

Curriculum Committee Meeting Minutes – DRAFT

Date: 1/15/19, Tuesday 8:30-9:30AM

Location: Ochoco 141

Present (voting members):

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

Absent (voting members):

- Michele Decker (Faculty Forum, CTE Representative)

Present (non-voting members):

- Erika Carman (Instructional Systems Support Specialist, Curriculum and Assessment)
- Jared Forell (Assistant Director of Curriculum and Technology, Admissions and Records)
- 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)

Guests

- Art Benefiel (Program Director, GIS)
- Karl Baldessari (Program Director, Aviation)
- Tim Peterson (Chair, Health & Human Performance)

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

Consent Agenda

1. Approve 11/27/18 committee minutes
2. Second Reading/Old Business
 - a. Economics
 - i. Course inactivation
 1. EC 101: Contemporary Economic Issues
3. Informational items
 - a. Minor revision (e.g. added content outline/updated recommended preparation)
 - i. ART 101: Intro to the Visual Arts
 - ii. ART 110: Intro to Graphic Design
 - iii. AV 222F: Airplane Flight Lab
 - iv. AV 222G: Airplane Flight Lab
 - v. CIS 122: Introduction to Programming
 - vi. CIS 125A1: AutoCAD 1
 - vii. CIS 125E: Excel
 - viii. CIS 125G: Photoshop

- ix. CIS 125I: Adobe Illustrator
 - x. CIS 125V: Visio
 - xi. CIS 125WA: Web Animation
 - xii. CIS 135DB: Database Theory/SQL
 - xiii. CIS 140: A+ Essentials I
 - xiv. CIS 145: A+ Essentials II
 - xv. CIS 178: Internet in Depth
 - xvi. CIS 195: Web Development I
 - xvii. CIS 198: CIS Projects
 - xviii. CIS 235: IT in Business
 - xix. CIS 244: Information Systems Analysis
 - xx. CIS 279L: Linux+
 - xxi. CS 160: Computer Science Orientation
- b. The minor revision for the CIS courses is to include CIS 124 as an option to CIS 120 for the recommended preparation.
 - c. Sarah Henson motioned to approve the minutes from 11/27/18, the second reading of the inactivation of EC 101 and the minor revisions to ART 101, ART 110, AV 222F, AV 222G. Jenni Newby seconded the motion. The motion was unanimously approved.**
 - d. The minor revisions to the CIS courses are tabled until the Curriculum Committee reviews CIS 124.**

Second Reading/Old Business

- 1. Discussion on best path forward for prerequisite statement for “WR 121 plus 98”
 - a. Option recommended: Minimum placement in WR 121 or (WR 121 plus WR 098)
 - b. Curriculum Committee agreed the new recommended language was appropriate.
- 2. SCI, Biology (previously tabled)
 - a. BI 231 Minor Edit: pending change prerequisite to “WR 121 plus 98”
 - b. BI 231 will be on the Curriculum Committee agenda next week to formally approve the new WR 121 plus 098 language.

First Reading/New Business

- 1. Aviation
 - a. Course inactivation
 - i. AV 112A: Tech Advanced Aircraft Lab
 - 1. Content from AV 112A is going to be integrated into AV 112.
 - ii. AV 222M: Airplane Flight Lab
 - 1. AV 222M is difficult to maintain as it requires very specialized equipment.
 - b. Course revision
 - i. AV 112: Technically Advanced Aircraft
 - 1. Recommendation: Update course description to remove “one-on-one”.
 - ii. AV 222H: Airplane Flight Lab
 - 1. Updating the prerequisite with concurrency to remove AV 222M which is going to be inactivated.
 - iii. AV 222I: Airplane Flight Lab



