

Curriculum Committee Minutes
Friday, May 29, 2026 - RETREAT
Location: HRC 310

PRESENT:

Voting Committee Members

Chair- Kristen Booth (Pre-College)
 Todd Meislahn - (Business)
 Anne Kelly (Inst Dean)

Tyson Aldrich (Tech/Trade)
 Andrea Chrisman (Science)
 John Evans (Math)

Jessamyn Duckwall (Art, Cult, Comm)
 Stephen Shwiff (Social Science)
 Mimi Pentz (Nursing/Health)

Non-Voting Members

Susan Lewis (Curriculum)

Cat Graham (Student Services)

Support Staff

Sara Wade (Instructional Services)

Guests

Emilie Miller, Rob Kovacich, Joel Brown

Absent

Voting Members:

Non-Voting Member

Jarett Gilbert (VP Instructional Services)

Item	Discussion	Action
Call to Order: 9:15am	Chair Kristen Booth called the meeting to order at 9:15am.	
SUBMISSIONS:		
Advanced Manufacturing and Fabrication (Degree Revision)	Susan shared the changes only include: - Reducing the Arts & Letters requirement from 4 credits to 3 credits to better align with MFG student course selections - Adding two 1-credit courses to align the degree with recently approved certificates. These changes improve the consistency across the MFG program. Motion: approve a written.	Motion: Andrea 2nds: Jessamyn 8 in favor – 0 opposed – 1 abstains
Paramedic AAS + Teach Out Pan + Termination Check list (Degree Suspension)	Joel provide an overview of the proposed suspension of the Paramedic Program Degree. - Historically, CGCC has been unable to sustain a paramedic program with a degree despite many and different efforts. - The partnership with Chemeketa Community College now provides students access to an established and successful paramedic pathway.	Motion: Stephen 2nds: Anne 8 in favor – 0 opposed – 0 abstains

	With the partnership students continue to benefit from local access to prerequisites, testing services, and EMT certificate pathway at CGCC Motion: approve as written.	
BI 221Z Principles of Biology: Cells (New LDC Course: CCN- 2 nd Submission)	Additional content has been added under Course Outcomes section that provide greater detail and alignment. There were still some concerns from some of the committee members if the course content has been satisfactorily addressed even with the additional revisions that have been provided. Motion: approve as written.	Motion: Stephen 2nds: Todd 9 in favor – 0 opposed – 0 abstains
BI 221Z Principles of Biology: Cells (Gen Ed Request- 2 nd Request)	Discussed changes, revisions and improvements to the ILO mapping and the course outcome alignments. Questions about if the course narrative fulfills the AAOT outcomes or if the descriptions should emphasize course content vs specific assignments. Motion: approve as written.	Motion: Todd 2nds: Tyson 9 in favor – 0 opposed – 0 abstains
NEW BUSINESS		
2026-27 Curriculum Schedule	Discussion about the proposed AY 2026-27 Curriculum Committee meeting schedule. Motion: approve 2026-27 Curriculum Committee schedule	Motion: Anne 2nds: Mimi 9 in favor – 0 opposed – 0 abstains
Revised Degree/Certificate Submission Requirements	Proposal to have the departments when creating a degree or certificate to complete program map. - Demonstrating alignment between course outcomes and program outcomes. - Help with identifying gaps in curriculum - Assisting faculty and the committee in evaluating the strength and completeness of degree and certificate programs. - Committee agreement that this would give good feedback generally to the departments to review. Motion #1: Approve adding program mapping to the submission adoption paperwork for any new or revised degree and certificate proposals.	Motion #1 Motion: Todd 2nds: Jessamyn 9 in favor – 0 opposed – 0 abstains Motion #2 Motion: Todd

	Proposed to require submission of HECC standards with new degree / certificate submissions. The standards are needed for the submission to the HECC which comes shortly after CC and BoE approval. The standards are meant to be carried out as part of the development of a degree or certificate; therefore, should be done prior to submission to the CC. Motion #2: Approve requirement of HECC standards documentation as part of new degree and certificate CC submissions.	2nds: Mimi 9 in favor – 0 opposed – 0 abstains
DISCUSSION ITEMS		
1. Request for the revision of course submission forms	Committee discussed the concerns brought to Susan about the curriculum submission forms being too complex and the level of documentation required for courses and program approvals being too demanding. Concern that forms / requirements have been added to over the years to the point of being unreasonable. Examples showing that current forms are almost identical to the original forms that came from PCC in 2012/13. Minor modifications over the years to meet the needs from the State & Institution. Some revisions made the forms easier. Discussion if a Common Course Numbering Class should or should not be required to fill out a new Gen Ed Request. (Susan will add this to the CC Orientation meeting in September) ACTION ITEM: Every Curriculum Committee Member get feedback from their departments on the submission forms and bring feedback regarding potential changes to the fall Orientation meeting.	
2. Acceptance of CPL for general subject areas rather than specific courses	Discussion on a student proposal of creating broader subject-area (Bucket) credits, as noted at least one other institution. • Buckets could include subjects such as - o Natural Sciences - o Biology - o Psychology • Current CGCC CPL process requires credit to align with a specific course in the catalog	

	• Committee discussed that adopting a “bucket” approach would require changes to the CPL administrative rules and procedures that have already been approved • Discussion highlighted the need for clearer communication with students regarding how transfer and CPL evaluations are conducted and why some credits are not accepted. • Members emphasized that students may not fully understand course-matching requirements and recommended developing clearer informational resources once rules and procedures are finalized. • Committee agreed that further research is needed before considering any rule changes. ACTION ITEM: Cat and Susan will do some research over the summer to show committee at the CC Orientation.	
3. Mandatory requirement of FYE for AAS degrees	Moved to CC Orientation in September.	
4. Introduction to Workforce Pell	Susan shared a quick explanation of Workforce Pell • Workforce Pell may allow financial aid for shorter-term certificate programs. • Programs must meet specific workforce and return-on-investment requirements. • Faculty were encouraged to consider whether existing programs contain certificate-sized pathways that may qualify.	
5. Bachelor of Applied Science in Education and the Agriculture degree and certificate updates.	• Bachelor of Applied Science proposal is currently under review by NWCCU, with a tentative Fall 2027 launch timeline. • Ag-related bachelor's degree proposal is also preparing for NWCCU review, with a tentative Fall 2027 launch timeline. An instructor has been hired to help stand up this work.	
Meeting Adjourned: 4:46pm	All in favor, Chair Kristen closed the meeting at 4:46pm	Next Meeting: September 17, 2026- CC Orientation- TDC In-Person ONLY
Have a great Summer! 🌻 See you all in the Fall! 🍂		