

**Curriculum Committee Minutes**  
**April 5, 2019, 11:00 am – 2:28 pm**  
**Location: Katy Jablonski's home**

**PRESENT**

**Voting Committee Members**

Katy Jablonski (Chair) (WR)  
 Kristen Booth (VChair) (Pre-College)  
 P.K. Hoffman (Arts and Humanities)  
 Linnea Jaeger (ESOL)  
 Zip Krummel (Social Science)

Pam Morse (Math)  
 Emilie Miller (Science)  
 Mimi Pentz (Nurs/Hlth Occ)  
 Stephen Shwiff (Gen Ed/CTE/Business)  
 Andrea Ware (CAWT)

**Non-Voting Committee Members**

Susan Lewis (Curriculum)

**Guests**

Monica Pope (Student Services)

**Support Staff**

Gail Gilliland (Curriculum)

**Absent**

**Voting Committee Members**

**Non-Voting Committee Members**

Dawn Sallee Justesen (Student Services)

Item	Discussion	Action
<b>Call to Order</b>	Meeting called to order at 11:00 am by Katie Jablonski, Chair.	
<b>Informational item:</b>	The Curriculum Committee thanks Katy for opening her beautiful home to us for this retreat and providing a delicious lunch and a lovely atmosphere for collaboration to accomplish the tasks at hand.	
<b>Business:</b>	March 14, 2019 minutes approved as written	Motion: Mimi 2 <sup>nd</sup> : Pam Action: 7 in favor – 0 opposed – 0 abstention

<b>Submissions:</b>		
<b>PSY 101 Psychology and Human Relations (CLO update)</b>	<p>Zip presented the Psychology CLO updates and answered Curriculum Committee questions.</p> <p>It was brought to the attention of the committee that many of the PSY CLO submissions had outcomes that were not linked to a CLO that could be linked. Linking the outcomes to the CLO will help in mapping the courses.</p> <p>Course outcome #2 links to CLO #1 and CLO #2.</p> <p style="text-align: center;"><b>Motion: approve as amended</b></p> <p style="text-align: center;"><b>Amendment: Add course outcome #2 to CLO #1 and CLO #2</b></p>	<p>Motion: Pam 2<sup>nd</sup>: Mimi Action: 7 in favor – 0 opposed – 0 abstention</p>
<b>PSY 201A General Psychology (CLO update)</b>	<p>It is noted that outcome #5 needs formatting corrected.</p> <p>Course outcome #2 does not link to a CLO</p> <p style="text-align: center;"><b>Motion: approve as written</b></p>	<p>Motion: Kristen 2<sup>nd</sup>: Stephen Action: 7 in favor – 0 opposed – 0 abstention</p>
<b>PSY 202A General Psychology (CLO update)</b>	<p>Course outcome #3 does not link to CLO #1 (Communication)</p> <p>Emily arrives 11:31 am</p> <p style="text-align: center;"><b>Motion: approve as written</b></p>	<p>Motion: Kristen 2<sup>nd</sup>: Pam Action: 8 in favor – 0 opposed – 0 abstention</p>
<b>PSY 213 Introduction to Behavioral Neuroscience (CLO update)</b>	<p>Course outcome #4 is incorrect in CLO #2 and CLO #4</p> <p>Linnea arrives at 11:38 am</p> <p style="text-align: center;"><b>Motion: approve as amended</b></p> <p style="text-align: center;"><b>Amendment: Enter correct course outcome #4 under CLO #2 and CLO #4</b></p>	<p>Motion: Kristen 2<sup>nd</sup>: Andrea Action: 8 in favor – 0 opposed – 0 abstention</p>

<b>PSY 214 Introduction to Personality (CLO update)</b>	Discussion about outcome #3 linking with CLO #5 (Community and Environmental Responsibility)  <b>Motion: approve as amended</b>  <b>Amendment: Add course outcome #3 to CLO #5</b>	Motion: Mimi 2 <sup>nd</sup> : Andrea Action: 9 in favor – 0 opposed – 0 abstention
<b>PSY 215 Human Development (CLO update)</b>	Zip will be rewriting this course this summer  <b>Motion: approve as written.</b>	Motion: Stephen 2 <sup>nd</sup> : Mimi Action: 9 in favor – 0 opposed – 0 abstention
<b>PSY 216 Social Psychology (CLO update)</b>	  <b>Motion: approve as written</b>	Motion: Kristen 2 <sup>nd</sup> : Linnea Action: 9 in favor – 0 opposed – 0 abstention
<b>PSY 222 Family and Intimate Relationships (CLO update)</b>	CLO numbering is discussed  <b>Motion: approve as written</b>	Motion: Kristen 2 <sup>nd</sup> : Pam Action: 9 in favor – 0 opposed – 0 abstention
<b>PSY 231 Human Sexuality I (CLO update)</b>	Discussion ensued regarding outcome #5 and its measurability.  <b>Motion: approve as written</b>	Motion: Linnea 2 <sup>nd</sup> : Stephen Action: 9 in favor – 0 opposed – 0 abstention
<b>PSY 232 Human Sexuality II (CLO update)</b>	This summer Zip will be combining PSY 231 and PSY 232 into one course and removing these two courses.	Motion: Kristen 2 <sup>nd</sup> : Andrea

	<b>Motion: approve as written</b>	Action: 9 in favor – 0 opposed – 0 abstention
<b>PSY 239 Introduction to Abnormal Psychology (CLO update)</b>	<b>Motion: approve as written</b>	Motion: Pam 2 <sup>nd</sup> : Linnea Action: 9 in favor – 0 opposed – 0 abstention
<b>ENG 105 Introduction to Literature: Drama (CLO update)</b>	Jenn Kamrar, responsible for these WLFL CLO updates, will be called after WLFL CLO updates are completed, so all related questions can be presented at that time.  It was noted that outcome #4 does not link to a CLO.  <b>Motion: approve as written</b>	Motion: Zip 2 <sup>nd</sup> : Kristen Action: 9 in favor – 0 opposed – 0 abstention
<b>SPA 101 First Year Spanish – First Term (CLO update)</b>	<b>Motion: approve as written</b>	Motion: Kristen 2 <sup>nd</sup> : Pam Action: 9 in favor – 0 opposed – 0 abstention
<b>SPA 102 First Year Spanish – Second Term (CLO update)</b>	<b>Motion: approve as written</b>	Motion: Stephen 2 <sup>nd</sup> : Zip Action: 9 in favor – 0 opposed – 0 abstention
<b>SPA 103 First Year Spanish – Third Term (CLO update)</b>	<b>Motion: approve as written</b>	Motion: Kristen 2 <sup>nd</sup> : Zip Action: 9 in favor – 0 opposed – 0 abstention

SPA 201 Second Year Spanish – First Term (CLO update)	<p style="text-align: center;"><b>Motion: approve as written</b></p>	<p>Motion: Kristen 2<sup>nd</sup>: Zip Action: 9 in favor – 0 opposed – 0 abstention</p>
SPA 202 Second Year Spanish – Second Term (CLO update)	<p style="text-align: center;"><b>Motion: approve as written</b></p>	<p>Motion: Zip 2<sup>nd</sup>: Pam Action: 9 in favor – 0 opposed – 0 abstention</p>
SPA 203 Second Year Spanish – Third Term (CLO update)	<p style="text-align: center;"><b>Motion: approve as written</b></p>	<p>Motion: Pam 2<sup>nd</sup>: Zip Action: 9 in favor – 0 opposed – 0 abstention</p>
WR 241 Creative Writing – Fiction (CLO update)	<p>Discussion regarding outcome #4 linking to CLO #1 (Communication)</p> <p style="text-align: center;"><b>Motion: approve as amended</b></p> <p style="text-align: center;"><b>Amendment: Add outcome #4 to CLO #1</b></p>	<p>Motion: Kristen 2<sup>nd</sup>: Linnea Action: 9 in favor – 0 opposed – 0 abstention</p>
WR 242 Creative Writing—Poetry (CLO update)	<p>Discussion regarding outcome #4 linking to CLO #1 (Communication)</p> <p style="text-align: center;"><b>Motion: approve as amended</b></p> <p style="text-align: center;"><b>Amendment: Add outcome #4 to CLO #1</b></p>	<p>Motion: Zip 2<sup>nd</sup>: Pam Action: 9 in favor – 0 opposed – 0 abstention</p>
WR 243 Creative Writing: Script Writing (CLO update)	<p style="text-align: center;"><b>Motion: approve as written</b></p>	<p>Motion: Stephen 2<sup>nd</sup>: Mimi Action: 9 in favor – 0 opposed – 0 abstention</p>

<b>WR 244 Adv. Creative Writing – Fiction (CLO update)</b>	<p style="text-align: center;"><b>Motion: approve as written</b></p>	Motion: Stephen 2 <sup>nd</sup> : Zip Action: 9 in favor – 0 opposed – 0 abstention
<b>WR 245 Adv Creative Writing—Poetry (CLO update)</b>	<p style="text-align: center;"><b>Motion: approve as written</b></p>	Motion: Linnea 2 <sup>nd</sup> : Zip Action: 9 in favor – 0 opposed – 0 abstention
<b>WR 246 Advanced Creative Writing: Editing and Publishing (CLO update)</b>	<p>Discussion regarding course outcome #4 linking to CLO #1 (Communication)</p> <p style="text-align: center;"><b>Motion: approve as amended</b></p> <p style="text-align: center;"><b>Amendment: Add course outcome #4 to CLO #1</b></p>	Motion: Kristen 2 <sup>nd</sup> : Stephen Action: 9 in favor – 0 opposed – 0 abstention
<b>WR 247 Advanced Creative Writing: Script Writing (CLO update)</b>	<p style="text-align: center;"><b>Motion: approve as written</b></p>	Motion: Stephen 2 <sup>nd</sup> : Mimi Action: 9 in favor – 0 opposed – 0 abstention
<b>ED 101 Teachers Make a Difference: Exploring the K-5 Classroom (New LDC Course)</b>	<p>Kristen presents the following ED submissions and explains the CGCC/OSU teacher pathway collaboration. This course is being offered to provide students with an interest in teaching, the opportunity to “try out teaching”.</p> <p>Discussion ensued regarding the suggested text, “The Alchemist: What’s Your Plan”. This text is being removed from the ED 101 Suggested Texts &amp; Materials list.</p> <p>The Curriculum Committee was informed that in K-12 education the teachers do not create the behavior plan, they</p>	Motion: Zip 2 <sup>nd</sup> : Andrea Action: 9 in favor – 0 opposed – 0 abstention

	<p>implement the already created behavior plan. Much discussion ensued over the “Behavior Plan” listed in Course Content, under outcome #4. It was suggested that “classroom behavior plan” (small case “b” and “p”) be used in the content section to replace “Behavior Plan”.</p> <p>There is no text for this course. However, there will be articles. These articles should be added to the CCOG.</p> <p style="text-align: center;"><b>Motion: approve as amended</b></p> <p style="text-align: center;"><b>Amendment: change “Behavior Plan” to “... classroom behavior plan.” in the content section under outcome #4</b></p>	
<p><b>ED 219 Civil Rights &amp; Multicultural Issues in Educational Settings (New LDC Course)</b></p>	<p>Kristen is complimented on her choice of formatting, using “<i>Outcome #1</i>” in the Course Content section.</p> <p>In Outcome #3 in the Course Content section the use of the word “themes” needs to be changed to “topics”</p> <p>Kristen informed the Curriculum Committee that both OSU and EOU offer the same course, so Ed 219 will be an exact transfer; however, there is no transferability documentation submitted from either university at this time.</p> <p style="text-align: center;"><b>Motion: approve as amended</b></p> <p style="text-align: center;"><b>Amendment: change “themes” to “topics” in the Course Content section of Outcome #3</b></p>	<p>Motion: Linnea 2<sup>nd</sup>: Zip Action: 9 in favor – 0 opposed – 0 abstention</p>

<p><b>ED 219 Gen Ed Request</b></p>	<p>Since transferability has not been established at time of meeting, it was decided that the Committee would not be able to make a decision on Gen Ed or Cultural Literacy designations at this time. These designation requests may proceed next fall without causing issue for the start of the Ed Pathway fall, 2019.</p> <p>Kristen withdraws Ed 219 Gen Ed Request submission</p>	
<p><b>ED 219 Cultural Literacy Request</b></p>	<p>Kristen withdraws Ed 219 Cultural Literacy Request submission</p>	
<p><b>Discussion Items:</b></p>		
<p><b>Status of remaining courses that have not completed CLO update?</b></p>	<p>Susan reported that Leigh, WLFL department chair, will get back with her regarding the remaining WLFL submissions. Stephen will get back to Susan after he talks with John, Social Science department chair, regarding the remaining History CLO courses. The thought is that the remaining History courses will be inactivated; however, the Committee did not support the inactivation of HST 240 Oregon History, due to its regional focus and the impact its inactivation would have on the Pacific Northwest Studies Concentration Area. Stephen agreed that he was willing to keep in CGCC's list of offerings and make an effort to see that the course was populated the next time it was offered.</p> <p>The Curriculum Committee would like these past due CLO submissions to be submitted in fall term 2019. Any remaining courses that have not met the fall term 2019 deadline will not be eligible for offer until the CLO Update has been completed.</p>	<p>Motion: Stephen 2<sup>nd</sup>: Kristen Action: 9 in favor – 0 opposed – 0 abstention</p>



