

**Curriculum Committee Minutes**  
**March 5, 2020 3:30 pm – 5:00 pm**

**Location:** TDC Room 2.106 (Instructional Services conference room), Hood River Room 1.209 (conference room), Zoom

**PRESENT**

**Voting Committee Members**

Kristen Booth (Chair) (Pre-College)  
 Mimi Pentz (Vice-Chair) (Nurs/Hlth Occ)  
 P.K. Hoffman (Arts and Hum)  
 Linnea Jaeger (ESOL)

Zip Krummel (Social Science)  
 Ashley Mickels (CTE)  
 Emilie Miller (Science)  
 Stephen Shwiff (Inst Dean)

**Non-Voting Committee Members**

Susan Lewis (Curriculum)

**Support Staff**

Gail Gilliland (Curriculum)

**Guests**

Elizabeth Anderson, Mike Davis, Mary Kramer

**Absent**

**Voting Committee Members**

Katy Jablonski (WR/FL/Eng)  
 Pam Morse (Math)

**Non-Voting Committee Members**

Monica Pope (Student Services)

Item	Discussion	Action
<b>Call to Order</b>	Meeting called to order at 3:30 pm by chair, Kristen Booth	
<b>Business:</b>		
	February 13, 2020 minutes approved as written	Motion: Linnea 2 <sup>nd</sup> : Stephen Action: 6 in favor – 0 opposed – 0 abstention
<b>Course Inactivations</b> (information item only): ART 255, ART 258	Elizabeth Anderson, Art department chair, responds to questions about the inactivations by informing the	

	Curriculum Committee that there are too few students enrolled in these courses to justify continuation.	
<b>Submissions:</b>		
UAS 100 UAS Flight Training (New CTE Course)	<p>Mike Davis and Mary Kramer present the UAV new CTE courses.</p> <ul style="list-style-type: none"> <li>• Mike is licensed to instruct and give ratings.</li> <li>• These new courses are not repeating anything in any of the other UAS courses.</li> <li>• Students can take UAS 100 or UAS 101 without taking the other course.</li> <li>• More of the actual flying has moved to this course</li> </ul> <p>It is noted that Outcome #1 and #2 use the language “Sit for”.</p> <ul style="list-style-type: none"> <li>• “Sit for” is not measurable.</li> <li>• Students can pass the course without having passed the certification exam.</li> </ul> <p>The Curriculum Committee recommends removing “Sit for” and replace with “Demonstrate the skills necessary to pass” in Outcome #1 and #2.</p> <p style="text-align: center;"><b>Motion: Approve as amended</b>  <b>Amendment: Outcome #1 and #2, replace “Sit for” with “Demonstrate the skills necessary to pass”</b></p>	<p>Motion: Zip  2<sup>nd</sup>: Ashley  Action: 6 in favor – 0 opposed – 0 abstention</p>
UAS 210 UAS Management (New CTE Course)	<p>Mike explains this course is a request from the industry. The industry would like to see their professionals become competent in the area of how to effectively manage the drones.</p> <p>There are at least 10-12 students interested in taking the course.</p> <p>Susan reminds the CC that the State requires all CTE courses to be attached to a certificate or a degree. These UAS courses</p>	<p>Motion: Zip  2<sup>nd</sup>: PK  Action: 6 in favor – 0 opposed – 0 abstention</p>

	will be pending until the certificate or degree is brought through CC. <b>Motion: Approve as written</b>	
ART 254 Ceramics I – Studio (Course Revision: title, trans title, cont, text/mat)	Kristen calls for questions. Elizabeth presents ART 254. This course revision does not change the 1 <sup>st</sup> year of the program, it only changes the name to studio. This is a 2 credit lab course. There is no repeatability to the Gen Ed course. This is just a studio.  Susan reviews lecture, lab, and lec/lab with the Curriculum Committee. <b>Motion: Approve as written</b>	Motion: Mimi 2 <sup>nd</sup> : Ashley Action: 6 in favor – 0 opposed – 0 abstention
WR 240 Creative Writing-Nonfiction (Gen Ed Request)	Stephen and Susan present the writing submissions for Tina Ontiveros, as she was not able to attend. <b>Motion: Approve as written</b>	Motion: Stephen 2 <sup>nd</sup> : Mimi Action: 6 in favor – 0 opposed – 0 abstention
WR 248 Advanced Creative Writing – Nonfiction (New LDC Course)	<b>Motion: Approve as written</b>	Motion: Ashley 2 <sup>nd</sup> : Mimi Action: 6 in favor – 0 opposed – 0 abstention
WR 248 Advanced Creative Writing (Gen Ed Request)	<b>Motion: Approve as written</b>	Motion: Mimi 2 <sup>nd</sup> : Stephen Action: 6 in favor – 0 opposed – 0 abstention
Revised Degree Outcome for the ASOT-BUS, AS and AGS	4:11pm Emilie arrives and Stephen leaves	Motion: Zip 2 <sup>nd</sup> : Ashley

	<p>As Instructional Council representative, Susan presents the revised degree outcome for the ASOT-BUS, AS and AGS; quantitative literacy replaces professional competencies.</p> <p style="text-align: center;"><b>Motion: Approve as written</b></p>	<p>Action: 6 in favor – 0 opposed – 0 abstention</p>
<p><b>Discussion Item:</b></p>		
<p>Related Instruction: Standalone courses approved for Communication, Computation &amp; Human Relations</p>	<p>Kristen presents Related Instruction standalone courses document edit and edits the Google Doc during CC collaboration.</p> <p>It is noted that CGCC has five certificates with Related Instruction. There are three categories; Computation, Communication and Human Relations. These three categories are determined nationally and by the State and by our accreditors.</p> <p>Suggestions:</p> <ul style="list-style-type: none"> <li>• Remove writing.</li> <li>• Do not limit Communication to communication classes, writing is also part of communication.</li> <li>• Delete the Build and manage relationships from communication and move to human relations.</li> <li>• Move the first outcome in writing to Communication outcomes.</li> <li>• Remove the ands. Use and/or in Communication</li> <li>• Remove second bullet under writing</li> <li>• Move the third bullet under writing to Communication.</li> <li>• Add purposeful communication. <ul style="list-style-type: none"> <li>○ Engage in purposeful communication processes that accomplish goals.</li> </ul> </li> <li>• Locate, evaluate, and ethically utilize information to communicate effectively.</li> <li>• Human Relations: use the definition</li> </ul>	

	<ul style="list-style-type: none"> <li>• Cultural sensitivity would be good in Human Relations.</li> <li>• Use “through Related Instruction a student should be able to”</li> </ul> <p>At the end of the collaboration, Kristen e-mails the updated Google Doc to CC members.</p> <p>Action Item: Zip will add outcomes for Human Relations to the Google Doc.</p>	
<b>Adjourn: pm 4:45</b>	<p>Susan reminds CC to send attendance issues to Kristen and cc Gail</p> <p>Mimi moves to adjourn, P.K. 2nds.</p> <p style="text-align: center;"><b>Motion to adjourn</b></p>	
<b>Next Meeting: March 19, 2019</b>		