

Curriculum Committee Minutes

May 12, 2022 3:30 pm – 5:00 pm

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

Zoom Link: <https://cgcc.zoom.us/j/93747697434>

PRESENT:

Voting Committee Members

Chair- Stephen Shwiff (Social Science)

Vice Chair- Pam Morse (Math)

Kristen Booth (Pre-College)

Andrea Ware (CTE)

Emilie Miller (Science)

Mimi Pentz (Nurs/Hlth)

Katy Jablonski (ESL)

Non-Voting Committee Members

Susan Lewis (Curriculum)

Jarett Gilbert (VP Instructional Services)

Mary Martin (Student Services)

Supporting Staff

Sara Wade (Curriculum)

Guests

Leigh Hancock, Jessie Herrada Nance, Annette Byers

ABSENT

Voting Committee Members

P.K. Hoffman (Arts & Hum), Rebecca Schwartz (Inst Dean)

Non-Voting Committee Members

Item	Discussion	Action
Call to Order: 3:32pm	Meeting was called to order at 3:32pm by chair Stephen Schwiff.	
Approval of April 7, 2022 minutes	*Committee & Sara got distracted and forgot to approve April 7, 2022 minutes.	Motion: 2nds: 0 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.		
Information Item:	Course inactivation: EET 170, ENG 201, ENG 202, MTH 20, MTH 20B, MTH 60, RD 90, WR 90, WR 90C	

<p>New Business:</p>	<p>*Susan informs the committee of unsigned submissions by Rebecca due to her absence; with no indication that there would be an issue from Rebecca in moving forward with these. It was agreed by the committee to review and vote as if the submissions were signed.</p> <p>Motion: to review and vote as the signature pending submissions are signed and if a problem arises to revisit it at the June retreat.</p>	<p>Motion: Kristen 2nds: Mimi 6 in favor- 0 opposed- 0 abstains</p>
Submissions:		
<p>IRW 115 Introduction to Writing and Critical Thinking (Course Revision: title)</p>	<p>Motion: approve as written.</p>	<p>Motion: Kristen 2nds: Katy 6 in favor – 0 opposed – 0 abstains</p>
<p>IRW 115 Introduction to Integrated Writing and Critical Reading Lab (Course Revision: title, des)</p>	<p>Motion: approve as written.</p>	<p>Motion: Katy 2nds: Pam 6 in favor – 0 opposed – 0 abstains</p>
<p>ENG 240 Native American Literature (New LDC Course with Opt-Out-Request & Transferability Information)</p>	<p>Jessie explains the three new ENG LDC courses. These courses will help the college become more competitive with other colleges in literature offerings, along with providing students with diversity in literature. These courses will transfer to other colleges and provide cultural literacy credits.</p> <p>Motion: approve as written.</p>	<p>Motion: Kristen 2nds: Andrea 6 in favor – 0 opposed – 0 abstains</p>
<p>ENG 240 Native American Literature (Gen Ed Request)</p>	<p>Motion: approve as written.</p>	<p>Motion: Mimi 2nds: Kristen 6 in favor- 0 opposed – 0 abstains</p>
<p>ENG 240 Native American Literature (Cultural Literacy Request)</p>	<p>Motion: approve as written.</p>	<p>Motion: Kristen 2nds: Pam 6 in favor – 0 opposed – 0 abstains</p>
<p>ENG 244 Asian American Literature (New LDC Course with Opt-Out Request & Transferability Information)</p>	<p>Motion: approve as written.</p>	<p>Motion: Kristen 2nds: Emilie 6 in favor – 0 opposed – 0 abstains</p>

ENG 244 Asian American Literature (Gen Ed Request)	Motion: approve as written.	Motion: Kristen 2nds: Andrea 6 in favor – 0 opposed – 0 abstains
ENG 244 Asian American Literature (Cultural Literacy Request)	Motion: approve as written.	Motion: Kristen 2nds: Pam 6 in favor – 0 opposed – 0 abstains
ENG 257 African American Literature (New LDC Course with Opt-Out Request & Transferability Information)	Motion: approve as written.	Motion: Kristen 2nds: Pam 6 in favor – 0 opposed – 0 abstains
ENG 257 African American Literature (Gen Ed Request)	Motion: approve as written.	Motion: Kristen 2nds: Mimi 6 in favor – 0 opposed – 0 abstains
ENG 257 African American Literature (Cultural Literacy Request)	Motion: approve as written.	Motion: Kristen 2nds: Pam 6 in favor – 0 opposed – 0 abstains
Requisite Revision	It was explained that this is to change the language of requisites across all courses & non-limited entry degrees and certificates, removing requisite courses that no longer exist. The proposal also gives permission to the Curriculum Office to apply the revised language to all impacted courses & degree requisites without having each submit a revision to the Curriculum Committee. Motion: approve as written.	Motion: Katy 2nds: Mimi 6 in favor – 0 opposed – 0 abstains
UAS 101 Introduction to Unmanned Aircraft Systems (Contact Hour/Credit Change)	Motion: approve as written.	Motion: Mimi 2nds: Pam 6 in favor – 0 opposed – 0 abstains
UAS 101 Introduction to Unmanned Aircraft Systems (Course Revision: des, req, out, cont)	Motion: approve as written.	Motion: Kristen 2nds: Mimi 6 in favor – 0 opposed – 0 abstains

