

**Curriculum Committee Meeting Minutes – DRAFT**

**Date: 2/14/17, Tuesday 8:30-9:30AM**

**Location: Metolius 214**

**Present (voting members):**

- Jessica Giglio (*transfer representative*)
- Eric Magidson (*CTE representative*)
- Jenni Newby (*Instructional Dean*)
- Wayne Yeatman (*CTE representative*)

**Absent (voting members):**

- Sara Henson (*transfer representative*)

**Present (non-voting members):**

- Jared Forell (*Assistant Director of Admissions & Records-Curriculum and Technology*)
- Erika Wooler (*Instructional Systems Support Specialist*)
- Keri Podell (*Academic Advisor, CAP Center*)
- ASCOCC Representative (*not yet appointed*)

**Absent (non-voting members):**

- Vickery Viles (*Director of Curriculum and Assessment*)

**Guests:**

- Ralph Philips (Chair, Computer & Information Systems)
- Stacey Donohue (Full Time Faculty, Humanities)
- Eleanor Sumpter-Latham (Full Time Faculty, Humanities)
- Tim Peterson (Chair, Health & Human Performance)

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

**Consent agenda**

1. Minutes from 1/31/17 meeting.
  - a. **Eric Magidson motioned to approve the minutes from 1/31/17 and Wayne Yeatman seconded the motion.**

**Old Business/Second Readings**

1. Health and Human Performance (First reading 1/24)
  - a. Course Revision
    - i. HHP 260 (change from lecture and lab to lecture, change in outcomes)
      1. Committee suggested to list specific examples in assessment tasks.
      2. This course does not transfer to OSU. It does transfer to every other exercise science program.
      3. **Jenni Newby motioned to approve second reading and Eric Magidson seconded the motion.**
2. Humanities (First reading 1/24)
  - a. Course Revisions
    - i. WR 060 (Change in grade mode to P/NP)

1. There is no fiscal impact on students with the p/np grading standard in regards to financial aid or veteran benefits.
2. Stacy will check with the program director of Paramedicine as EMT 151 has a "C" or better in WR 060 as a pre-requisite.
  - a. Erika will need to change how the pre-req is coded in Banner so it will accept "P".
  - ii. WR 099 (reactivation, change in grade mode to P/NP)
    1. No comments on seconding reading.
- b. Eric Magidson motioned to approve the changes to WR 099 & WR 060. Wayne Yeatman seconded the motion.**
3. Economics
  - a. New Courses
    - i. EC 285 (transfer, DSS)
    - ii. EC 230 (transfer, DSS)
  - b. Course Revisions
    - iii. EC 201 (outcomes changes)
    - iv. EC 202 (outcomes changes)
  - c. It was mentioned that the Economics department might want EC 285 cross listed with a political science course. The committee decided that cross listing courses would need to go through Curriculum Committee.
  - d. **The committee was not able to finish discussing the second reading of the changes to the economics courses as there was limited time. These items were moved to the 2/21/17 agenda for second reading.**
4. Fine Arts and Communications
  - a. New Course
    - i. ARH 208
  - b. Jenni Newby motioned to approve the addition of ARH 208 and Eric Magidson seconded the motion.**

#### **New Business/First Readings**

1. Computer Information Systems
  - a. Program Revision to Computer & Info Systems AAS General 5200
    - i. Remove health requirement
      1. Ralph Philips connected with Tim Peterson on removing this requirement and Tim was ok with the change.
      - 2. Jenni Newby will connect with Julie Downing on whether COCC requires AAS degrees to have a health requirement.**
    - ii. Add CIS 297WC Windows Client to Foundation
    - iii. Change electives and options to require 27-28 credits, and include "CS" prefix
      1. The committee recommended having a range of 27-28 credits for the CIS options instead of just 27 credits.
      2. Spanish and French are the only languages listed under the general education requirements list. Ralph Philips and the committee discussed changing the list so it says "Choose any eight (8) credits from the

Discipline Studies list” so students do not think they are limited to just Spanish and French language courses.

- iv. The total credits should be 96-100.
- b. Program revision to CIS AAS Networking option 5204
  - i. All of the above for General
    - 1. Change option electives
      - a. Reduce credits to 27
      - b. Remove CIS 279WC (moved to Foundation)
      - c. Add CIS 280 1-3 credits
        - i. The CIS department has sufficient placements in all CIS areas (networking, desktop support, etc.). CWE will be an option not a requirement.
- c. Program revision to CIS AAS Desktop Support option 5206
  - i. All of the above for General
  - ii. Change option electives
    - 1. Reduce to 27 credits
    - 2. Remove CIS 279WC (moved to Foundation)
    - 3. Add BA 101, 178, 223
      - a. Ralph connected with the program director of Business as Business courses may see an increase in enrollment.
      - b. These changes will help completion because they are offered often.
    - 4. Change CIS 125G, CIS 125V to “either/or”
      - a. CIS 125G & CIS 125V are very similar courses so students should not take both as there would be substantial overlap. Should be “or”.
    - 5. Add CIS 235
    - 6. Add CIS 280 1-3 credits
- d. Program revision to CIS AAS Web Development/Database option 5207
  - i. All of the above for General
  - ii. Change title of program: remove “/Database” to “Web Development”
    - 1. The committee discussed how making a change in the title would affect prior awards. The CIS department is changing the title because there are hardly any database courses in the Web Development/Database option. The committee felt the title change was small enough that there would not be a big impact on prior awards. This change will better represent the degree option.
    - 2. Change option electives
      - a. Reduce credits to 27
      - b. Remove CIS 276
      - c. Add CIS 280 1-3 credits
- e. Course Revisions
  - i. CIS 140 (add requisite/CD)
  - ii. CIS 145 (add requisite/CD)
  - iii. CS 162 (change in requisite/CD)

- iv. **The committee decided all three CIS courses need student learning outcomes and suggested specific examples for the assessment tasks.**
- v. **Eric Magidson motioned to approve the first reading of all the proposed CIS changes to the CIS programs with the suggested changes to the outcomes for CIS 140, CIS 145 & CIS 162. Wayne Yeatman seconded the motion.**

**Other Business**

1. The committee discussed how a Dean should look over curriculum submissions and be a part of the approval process. It was mentioned that Dean approval will be a part of the workflow in CourseLeaf. Should we wait until CourseLeaf is implemented to incorporate Dean approval or should the committee make this change now?
2. The committee would like to know if CourseLeaf has the ability to send “FYI” notifications to any departments that will have their program affected by curriculum changes. Can affected departments be notified or add comments if a course is added or deleted from a program?

**Adjourn: 9:45AM**

**Next Meeting: February 21, 2017—OCH 141 at 8:30AM**