

Curriculum Committee Meeting Minutes – APPROVED

Date: 4/24/18, Tuesday 8:30-9:30AM

Location: Ochoco 141

Present (voting members):

- Jessica Giglio (Transfer Representative)
- Michele Decker (CTE Representative)
- Elizabeth Hylton (Transfer Representative)
- Wayne Yeatman (CTE Representative)
- Sara Henson (Transfer Representative)

Absent (voting members):

- Jenni Newby (Instructional Dean)

Present (non-voting members):

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

Guests: None

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

Consent agenda

1. Approve minutes from 4/17/18 meeting.
2. Special type course: LMT 280 not added
 - a. LMT 280 currently exists as an inactive course and is already equivalent to another course in Banner.
- 3. Sara Henson motioned to approve all consent agenda items and Jessica Giglio seconded the motion. The motioned was unanimously approved.**

Old Business

1. Outcomes support for faculty curriculum proposers
 - a. Review of [web resource](#)
 - b. Comment: The location of the webpage is hard to find.
 - c. Michelle Decker provided an outcome scoring guide template that will be very useful to the committee, chairs and deans when reviewing outcomes.
 - d. The curriculum workshop on Tuesday, September 18 at 11am (fall return week) is a great time to go over this resource.
2. Sample plan resource
 - a. Review of [web resource](#)



- b. The GradTracks Planner project will align their work with curriculum submission deadlines.

New Business

3. The COCC Curriculum Office is beta testing the Webforms state database for CCWD.
 - a. CCWD is developing a report that will list the date each program was last approved in Webforms.
 - i. Every program on file with CCWD needs to be reviewed/updated every three years in Webforms.

Adjourn: 9:30AM

Next Meeting: May 1, 2018—OCH 141 at 8:30AM