p>	<p>Motion: Stephen 2nd: Tom Action: 8 in favor – 0 opposed – 0 abstentions</p>
PE 181D Circuit Interval Training (New LDC Course)	<p style="text-align: center;">Motion: approve course as written</p>	<p>Motion: Doris 2nd Linnea Action: 8 in favor – 0 opposed – 0 abstentions</p>
PE 182D MindBody Fitness (New LDC Course)	<p>Brief discussion on the use of “demonstrate” in the outcomes. “Demonstrate” can be done beyond the class and be used in life-long fitness</p> <p style="text-align: center;">Motion: approve course as written</p>	<p>Motion: Linnea 2nd Emily Action: 8 in favor – 0 opposed – 0 abstentions</p>
PE 182I Aerial Yoga (New LDC Course)	<p>All levels are taught in this course, no prerequisites are required.</p> <p style="text-align: center;">Motion: approve course as written</p>	<p>Motion: Doris 2nd Tom Action: 8 in favor – 0 opposed – 0 abstentions</p>
PE 182T Mindful Yoga (New LDC Course)	<p style="text-align: center;">Motion: approve course as written</p>	<p>Motion: Doris 2nd Linnea Action: 8 in favor – 0 opposed – 0 abstentions</p>

PE 182Y Indoor Cycle Training (New LDC Course)	Motion: approve course as written	Motion: Stephen 2 nd Linnea Action: 8 in favor – 0 opposed – 0 abstentions
PE 183N Racquet Sports (New LDC Course)	There will be a parenthetical subtitle to this course. Motion: approve course as written	Motion: Katy 2 nd Emily Action: 8 in favor – 0 opposed – 0 abstentions
PE 185L Dance (New LDC Course)	There will be a parenthetical subtitle to this course. Motion: approve course as written	Motion: Doris 2 nd Katy Action: 8 in favor – 0 opposed – 0 abstentions
Discussion Items		
2. Form Revisions: New Certificate Request and Certificate Revision	Susan presented the form revision for New Certificate Request and Certificate Revision. The substantive change is the addition of the listing of course requisites for each of the listed courses in the program requisites and the coursework sections.	
3. Impact on Gen Ed designations because of revised CLOs – continued from September 22 meeting	CGCC minimum requirement for a Gen Ed designation is addressing 3 CLOs in-depth and 1 minimally. At this time “in-depth” and “minimally” are not defined. Committee members evaluate based on language in the related course outcome(s) and the identified supporting course content.	
a. Identification of courses that may drop below the Gen Ed requirements for addressing at least three CLOs in-depth and one minimally.	Susan presented the courses that will drop below the required Gen Ed requirements with the removal of the Professional Competence CLO (replaced with Quantitative Literacy). Significant number of courses will be impacted by the CLO revision and could potentially lose their Gen Ed designation.	

<p>b. Determine whether the requirements for Gen Ed status need revision.</p>	<p>The Gen Ed status is an internal CGCC designation. It does not carry to any other institution. It identifies which courses fulfill discipline area general education requirements for CGCC degrees. General Education is meant to fulfill the college's General Education philosophy statement as well as address the college's five Core Learning Outcomes.</p> <p>Probably only Math and some Science courses will have the new Quantitative Literacy CLO in-depth. Therefore, those courses that previously identified the replaced Professional Competence CLO as addressed "in-depth" may have difficulty meeting the 3 "in-depth" and 1 "minimally" requirement.</p> <p>Proposed Options:</p> <ol style="list-style-type: none"> 1. Leave requirement as currently defined: Gen Ed designation requires that a course address 3 CLOs "in-depth" and one additional CLO "minimally." 2. Revise to require courses to meet 3 CLOs "in-depth." 3. Revise to require courses to meet any 2 CLOs "in-depth" and one additional CLO "minimally." 4. Revise to require courses to meet CLOs 1 and 2 "in-depth" and one additional CLO "minimally." <p>Options 1 and 2 may result in courses that have traditionally held Gen Ed designations to lose their designation, or to rewrite their course to address an outcome that isn't logically pertinent to the course.</p> <p>Options 3 and 4 eliminate the concerns existing in Options 1 and 2. Option 4 gives emphasis to CLOs 1 (Communication) and 2 (Critical Thinking and Problem Solving) as addressing primary/fundamental outcomes of</p>	<p>Motion: Katy 2nd Stephen Action: 7 in favor – 1 opposed – 0 abstentions</p>
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	<p>General Education. Noting that CLOs 3-5 are not less valuable, however, they are less universal. Currently, all but 9 courses address CLOs 1 and 2 “in-depth.” The 9 courses that don’t currently describe themselves as addressing CLOs 1 and 2 “in-depth” appear to have the necessary content to do so.</p> <p>The CLO assessment schedule currently assesses CLOs 1 and 2 twice in the 5 year CLO assessment cycle.</p> <p>Motion: A Gen Ed course will be required to address at least 3 CLO’s. CLO #1 and #2 must be addressed “in-depth” and at least one additional CLO addressed minimally.</p>	
<p>c. Determine procedure for updating CLO information in CCOGs</p>	<p>All Gen Ed courses will need to complete an abbreviated Gen Ed Request form describing how they address the five CLOs.</p> <p>Department Chairs and faculty will be notified of the need to update their Gen Ed status. Susan will send each submitter the abbreviated Gen Ed Request form. She will also send them the copy of their most recent Gen Ed Request so that they may use the CLO justifications previously written when appropriate.</p> <p>Submissions will come before the committee for review and approval. This process will probably take the entire year to complete.</p> <p>Action Item: Susan will create an abbreviated Gen Ed Request form as well as a process for submission to present at the next CC meeting.</p>	
<p>Adjourn: 5:00pm</p>	<p>Tom moved to adjourn, Katy 2nd 8 yes, 0 no , 0 abstentions</p>	
<p>Next Meeting: October 19, 2017 3:30pm – 5:00pm Location: TDC Room 3.218 (SS Conference Room) and HRC Room 1.209 (Conference Room)</p>		