1. Updating the prerequisite with concurrency to remove AV 222M which is going to be inactivated.
 - iv. AV 222J: Airplane Flight Lab
 1. Updating the prerequisite with concurrency to remove AV 222M which is going to be inactivated.
 - v. AV 222K: Airplane Flight Lab
 1. Updating the prerequisite with concurrency to remove AV 222M which is going to be inactivated.
 - vi. Sara Henson motioned to approve inactivating AV 112A and AV 222M, and the course revisions to AV 112, AV 222H, AV 222I, AV 222J and AV 222KAV. Jenni Newby seconded the motion. The motion was unanimously approved.**
 - c. Program revision
 - i. 5120: Aviation - Professional Pilot Airplane AAS
 - ii. 5122: Aviation - Professional Pilot: Helicopter AAS
 - iii. WR 121 is recommended for students transferring to a four-year college for both aviation programs.
 - iv. Ron Boldenow motioned to approve the revisions to Aviation - Professional Pilot Airplane AAS and Aviation - Professional Pilot: Helicopter AAS. Sara Henson seconded the motion. The motion was unanimously approved.**
2. Exercise Science and Outdoor Leadership
 - a. Course inactivation
 - i. HHP 292: Water Safety Instructor
 1. The HHP department no longer offers this course.
 - b. Course revision
 - i. HHP 231: Human Sexuality
 1. Question: Does HHP 231 overlap content with existing psychology or biology courses?
 - a. Comment: COCC currently does not have any standards or guidelines for creating/maintaining interdisciplinary courses.
 - b. Comment: Should Curriculum Committee encourage or require collaboration between departments for interdisciplinary courses?
 2. Recommendation: Update course description to include information on the health aspect since it is a HHP course.
 3. Comment: Curriculum Committee complemented Owen on the student learning outcomes.
 4. Comment: There is a misalignment between the student learning outcomes and the assessment tasks.
 - 5. HHP 231 is table at this time until the Curriculum Committee receives additional information.**
 - ii. HHPA 136: Boot Camp
 1. Updated course description, recommended preparation, course outline, and student learning outcomes.
 - iii. OL 171: OL Technical Skills
 1. Updated student learning outcomes.
 - iv. OL 194AA: Avalanche Level I and Rescue
 1. Updated the course description, course title, credits, contact hours and student learning outcomes to reflect changes made by the American

Avalanche Association. The course now includes an entire rescue component separate from the routine avalanche course.

v. Sara Henson motioned to approve inactivating HHP 292 and the course revisions to HHPA 136, OL 171 and OL 194AA. Jenni Newby seconded the motion. The motion was unanimously approved.

- c. Program revisions
 - i. 1272: Outdoor Leadership AAOT
 1. Comment: Is it appropriate to have recommended courses for the discipline studies requirements in the AAOT?
 - a. If the recommended course is a required course at most four-year colleges, then it makes sense to list it as a recommended course in the program course requirements.
 2. **Sara Henson motioned to approve the revisions to HHPA 136, OL 171 and OL 194AA. Jenni Newby seconded the motion. The motion was unanimously approved.**
3. Geographical Information Systems
 - a. Course revision
 - i. GEOG 284: GIS Customization
 1. GEOG 284 is changing from 20 hour of lab to 20 hours of lec/lab to adhere to state approved contact hour ratios.
 2. The lecture hours (40 hours) remain the same.
 3. Recommendation: Update outcome two to “Communicate results of coding efforts effectively in written form.”
 4. Recommendation: Update outcome three to “Demonstrate ability to serve as geospatial resource.”
 5. **Ron Boldenow motioned to approve the revisions to GEOG 284 and Jenni Newby seconded the motion. The motion was unanimously approved.**
4. Guidance on upcoming Curriculum Committee agendas
 - a. Art (44 courses)
 - i. Group Art courses by faculty proposer.
 - b. COMM (22 courses + inactivations)
 - i. All courses can be reviewed/approved in one meeting.
 - c. MFG (24 courses, 4 programs)
 - i. Review courses first, then programs.
 - d. HIM (20 courses + inactivations)
 - i. Review courses first, then programs.

Adjourn: 9:33AM

Next Meeting: January 22, 2019—OCH 141 at 8:30AM