Curriculum Committee Minutes
February 7, 2019, 3:30pm – 5:00pm
Location: TDC Room 3.218 (SS Conference Room) and Hood River Room 1.209 (conference room)

PRESENT
Voting Committee Members

Katy Jablonski (Chair) (WR) (remote)

Kristen Booth (VChair) (Pre-College)

P.K. Hoffman (Arts and Humanities)

Linnea Jaeger (ESOL)

Zip Krummel (Social Science)

Emilie Miller (Science)

Pam Morse (Math)

Mimi Pentz (Nursing/Health Occupations) arriving at 4:00pm

Stephen Shwiff (Instructional Dean)

Andrea Ware (CTE) (remote)

Non-Voting Committee Members

Susan Lewis (Curriculum)

Guests

Mary Kramer

John Copp (remote)

Support Staff

Gail Gilliland (Curriculum)

Absent
Voting Committee Members

John Schoppert (Library)

Non-Voting Committee Members

Dawn Sallee-Justesen (Student Services)

Item	Discussion	Action
Call to Order	Meeting called to order by Kristen Booth, Vice Chair at 3:33pm	
Informational item: none		
Business:		
	01.24.19 minutes approved as written	Motion: Zip 2nd :Pam Action: 8 in favor – 0 opposed – 0 abstention

Submissions:		
UAS 101 Introduction to Unmanned Aircraft Systems (Course Revision: out, cont, text)	Mary Kramer presents and answers questions about the UAS submissions. USA 101 is currently part of the EMTech program. This is a course revision. Brief discussion ensues regarding the ethical and legal issues of drone usage and privacy. The Curriculum Committee concludes that the course content under outcome #3 is a bit brief. The UAS mission planning process, mission planning outcome and steps to achieving the outcome should be included. **Motion: approve as amended** **Amendment of Course content under outcome #3: Mission Planning – determine outcomes of mission; develop steps for achieving mission outcome.**	Motion: Katy 2nd: Stephen Action: 8 in favor – 0 opposed - 0 abstention
UAS 102 Small Unmanned Aircraft Aerial Photogrammetry (New Course)	Title change is recommended to be more reflective of the new course: "Small Unmanned Aircraft Systems: Aerial Photogrammetry". John Copp arrives by remote at 3:45pm Extensive discussion ensues regarding the use of the verb "sit" found in the beginning of outcome #7 and #8. It is noted the history of the term "sit" originates from nursing and welding course outcomes. The goal of outcomes #7 and #8 is to prepare the student to be able "sit" for specific certification exams with the hope of passing the exams. CGCC needs to be careful not to obligate itself to the student to take the test. It is the responsibility of the student to take the test.	Motion: Stephen 2nd: P. K. Action: 8 in favor – 0 opposed – 0 abstention

	The Curriculum Committee is in agreement to leave the outcomes as written. **Motion: approve as amended** **Amendment: Change title to "Small Unmanned Aircraft Systems: Aerial Photogrammetry"**	
UAS 103 Small Unmanned Aircraft Systems for Public Safety (New Course)	**Motion: approve as written**	Motion: Katy 2nd: P. K. Action: 8 in favor – 0 opposed – 0 abstention
Unmanned Aircraft Systems Fundamentals (New Certificate)	Mary Kramer explains the history of the creation of new certificate. There is an oversite committee that would like to see a UAS certificate offered. CGCC is located at the hub of UAS. The TOP national standards were developed with INSITU at the table. This is a one - year certificate and is good for the drone industry. It provides endless opportunities for successful students. This certificate is a way for CGCC to test the waters to see what the interests are and then see if we can grow a program. The classes will run fall, winter and spring terms for a total of 12 credits. Because it is an independent certificate and not attached to any degree, it will not be eligible for financial aid. The targeted student population will probably be workers. Hopefully, employers will pick up the cost. This is the only way to slowly and safely move into this program. It is set to begin fall, 2019. National testing discussion ensues regarding the passing of the national test. For a student to be awarded the CGCC certificate, all three courses must be passed. It is suggested that outcome #4 should be changed to "Pass AUVSI Trusted	Motion: Zip 2nd: Andrea Action: 8 in favor – 0 opposed – 0 abstention

	Operator Program (TOP) certifications exams one and two and sit for TOPs exam three." **Motion: approve as amended** **Amendment: Change outcome #4 to read "Pass AUVSI Trusted Operator Program (TOP) certification exams "1" and "2" and sit for TOP certification exam "3"."**	
• SOC 204 Sociology in Everyday Life (CLO update)	John Copp presents the SOC CLO updates for Curriculum Committee approval. Mimi arrives 4:05pm. **Motion: approve as written**	Motion: Katy 2nd: Pam Action: 9 in favor 0 – 0 opposed – 0 abstention
SOC 205 Social Change in Societies (CLO update)	**Motion: approve as written**	Motion: Katy 2nd: Emilie Action: 9 in favor – 0 opposed – 0 abstention
SOC 206 Social Problems (CLO update)	**Motion: approve as written**	Motion: Zip 2nd: Linnea Action:9 in favor 0 – 0 opposed – 0 abstention
SOC 213 Diversity in the United States (CLO update)	**Motion: approve as written**	Motion: Katy 2nd: Andrea Action: 9 in favor 0 – 0 opposed – 0 abstention
SOC 218 Sociology of Gender (CLO update)	**Motion: approve as written**	Motion: Pam 2nd:P. K.

