

**Curriculum Committee Meeting Minutes – APPROVED**

**Date: 5/23/17, Tuesday 8:30-9:30AM**

**Location: Ochoco 141**

**Present (voting members):**

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

**Absent (voting members):**

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

- Vickery Viles (*Director of Curriculum and Assessment*)
- Jared Forell (*Assistant Director of Admissions & Records-Curriculum and Technology*)
- Erika Wooler (*Instructional Systems Support Specialist*)
- Keri Podell (*Academic Advisor, CAP Center*)

**Absent (non-voting members):** ASCOCC Representative (*not yet appointed*)

**Guests:**

- Deb Davies (Chair, Allied Health)
- Tom Barry (Chair, Social Sciences)

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

**Consent agenda**

1. Minutes from 5/2/17 meeting.
  - a. **Sara Henson motioned to approve the minutes from 5/2/17, Wayne Yeatman seconded the motion. The committee approved the motion unanimously.**

**New Business/First Reading**

1. Dental Assisting
  - a. Program change to require CIS 010
    - i. Testing out of CIS 010
      1. Students need to register for the class and on the first day of the class, the instructor will make an announcement about testing out. If the student tests out of the class, the student would earn the credit but would have to pay for the full tuition and fees. A student can also challenge the course. It was mentioned that the CIS department could create credit for prior learning for CIS 010 as another option for students.
      2. Credit total for Dental Assisting should be 72-77.
  - b. Course change to DA 115 to include CIS 010 as prerequisite

1. The student learning outcomes on the Dropbox document were not current but the SLO's were just updated and approved through Curriculum Committee last year so there isn't a need to update them again.
  - c. **Sara Henson motioned to approve the addition of CIS 010 to the Dental Assisting program and the change to DA 115 and Eric Magidson seconded the motion. The motion was unanimously approved.**
2. Criminal Justice
  - a. New course: CJ 152
    - i. There has always been a need for this course. This course has already been taught more than three times as a 199 (course in development) so now the department needs to create a new course to continue teaching it.
    - ii. CJ 152 is for women only. The course description or title need to reflect this restriction. If the course title and description reflect that it is only for women then instructor approval may not be needed.
    - iii. **Required action: Change course title or course description to reflect restricted enrollment to women. Recommendation: Remove "rape" from the course title and move "Rape Aggression Defense" into the course description. Ex course title: "Self Defense for Women". Required actions need to be completed before CJ 152 can be approved for the first reading.**
    - iv. Recommendation: If this course should be applicable to CTE programs/AAS, then a program revision form needs to be submitted to add CJ 152 as a program requirement.
    - v. Recommendation: Update student learning outcomes based on the comments on the Dropbox documents. Vickery Viles will email Tom Barry and Kathy McCabe the Dropbox documents with comments.

### **Second Reading/Old Business**

1. Introduction to Courseleaf Course Form for Testing
  - b. Deadline to test and email the task list and feedback form to Erika Wooler is May 31, 2017.
  - c. Time to complete testing takes 1 to 2 hours.
  - d. Question: Can CourseLeaf color code which courses are prereqs, vs., coreqs, vs. recommended prep in the ecosystem?

**Adjourn: 9:25AM**

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