

Curriculum Committee Meeting Minutes-DRAFT

Date: 3/1/16, Tuesday 8:30-9:30AM

Location: Metolius 214

Present (voting members):

- Jessica Giglio (*transfer representative*)
- Chad Harris (*Instructional Dean*)
- Dawn Lane (*CTE representative*)
- Eric Magidson (*CTE representative*)
- Stephanie André (*transfer representative*)

Absent (voting members):

- ASCOCC Representative (not yet appointed)

Present (non-voting members):

- Sharon Bellusci (*Enrollment Services representative—temporary assignment*)
- Vickery Viles (*Director of Curriculum and Assessment*)
- Jared Forell (*Assistant Director of Admissions & Records-Curriculum and Technology*)
- Lisa Bacon (*Note taker/Support Specialist for Instructional Deans*)

Absent (non-voting members):

- None

Guests:

- Tony Russell (*Faculty Assessment Coordinator*)
- Tim Peterson (*Department Chair, Health & Human Performance*)
- Amy Howell (*Program Director, Early Childhood Education*)
- Molly O'Neal (*Transcript & Degree Evaluator*)

Minutes: (Note: **Approvals and action items** written in red)

1. Consent Agenda

- a. **Stephanie André motioned to approve the minutes from 2/23 and Dawn Lane seconded the motion. The minutes from 2/23 were unanimously approved.**

2. New Business/First Readings

- a. AS Outdoor Leadership Program Revisions
 - i. OL 263: New course, replacing 253 as a program requirement
 1. It was noted that OL 253 is listed as a recommended elective for AAOT-Outdoor Leadership; Tim confirmed that OL 253 will remain an active course option
 2. Question regarding Outcome #2; recommendation to use “explain,” “apply” or “identify” instead of “understand”

3. Question regarding the use of the word execute and whether or not it means the same thing as perform; the group agreed this can stay as is
- ii. OL 271: Revised course
 1. Question regarding OL 253 listed as a prerequisite in one section of the form; **Tim will remove this**; the catalog copy is correct
 2. Discussion regarding outcome #5 and the “in adventure programs;” **Tim will change to “within adventure programs”**
- iii. OL 294CC: Deactivated, absorbed into 271
 1. No questions or comments
- iv. OL 273: Revised course
 1. Reminder to reflect OL 263 prerequisite in 16-17 course description rather than OL 253
- v. OL 294CA: New course
 1. OL 171 is listed as a prerequisite in the course description; **Tim will remove this**
- vi. OL Program changes
 1. No questions or comments
- b. HHP 240: Revised
 - i. Should include CH 106 (typo with CH 105 listed twice) in chemistry prerequisite options on form; **Vickery will correct this**
 - ii. Question regarding outcome #1 and verb usage; this cannot be changed at this time because it’s a standard HHP outcome approved by Academic Affairs
- c. HHP 210: Revised
 - i. Change in course title
 - ii. No questions or comments
- d. **Chad Harris motioned to approve OL 263 as a new course with suggested changes, the revision of OL 271 with suggested changes, the inactivation of OL 294CC, the revision of OL 273, OL 294CA as a new course with suggested change, OL program changes, the revision of HHP240, and title change for HHP 210, and Stephanie Andrè seconded the motion. The motion was unanimously approved.**
- e. New Program: DALE short-term certificate (ECE)
 - i. No comments or questions
 - ii. Motion for approval completed with all Early Childhood approvals (3a iv)

3. Old Business/Second Readings

- a. Early Childhood Education
 - i. New Courses: ED 176, ED 235
 1. No comments on ED 235
 2. Question regarding outcome #2 for ED 176 and clarification regarding children’s behaviors and the relationship to professionalism and leadership; these outcomes are prescribed so certain changes cannot be

made; recommendation to put focus on student as instructor and their application of and reflection on leadership and professional skills to tie it back to the objective; **Amy will revise but it does not need to go through Curriculum Committee again**

- ii. Revised Course: ED 290
 - 1. Question regarding outcome #4 and the choice of verbs; recommended a change from “learn” to “explain” or “demonstrate”
 - 2. Outcome #7 was revised with Tony’s assistance
- iii. Resulting program changes to AAS
 - 1. Changing 6-10 credits of discipline studies to two courses with the requirement to reach 90 credit minimum
 - 2. **Sharon and Amy will work together to ensure there is a space for an additional credit in Grad Tracks to allow students to reach 90 credits**
- iv. **Chad Harris motioned to approve ED 290 with suggested change, ED 176 as a new course with suggested change, ED 235 as a new course, AAS and certificate program changes with upcoming resolution of final credit issue, and DALE short term certificate (first reading), and Dawn Lane seconded the motion. The motion was unanimously approved.**

4. Upcoming Meeting

- a. New Nursing Assistant Certificate
- b. New Hospitality Management degree
- c. Business (first reading complete)
 - i. Outcome changes
 - ii. Elective inventory
 - iii. Question regarding related instruction on several programs; this will not have to be changed until next year due to short timeline
 - iv. One of the related certificates has a variation from the larger degree
 - v. Will be adding Human Relations criteria to BA 178
- d. Culinary Changes (some to be reviewed on 3/8 and some on 3/15)

Adjourn: 9:12AM

Next Meeting: Tuesday, March 8, 2016—MET 214 at 8:30AM