Electro-Mechanical Technology AAS (Degree Revision)	Adding an option for students in the spring to take EET 242 or UAS 101. Mary asked if it was necessary for the prerequisites for both courses to be the same. Susan said that it was not. Motion: approve as written.	Motion: Kristen 2nds: Pam 6 in favor – 0 opposed – 0 abstains
Professional Small Unmanned Aircraft Systems (Certificate Revision)	Motion: approve as written	Motion: Emilie 2nds: Pam 6 in favor – 0 opposed – 0 abstains
OS 240 Filing and Records Management (Course Revision: title, des, req, out, cont, txt/mat)	Updating the course to reflect current needs for filing and records management information. Susan verified if it can be audited. Andrea said it could. Description amended to add “Audit available”. Motion: approve with an amendment to add “Audit available” to description.	Motion: Kristen 2nds: Pam 6 in favor – 0 opposed – 0 abstains
Administrative Assistant AAS and cert; Accounting/Bookkeeping cert (Modified Degree/Certificate Revision)	Motion: approve as written.	Motion: Kristen 2nds: Pam 6 in favor – 0 opposed – 0 abstains
Accounting AAS (Degree Revision)	Susan explains with the cuts made during the last meeting the credits of the degree ended up lower than the 90 credit minimum. Todd decided that OS 240 would be a good addition for accounting students, bringing the total credits to 92. Motion: approve as written.	Motion: Mimi 2nds: Emilie 6 in favor – 0 opposed – 0 abstains
Medical Office Professional (Certificate Revision)	Motion: approve as written.	Motion: Kristen 2nds: Mimi 6 in favor – 0 opposed – 0 abstains
MTH 95L Foundations of Intermediate Algebra (New LDC Course)	Motion: approve as written.	Motion: Andrea 2nds: Mimi 6 in favor – 0 opposed – 0 abstains

<p>MTH 98 Quantitative Math (Course Revision: des, req, out, txt/mat)</p>	<p>Annette explains the updates to the learning outcomes to add a geometry & geometric formulas learning outcome. Susan suggested to change the prerequisite from “placement into MTH 65” to “placement into MTH 98” because the cut scores are higher for MTH 65 than MTH 98.</p> <p>Motion: approve with an amendment to change the prerequisite to “placement into MTH 98” in both the description and requisite section.</p>	<p>Motion: Mimi 2nds: Kristen 6 in favor – 0 opposed – 0 abstains</p>
<p>MTH 112 Elementary Functions (Course Revision: des, req, cont, txt/mat)</p>	<p>Pam explains the change, taking out the need for a Graphing Calculator out of the description.</p> <p>Motion: approve as written.</p>	<p>Motion: Kristen 2nds: Emilie 6 in favor – 0 opposed – 0 abstains</p>
<p>MTH 243 Statistics I (Course Revision: des, txt/mat)</p>	<p>Motion: approve as written.</p>	<p>Motion: Andrea 2nds: Kristen 6 in favor – 0 opposed – 0 abstains</p>
<p>MTH 251 Calculus I (Course Revision: des, cont, txt/mat)</p>	<p>Motion: approve as written.</p>	<p>Motion: Andrea 2nds: Kristen 6 in favor – 0 opposed – 0 abstains</p>
<p>MTH 252 Calculus II (Course Revision: des, cont, txt/mat)</p>	<p>Motion: approve as written.</p>	<p>Motion: Andrea 2nds: Kristen 6 in favor – 0 opposed – 0 abstains</p>
<p>MTH 253 Calculus III (Course Revision: des, cont, txt/mat)</p>	<p>Motion: approve as written.</p>	<p>Motion: Andrea 2nds: Emilie 6 in favor – 0 opposed – 0 abstains</p>
<p>Discussion Item: 1. Recommendations for Retreat agenda items</p>	<p>Susan shared with the committee the suggested retreat agenda items. And asked the committee if there were any they would like to add or subtract.</p> <ul style="list-style-type: none"> Jarett would like to include discussion for potential electronic review and approval during the summer of non-credit submissions (NCTCs) 	

	<ul style="list-style-type: none">• Kristen would like to have a conversation about ECE & ED courses and the suggestion that they be combined together under one department, and whether ECE could/should be changed from CTE to LDC.	
Meeting Adjourned: 4:40pm	Mimi motioned to end the meeting, all in favor. Meeting ended at 4:40pm	Next Meeting: CC Retreat – June 10, 2022 at Hood River Center, Room 310.