

**Curriculum Committee Minutes
January 24, 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)

Pam Morse (Math)
John Schoppert (Library)
Stephen Shwiff (Inst. Dean)
Andrea Ware (CTE) (remote)

Non-Voting Committee Members

Susan Lewis (Curriculum)

Guests

Mary Kramer
Tom Lieraunce
John Copp (remote)

Support Staff

Gail Gilliland (Curriculum)

Absent

Voting Committee Members

Emily Miller (Science)
Mimi Pentz (Nursing/Health Occupations)

Non-Voting Committee Members

Dawn Sallee Justesen (Student Services)

Item	Discussion	Action
Call to Order	Meeting called to order at 3:35pm by Kristen Booth, Vice Chair.	
Informational item: ECE 199 Literacy and Language Learning for Dual Language Learners (Experimental Course)	Mary Kramer informed the committee that ECE 199 is an Early Childhood Education experimental course to be offered next fall. It provides an opportunity for CGCC to test the curriculum. Students may only take 9 credits of experimental courses that will apply to their degree.	

	Experimental courses may only be offered for two terms within a 15-month period after which they may only be offered as a conventionally numbered course that has been approved following the normal course approval process.	
Business: None		
Submissions:		
EET 170 Embedded Computing (New Course)	<p>Mary Kramer and Tom Lieurance answer questions about the new courses, certificate and degree. Course content is discussed. This course teaches the elements of computing systems. Because CTE degrees are terminal, there are no transferability requirements. EET 170 is required in the EM-Tech AAS.</p> <p style="text-align: center;">Motion: Approve as written</p>	<p>Motion: Stephen 2nd: Pam Action: 9 in favor – 0 opposed – 0 abstention</p>
MEC 124 Mechatronic Systems in Advanced Manufacturing (New Course)	Motion: Approve as written	<p>Motion: Pam 2nd: Stephen Action: 9 in favor – 0 opposed – 0 abstention</p>
Electro-Mechanical Technology AAS (Degree Revision: coursework, credits)	<p>Mary informed the Curriculum Committee that EET 170 is the intended added course, not CIS 170; see #2 of specific changes on Revision of AAS Degree Request form. Discussion about the removal of Gen Ed course PSY 101: Human Relations in the Workplace ensued. Fulfillment of the Gen Ed requirement is up to the student. Currently, a specific Gen Ed course is not listed for each of the 16 credits of Gen Eds. Students are provided a choice rather than being told by the degree what Gen Ed course to take.</p> <p style="text-align: center;">Motion: Approve as amended</p>	<p>Motion: Kristen 2nd: John Action: 9 in favor – 0 opposed – 0 abstention</p>

	Amendment: remove CIS 170 and replace with EET 170 in the new courses added section of the Revision of AAS Degree Request form.	
Electro-Mechanical Technology (New Certificate)	<p>Certificates of 45 credits or more are required to include related instruction. This certificate has 43 credits; therefore, it does not require related instruction.</p> <p>It is noted that this is a new certificate. The State requires degrees and certificates that have more than 30% change to be submitted as a new certificate. The old certificate will be suspended following the approval of the new cert. This new certificate is a Career Pathway certificate.</p> <p>It was brought to the attention of the committee that the course title in section #3 needs to be changed from EET 170 Industrial Computing to EET 170 Embedded Computing.</p> <p style="text-align: center;">Motion: approve as amended</p> <p>Amendment: Change EET 170 Industrial Computing to EET 170 Embedded Computing</p>	<p>Motion: Katy 2nd: John Action: 9 in favor – 0 opposed – 0 abstention</p>
EC 200 Principles of Economics: Introduction, Institutions & Philosophies (CLO update)	<p>John Copp presents the Economics CLO updates. There are no changes in the Economics CLO updates.</p> <p style="text-align: center;">Motion: approve as written</p>	<p>Motion: PK 2nd: Katy Action: 9 in favor – 0 opposed – 0 abstention</p>
EC 201 Principles of Economics: Microeconomics (CLO update)	Motion: approve as written	<p>Motion: John 2nd: Stephen Action: 9 in favor – 0 opposed – 0 abstention</p>
EC 202 Principles of Economics: Macroeconomics (CLO update)	Motion: approve as written	<p>Motion: Katy 2nd: Pam Action: 9 in favor – opposed - abstention</p>

<p>WS 101 Women's Studies (CLO update)</p>	<p>John Copp presents the Women's Studies CLO updates for Curriculum Committee approval. Motion made to approve as written. After WS 101 was finished and the committee moved on to WS 201, it is brought to the attention of the committee that the course description on the General Ed/Discipline Studies List Request Form (Prerequisites: WR 115, RD 115 and MTH 20 or equivalent placement test scores. Audit available.) and the description on the Course Content and Outcome Guides (CCOGs) (Prerequisites: MTH 20 or equivalent placement test scores. Prerequisite/concurrent: WR 121. Audit available.) do not match. The description will be changed to match the description on the CCOGs. This required an amendment to the motion.</p> <p style="text-align: center;">Motion: approve as written</p> <p style="text-align: center;">Motion: approve as amended</p> <p style="text-align: center;">Amendment: Change the form description to match the description in the current CCOGs</p>	<p>Motion: Pam 2nd: John Action: 9 in favor – 0 opposed – 0 abstention</p> <p>Amendment: John 2nd: P.K. Action: 9 in favor – 0 opposed – 0 abstention</p>
<p>WS 201 Women's Studies (CLO update)</p>	<p>John Copp presents the Women's Studies CLO updates for Curriculum Committee approval. It is brought to the attention of the Curriculum Committee that the course description on the General Ed/Discipline Studies List Request Form (Recommended: WS 101. Prerequisites: WR 115 and RD 115 or equivalent placement test scores and Math 20. Audit available.) and the description on the CCOGs (Recommended: WS 101. Prerequisites: MTH 20 or equivalent placement test scores. Prerequisite/concurrent: WR 121. Audit</p>	<p>Motion: Zip 2nd: John Action: 9 in favor – 0 opposed – 0 abstention</p>

