

Curriculum Committee Meeting Minutes-APPROVED

Date: 2/2/16, Tuesday 8:30-9:30AM

Location: Metolius 214

Present (voting members):

- