

Curriculum Committee Minutes

December 2, 2021 3:30 pm – 5:00 pm

Location: TDC Room 1.162 (Boardroom) and HRC 1.209 (conference room)

Zoom Link: <https://cgcc.zoom.us/j/93208682145>

PRESENT:

Voting Committee Members

Chair- Stephen Shwiff (Social Science)
Vice Chair- Pam Morse (Math)
P.K. Hoffman (Arts & Hum)
Andrea Ware (CTE)
Mimi Pentz (Nurs/Hlth)

Courtney Cunningham (ESOL)
Katy Jablonski (Wr/FL/Eng)
Rebecca Schwartz (Inst Dean)
Kristen Booth (Pre-College)
Emilie Miller (Science)

Non-Voting Committee Members

Susan Lewis (Curriculum)
Jarett Gilbert (VP Instructional Services)

Mary Martin (Student Services)

Supporting Staff

Sara Wade (Curriculum)

Guest

Jessie Nance, Leigh Hancock, Lorie Saito

ABSENT

Voting Committee Members

Courtney Cunningham (ESL)
P.K. Hoffman (Arts & Hum)

Non-Voting Committee Members

Item	Discussion	Action
Call to Order:	Meeting called to order by Chair Stephen Shwiff at 3:38pm.	
Approval of November 4, 2021 meeting minutes.	Motion: approved as written.	Motion: Mimi 2nds: Pam 6 in favor – 0 opposed – 0 abstains
Old Business:		
1. Item still pending: AAOT- Elementary Education MTM: further review/approval pending		

research/input from CGCC's Elementary Educator Pathway team		
2. Item still pending: AAT- English Literature MTM: further review/approval pending research/input from CGCC's English Department team.		
New Business:		
Submissions:		
WR 123 Research Writing (New LDC Course)	<p>Jessie gave an explanation of the new WR 123 Research Writing course to the committee. Jessie explains that this was a course that CGCC offered before and that the writing department wanted to bring it back. This course will build on specific researching & research writing skills, along with community presentations of the research.</p> <p>It will also fill the need that students have been wanting regarding finishing WR 122, and having no current similar course to go to next.</p> <p>Motion: approve as written.</p>	<p>Motion: Pam 2nds: Andrea 6 in favor – 0 opposed – 0 abstains</p>
Modified Degree/Certificate Revision: WR 121 title change in degrees/certificates	<p>Susan explained to the committee that this is just to reflect the title changes of WR 121 & WR 122, that the committee approved in previous meetings.</p> <p>Motion: approve as written.</p>	<p>Motion: Mimi 2nds: Pam 6 in favor – 0 opposed – 0 abstains</p>
Modified Degree/Certificate Revision: WR 122 title change in degrees/certificates	<p>Motion: approve as written.</p>	<p>Motion: Andrea 2nds: Emilie 6 in favor – 0 opposed – 0 abstains</p>
Committee Action:		
1. Setting January date for special meeting to review Paramedicine	<p>Susan explained to the committee the need for a special meeting to approve the Paramedicine program and the urgency for a January meeting to meet Board of Education deadlines as well as other approvals.</p>	

	<p align="center">Special Curriculum Committee Meeting set for January 12, 2022 at 3:30pm-5pm.</p> <p>**Sara will send out invites to the committee members.</p>	
<p>2. Policy/guidelines for determining/approving requisites (Susan)</p>	<p>Susan asked the committee if they would like to create a policy/guideline for predetermining requisites during the creation of course and during the process of going through Curriculum Committee.</p> <p>Committee diverted from the original question and had a discussion on problems of requisites waivers. Discussion on solutions to fix the current problem and how to enforce current rules on requisites.</p> <p>A discussion on possible tracking of students that have requisites waived to see if the waiver is justified. By comparing student(s) that have been waived vs. students that have completed all requisites to enter the course to see if they maintain the same learning level.</p> <p>“A possible discussion topic for faculty in-service.” Will bring to Instructional Council for their input on the enforcement issue.</p> <p>Susan shared the current Administrative Rule for enforcing and the waving process of requisites.</p> <p>Susan re-asked the committee the original question, it was discussed that CGCC may not need a guideline for predetermining requisites.</p> <p>Kristen asked why Linn Benton Community College developed their policy/guidelines for determining/approving requisites. Susan will look into it.</p> <p>Rebecca will report back to the committee on the discussion and ideas that the IC meeting had on this topic, either by email or in the next meeting.</p>	
<p>Discussion Item:</p>		

1. Common Course Numbering in Oregon	Due to lack of time it was agreed upon to bring the discussion on Common Course Numbering in Oregon to February's meeting.	
Meeting Adjourned: 5:03pm	Meeting was adjourned at 5:03pm by Chair Stephen Shwiff. Happy Holidays!	
Next Meeting: February 10, 2022 **Special Meeting: Wednesday, January 12, 2022		