	<p>available.) do not match. The description will be changed to match the description on the CCOGs.</p> <p style="text-align: center;">Motion: approve as amended</p> <p>Amendment: Change the form description to match description in the current CCOGs</p>	
WS 202 Activism and Social Change (CLO update)	<p>John Copp presents the Women’s Studies CLO updates for Curriculum Committee approval.</p> <p>It was brought to the attention of the Curriculum Committee that the course description on the General Ed/Discipline Studies List Request Form (Prerequisites: WS 101 or WS 201. Audit available.) and the description on the CCOGs (Prerequisite: MTH 20 or equivalent placement test scores. Prerequisite/concurrent: WR 121. Audit available.) do not match. The description will be changed to match the description on the CCOGs.</p> <p style="text-align: center;">Motion: approve as amended</p> <p>Amendment: Change the form description to match description in the current CCOGs</p>	<p>Motion: Katy 2nd: Linnea Action: 9 in favor – 0 opposed – 0 abstention</p>
Entrepreneurship/Small Business Management AAS (Degree Revision: coursework, credits)	<p>Stephen informed the Curriculum Committee that the new AAS degree needs a bit of revision, as it is short a few credits. All AAS degrees need to be at least 90 credits. The revision adds a math course. In the original AAS the math course is a hidden requirement, since math is not “officially” required. Math is required in all AAS degrees. Math 65, Math 98 or higher fulfills the requirement for the CGCC AAS degrees.</p> <p style="text-align: center;">Motion: approve as written</p>	<p>Motion: Katy 2nd: Andrea Action: 9 in favor – 0 opposed – 0 abstention</p>

<p>Accounting AAS (Degree Revision: coursework, credits)</p>	<p>Stephen presented the revisions to the Accounting AAS. Added BA 188 and required AAS Math options. Added CAS 270 to the elective list – amendment made on front page (bullet #3 and #4); overall credit of degree dropped from 98 to 94 credits.</p> <p style="text-align: center;">Motion: approve as amended Amendment: Add CAS 270 to the elective list.</p>	<p>Motion: Zip 2nd: Linnea Action: 9 in favor – 0 opposed – 0 abstention</p>
Discussion Items:		
<p>Revision submission requirements/forms when updating outcomes</p> <p style="padding-left: 20px;">a. Should content be included on a revision form?</p>	<p>Susan leads the discussion around content being included on revision submissions when outcomes are revised.</p> <p>Since the evaluation of outcomes and the course's potential to teach those outcomes is in part based on the described course content, when outcomes are changed, it is reasonable to expect a change in content.</p> <p>This would also be the opportunity for faculty to rewrite the content to match the new guidelines that say that content must be organized by outcomes. As previously approved courses come through the CC for any reason, implementation of this new requirement will be expected to take place.</p> <p>ACTION ITEM: Susan will add a “Content” box to the Course Revision form.</p> <p>The Curriculum Committee is in agreement with this form revision.</p>	

<p>a. Should a new Gen Ed Request and Cultural Literacy Request be completed?</p>	<p>Susan opened the discussion about the impact on Gen Ed and Cultural Literacy designation. Since Gen Ed designations are based on how course outcomes align with Core Learning Outcomes (CLOs) as well as AAOT discipline outcomes, if the course outcomes change there could be an impact on how they align with the CLOs and the AAOT and would merit review. Since the Cultural Literacy designation is based on how course outcomes align with the Cultural Literacy outcome and criteria of the AAOT, if the course outcomes change there could be an impact on that alignment. Same reasoning as described for the Gen Ed designation.</p> <p>Faculty will be made aware of this requirement by adding a content box on the revision form and entering a note in the outcome box stating that a change in outcomes would require the submission of a new Gen Ed and/or Cultural Literacy designation request.</p> <p>The Committee is in agreement with the change in forms.</p> <p>ACTION ITEM: Susan will update the Course Revision form to reflect these changes.</p> <p>Motion: approve the new revision process that requires the submission of a new/updated Gen Ed and/or Cultural Literacy Request when course outcomes have been revised.</p>	<p>Motion: Katy 2nd: John Action: 9 in favor – 0 opposed – 0 abstention</p>
<p>Adjourn: 4:47pm</p>	<p>PK moved John second to adjourn</p>	
<p>Next Meeting: February 07, 2019 3:30pm – 5:00pm. Location: TDC Room 3.218 (SS Conference Room) and HRC Room 1.209 (Conference Room)</p>		