	<p><b>Motion: Courses that have not completed the required CLO Update or Gen Ed Request by the last meeting of fall term 2019 will not be eligible for offer until these submissions have been made and approved.</b></p> <p><b>Action Item: Susan will notify department chairs and/or instructional deans</b></p>	
<p><b>Revision of policy in AAS limiting number of Gen Ed courses that may be designated as required by the program.</b></p>	<p>Susan presents the revision of the AAS Gen Ed course requirements, proposing the update of catalog language under General Education Requirements (pg. 24 of the 2018-19 catalog) to say:</p> <p>“The 16 credits must include at least one course with a minimum of three credits from each category. <del>No more than two courses may come from courses required by specific programs.</del>”</p> <p>Susan noted with the movement toward the Guided Pathways model, proscribing courses or groups of courses will become more prevalent and desired. Making this amendment will allow for that flexibility. It doesn’t require that departments proscribe all Gen Ed courses, only that the option is available.</p> <p>The current CGCC rule is a PCC rule and not a State rule. While still wanting students to have choice, the registrar noted that is important for the student to complete with the fewest amount of credits in the fastest amount of time.</p> <p>The removal of the current sentence would open completion to more double counted courses.</p> <p>A brief credit for prior leaning discussion (CPL) ensued.</p>	<p>Motion: Stephen 2<sup>nd</sup>: Zip Action: 9 in favor – 0 opposed – 0 abstention</p>

	<p><b>Motion: Remove “No more than two courses may come from courses required by specific programs.” from the AAS Gen Ed Requirements policy as stated in the catalog.</b></p>	
<p><b>Annual schedule of meetings – to front load or not to front load schedule?</b></p>	<p>Susan starts discussion regarding the annual Curriculum Committee meeting schedule for 2019 - 2020.</p> <p>The committee revisited the timeline of the Entrepreneur degree/certificate from first submission to State approval; noting it took close to a full year for this process to be completed. Extensive discussion ensued regarding the time required to bring a degree/certificate/course through the submission process to State approval. All would like to see a thorough process which results in a shorter timeline from start to State approval.</p> <p>Various meeting schedule ideas were discussed.</p> <ul style="list-style-type: none"> <li>• orientation earlier in the year</li> <li>• submissions at the end of the orientation meeting. <ul style="list-style-type: none"> <li>○ Full time faculty come back the week before term begins.</li> <li>○ It is problematic to have submissions in September and at the year-end retreat.</li> </ul> </li> <li>• Take December off, and start up in January and add a meeting in May.</li> <li>• Impact on Catalog deadline <ul style="list-style-type: none"> <li>○ New courses/degrees/certificates approved after the catalog deadline would not be in the new catalog</li> <li>○ Some thought that the catalog should not be the driver for development of new courses and programs. That there is always the ability to publish amendments.</li> <li>○ The catalog is the CGCC contract with the students, per Student Services</li> </ul> </li> </ul>	<p>Motion: Stephen 2<sup>nd</sup>: Kristen Action: 9 in favor – 0 opposed – 0 abstention</p>

	<ul style="list-style-type: none"> <li>• Keep front loaded meetings.</li> <li>• Move December meeting to May.</li> <li>• September orientation to include degree and certificate submissions if needed.</li> </ul> <p style="text-align: center;"><b>Motion:</b>  <b>Curriculum Committee will meet on the following schedule for the 2019-2020 year: orientation in September will allow degree/certificate submissions (no courses to be submitted except for those associated with a degree of certificate submission), 2 meetings each month in October, and November; no meetings in December or January, 1 meeting in February, 2 meetings in March, 1 meeting in April, 1 meeting and the CC Retreat in May.</b></p>	
<b>New program adoption process/guidelines</b>	Postponed	
<b>2018-19 Year-End Summary review</b>	Postponed	
<b>Adjourn: 2:28pm</b>	Pam moves, PK 2nds	
<b>Next Meeting: TBD September 2019</b>		