

**Curriculum Committee Minutes
October 3, 2019 3:30 pm – 5:00 pm**

Location: TDC Room 2.106 (Instructional Services conference room) and Hood River Room 1.209 (conference room)

Zoom meeting link: <https://cqcc.zoom.us/j/878702780>

PRESENT

Voting Committee Members

Mimi Pentz (Vice-Chair) (Nurs/Hlth Occ)
P.K. Hoffman (Arts and Hum)
Katy Jablonski (WR/FL/Eng) (phone)
Linnea Jaeger (ESOL)
Zip Krummel (Social Science)

Ashley Mickels (CTE)
Emilie Miller (Science)
Stephen Shwiff (Inst Dean)
Abel Wolman (Math)

Non-Voting Committee Members

Susan Lewis (Curriculum)

Monica Pope (Student Services)

Support Staff

Gail Gilliland (Curriculum)

Guests

Tina Ontiveros
Pam Morse

Absent

Voting Committee Members

Kristen Booth (Chair) (Pre-College)

Non-Voting Committee Members

Item	Discussion	Action
Call to Order	Meeting called to order at 3:45 pm by Mimi, (Vice Chair).	
Welcome new member Abel Wolman (MTh representative)	Mimi welcomes Abel Wolman as new Math representative, replacing Pam Morse. Pam Morse will no longer be a member of the Curriculum Committee due to her new responsibilities as Math Department Chair.	
Business:		
1. Approval of September 19, 2019 minutes	Motion: Approve September 19, 2019 minutes as written	Motion: Linnea 2 nd : Stephen Action: 6 in favor – 0 opposed – 0 abstention

2. Representative responsibilities of position	Brief reminder that each Curriculum Committee member is a representative of their respective department.	
3. Reminder of November RI sub-committee work assignments	Susan reviews stand-alone courses and imbedded instruction. Medical Assisting is the only program that currently has imbedded instruction. Susan reminds the Curriculum Committee that sub-committees will report at the November 7 th CC meeting, establishing requirements for a course(s) to fulfill a Related Instruction Standalone requirement for each area. Emilie enters 3:40	
Submissions:		
1. Tina Ontiveros <ul style="list-style-type: none"> • WR 240 Creative Writing – Nonfiction (New LDC Course) 	Tina reviews WR 240 submission. <ul style="list-style-type: none"> • WR 240 <ul style="list-style-type: none"> ○ This course is considered a bedrock nonfiction course. ○ Course does not conflict with concurrent WR 121. ○ Goal is to build a simple creative writing course that is focused on the logistics of writing • Questions <ul style="list-style-type: none"> ○ Title – extensive discussion <ul style="list-style-type: none"> ▪ Why is “Creative” in the title? ▪ The course is nonfiction that uses the tools of fiction. ○ Enrollment <ul style="list-style-type: none"> ▪ Creative Writing has traditionally been taught in Hood River. It is now being taught in The Dalles. The plan is to rotate campuses each year. ○ Lecture <ul style="list-style-type: none"> ▪ This is a workshop which provides a safe community for writers. The workshop format falls under lecture not lab. ○ Outcome #3 discussed in-depth <ul style="list-style-type: none"> ▪ The CC would like to revise the outcome to not include the assessment process. 	Motion: P.K. 2 nd : Zip Action: 8 in favor – 0 opposed – 0 abstention

	<p>This course in connection with WR 246 will have an objective of a publication of student writings. It is noted that Shared Voices has been published by Gorge Literacy for about 17 years. It is open for WR 90 students to participate. Tina said that Matt has been contacted and there is discussion about combining the two publications.</p> <p style="text-align: center;">Motion: Approve as amended Amendment: Change outcome #3 to read “Write and revise original creative nonfiction that effectively uses self-reflection, research, and the elements of the craft.”</p>	
<ul style="list-style-type: none"> ○ WR 240 Opt Out Request 	<p>It is noted that opting out of the Math prerequisites does not affect university transferability.</p> <p style="text-align: center;">Motion: Approve as written</p>	<p>Motion: Katy 2nd: Linnea Action: 8 in favor – 0 opposed – 0 abstention</p>
	Pam Morse	
<p>2. Pam Morse</p> <ul style="list-style-type: none"> ● MTH 243 Statistics I (Course Revision: Req, Des) 	<p>Pam Morse presents the MTH 243 course revision and explains why MTH 95 or MTH 98 is an adequate prerequisite for Statistics.</p> <p>Extensive discussion ensues regarding the change in prerequisites:</p> <ul style="list-style-type: none"> ● Other Oregon community colleges have moved to these prerequisites ● The State is supporting MTH 98 - MTH 105 – MTH 243 for a non-stem math tract for liberal arts majors. ● Transferability <ul style="list-style-type: none"> ○ The registrar voices concern that statistics needs an intermediate algebra component to transfer. ○ The requested change is accepted in the AAOT ○ Registrar is good with the prerequisite since it is accepted in the AAOT, it should be accepted here. ● Noted that the ASOT requires 3 courses of MTH 111 or higher and one needs to be statistics. <p style="text-align: center;">Motion: Approve as written</p>	<p>Motion: Stephen 2nd: Zip Action: 8 in favor – 0 opposed – 0 abstention</p>

