

Curriculum Committee Meeting Minutes – DRAFT

Date: 11/6/18, Tuesday 8:30-9:30AM

Location: Ochoco 141

Present (voting members):

- Elizabeth Hylton (Chair, Faculty Forum, At Large)
- Jenni Newby (Instructional Dean, Presidential Appointment)
- Michele Decker (Faculty Forum, CTE Representative)
- Ron Boldenow (Faculty Forum, CTE Representative)
- Sara Henson (Faculty Forum, Transfer Representative)
- Sarah Fuller (Faculty Forum, Transfer Representative)

Absent (voting members):

None

Present (non-voting members):

- Erika Carman (Instructional Systems Support Specialist, Curriculum and Assessment)
- Keri Podell (Academic Advisor, CAP Center)
- Vickery Viles (Director of Curriculum and Assessment, Curriculum and Assessment)

Absent (non-voting members):

- ASCOCC Representative (not yet appointed)
- Jared Forell (Assistant Director of Curriculum and Technology, Admissions and Records)

Guests

- Alan Nunes (Massage Therapy Program Director, Allied Health Department)
- Mick McCann (Assoc. Professor of Geography, World Languages and Cultures Department)

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

Consent Agenda

1. Approve 10/30/18 committee minutes
2. Second Reading/Old Business
 - a. Dental Assisting (Lynn Murray)
 - i. DA 120: Advanced Dental Assisting (course revisions)
 - b. Engineering/Physics (Kevin Grove)
 - i. ENGR 211: Statics
 - ii. ENGR 212: Dynamics
 - iii. ENGR 213: Strength of Material
3. **Sara Henson motioned to approve the meeting minutes and consent agenda from 10/30/18 and Ron Boldenow seconded the motion. The motion was unanimously approved.**

New Business

1. Massage Therapy
 - a. Course revisions
 - i. The contact hours for several LMT courses did not meet state requirements.
 1. The state does not allow partial credits.

- ii. LMT 101: Intro Massage Therapy Career
 - 1. LMT 101 may be eligible as an FYE course. Sara Henson will connect with Alan Nunes on this possibility.
 - iii. LMT 145: Massage I
 - 1. Increase from 4 to 5 credits
 - 2. Foundation on relaxation techniques
 - 3. Recommendation: Update course description to include information on prenatal massage techniques.
 - iv. LMT 150: Massage II
 - 1. Increase from 4 to 5 credits
 - 2. Specific therapeutic techniques.
 - v. LMT 228: Foot Reflexology
 - vi. LMT 255: Zen Shiatsu
 - 1. Increase from 3 to 4 credits.
 - b. Course Inactivation
 - i. LMT 241: Neuromuscular Treatment-Ext
 - ii. LMT 256: Advanced Zen Shiatsu
 - iii. LMT 261: Ancient Hawaiian Massage
 - iv. LMT 295: Integrated Therapies
 - c. Sarah Fuller motioned to approve the first reading of the massage therapy courses and Ron Boldenow seconded the motion. The motion was unanimously approved.**
2. Geography
- a. Course inactivation
 - i. GEOG 207: Geography Of Oregon
 - 1. GEOG 207 was offered once in fifteen years and is not a program requirement.
 - ii. Sara Henson motioned to approve the inactivation of GEOG 207 and Sarah Fuller seconded the motion. The motion was unanimously approved.**
3. CourseLeaf - Course Minor Revision Form
- a. The deans and Betsy Julian met regarding the minor revision form and recommend removing the prerequisite and co-requisite fields from the minor revision form.
 - b. The curriculum office recommends having only the course outline fields on the minor revision form.
4. Addendum: Special types courses added to 18-19 Catalog
- a. Special type courses are numbered 180/280, 188/288, 199/299, 298. See the attachment for the list of courses.
 - b. Sara Henson motioned to approve the addendum of special type courses and Michelle Decker seconded the motion. The motion was unanimously approved.**
5. BI 231, 232, 233, 234 Minor Edit: change prerequisite to "WR 121 plus 098"
- a. The current prerequisite language is confusing to students. Students may think they are required to take WR 098 even if they placed into WR 121.
 - b. There are already courses that have this language as a prerequisite.
 - c. Jenni Newby is working with the deans, Betsy Julian and the writing department on the language for placement into WR 121 plus WR 098.
 - d. Michelle Decker motioned to table the change in prerequisites for BI 231, 232, 233, 234 and Sarah Henson seconded the motion. The motioned was unanimously approved.**



Adjourn: 9:30AM

Next Meeting: November 13, 2018—OCH 141 at 8:30AM

DRAFT