		Action:9 in favor 0 – 0 opposed – 0 abstention
SOC 219 Religion & Culture: Social Dimensions (CLO update)	**Motion: approve as written**	Motion: Mimi 2nd: Katy Action: 9 in favor 0 – 0 opposed – 0 abstention
SOC 231 Sociology of Health & Aging (CLO update)	**Motion: approve as written**	Motion: Katy 2nd: Linnea Action: 9 in favor 0 – 0 opposed – 0 abstention
COMM 111 Public Speaking (CLO update)	**Motion: approve as written**	Motion: Mimi 2nd: Zip Action:9 in favor 0 – 0 opposed – 0 abstention
COMM 140 Introduction to Intercultural Communication (CLO update)	**Motion: approve as written**	Motion: Pam 2nd: Emilie Action: 9 in favor 0 – 0 opposed – 0 abstention
COMM 214 Interpersonal Communication: Process & Theory (CLO update)	**Motion: approve as written**	Motion: Mimi 2nd: Andrea Action: 9 in favor 0 – 0 opposed – 0 abstention
COMM 215 Small Group Communication: Process and Theory (CLO update)	**Motion: approve as written**	Motion: Katy 2nd: Stephen Action: 9 in favor 0 – 0 opposed – 0 abstention

COMM 228 Mass Communication and Society (CLO update)	It is noted that CLO #1 is revised to major. No amendment is necessary; Susan has form that includes the edit to major. **Motion: approve as written**	Motion: Mimi 2nd: Pam Action: 9 in favor 0 – 0 opposed – 0 abstention
COMM 237 Gender and Communication (CLO update)	**Motion: approve as written**	Motion: Katy 2nd: Linnea Action: 9 in favor 0 – 0 opposed – 0 abstention
PSY 201A Introduction to Psychology - Part 1 (Course Revision: tit, des, cont, text)	Zip Krummel presents the PSY 201A revision. John Copp stayed on the phone to answer questions. Extensive discussion ensued regarding the title. What precedent is set across the state regarding this title? What title are the other colleges using for these courses. • PCC: Intro to PSY Part 1 and Intro to PSY Part 2, per the PCC website • U of O and Chemeketa: PSY 201 Mind and Brain and PSY 202 Mind and Society • Linn Benton: PSY 201 General Psychology and PSY 202 General Psychology • Lane: PSY 201 General Psychology and PSY 201 General Psychology At CGCC, the courses are not sequential. PSY 201A is heavy on theory and PSY 202A is practice based. Zip would like to pull the submission and continue to research the differences in the two courses and check with the other Oregon colleges for names and submit it at a later date. **Submission postponed**	Motion: 2nd: Action: in favor 0 – 0 opposed – 0 abstention
PSY 202A Introduction to Psychology - Part 2 (Course Revision: tit, des, cont, text)	**Submission postponed**	

Discussion Items:		
Guidelines/Process for requesting new programs	Susan presents guidelines/process for requesting new programs. Unfortunately, Susan sent the wrong attachment. Continued by reading the document to the committee. Susan will e-mail the Program Adoption Process document to the Curriculum Committee. Extensive explanation of the adoption process ensues: • Do we agree that Curriculum Committee is the right body for the beginning of the process? • Most of CGCC degrees and changes are in CTE. • Should "program" be used? • Only "degree and certificate"? • Cross department communication would be helpful, which can begin in CC. • Define "program" – possibly related degrees and certificates make up a program. • Developing guidelines for adopting and sunsetting programs has been on the agenda for over a year. • If Curriculum Committee does not do this, someone else at the college will. Susan will e-mail the proposal and would like e-mail discussion regarding the proposal. The Guidelines/Process will be on the next Curriculum Committee meeting agenda as well as the remaining CLO updates and retreat date. Action Item: Susan will e-mail the Program Adoption Process document to the Curriculum Committee. Willing to begin conversation via email prior to next meeting.	
Adjourn: 5:00pm	Zip moves, Katy 2nds	
Next Meeting: February 21, 2019 3:30pm – 5:00pm. Location: TDC Room 3.218 (SS Conference Room) and HRC Room 1.209 (Conference Room)		