<p>3. Ronda Hull</p> <ul style="list-style-type: none"> • HEC 226 Child Development (CLO update) 	<p>Susan, Zip and Ashley present HEC 226 submission for Ronda, who is not available for this meeting. This is a Core Learning Outcome (CLO) update. The only revision is to CLO #4 (Cultural Awareness) designation which was previously marked as “major” but not content was entered on the form. Content has now been entered.</p> <ul style="list-style-type: none"> • Brief information about HEC courses: <ul style="list-style-type: none"> ○ HEC is Consumer and Family Studies ○ Other colleges use HEC. ○ At CGCC the HEC courses with Gen Ed designations (HEC 226 and HEC 202) are under Social Science. These are not CTE courses so they need to fall under a Gen Ed department. • Objections to HEC 226, CLO #4 major designation per ECE department chair: <ul style="list-style-type: none"> ○ The content within the course is no longer relevant. ○ Community responsibility is not addressed in the course at all. ○ This does not align with the CLO #4 Cultural Awareness rubric. ○ This CLO should have a minor designation. <p>It is noted that the CTE department chair would like the course to be revised before being voted on.</p> <p>4:30 Linnea leaves temporarily.</p> <p style="text-align: center;">Motion: Postpone submission until course is revised.</p>	<p>Motion: Zip 2nd: Stephen Action: 7 in favor – 0 opposed – 0 abstention</p>
<p>4. Katy Jablonski</p> <ul style="list-style-type: none"> • ENG 201 Shakespeare’s Early Works (CLO update) 	<p>Shakespeare’s Works is only being offered in literature at this time, not in CGCC’s theater listings.</p> <p style="text-align: center;">Motion: Approve as written</p>	<p>Motion: Stephen 2nd: Ashley Action: 7 in favor – 0 opposed – 0 abstention</p>

<ul style="list-style-type: none"> ENG 202 Shakespeare's Later Works (CLO update) 	Motion: Approve as written	Motion: P.K. 2 nd : Emilie Action: 7 in favor – 0 opposed – 0 abstention
5. Zip Krummel <ul style="list-style-type: none"> PSY 215 Human Development (Course Revision: Out, Con, Texts) 	Zip presents PSY 215 submission. This course will be postponed in order to have the required Gen Ed Request accompany the submission. A revised Gen Ed Request is required when courses outcomes are revised. Would like to have revised version in place for winter term 2020. Motion: Postpone submission so that it may be reviewed with the Gen Ed Request	Motion: P.K. 2 nd : Ashley Action: 7 in favor – 0 opposed – 0 abstention
Discussion Items:		
1. Creation of guidelines for sunseting/suspending programs	Linnea returns 4:45 Susan reminds the Curriculum Committee that Lori has asked them to create guidelines for sunseting/suspending programs. Currently there is no criteria for program suspension. Programs are dropped primarily due to low enrollment and/or lack of money. Guidelines would promote a more transparent and collaborative process. Avoiding the potential for a program to be dropped without due consideration. This does not link to Guided Pathways. An AR/OP will ultimately be needed, as we have an AR/OP for developing/adopting programs. Katy would like examples of sunseting policy from other colleges. Susan will ask the curriculum group she is a part of for their sunseting policy. What are the parameters/criteria for program suspension? <ul style="list-style-type: none"> Clarification Degree/Certificate suspension - the end goal is to suspended. 	

	<ul style="list-style-type: none"> • Courses are also suspended and documented on the current suspension form. • Teach-out is required by the State and NWCCU • How long should a program be successful before it is changed or let go? • Focus on the “why” a program needs to be suspended <p>Action Item: Susan will ask the curriculum group she is a part of for other colleges’ sunseting policies.</p>	
<ul style="list-style-type: none"> • New Program Adoption Guidelines 	New Program Adoption Guidelines are posted on the CGCC website.	
	Susan informed the Curriculum Committee that she will be out for surgery Oct 23 thru December 3 rd	
Adjourn: 5:00 pm	Motion to adjourn	Motion: Zip 2 nd : Katy Action: 8 in favor – 0 opposed – 0 abstention
Next Meeting: October 17, 2019		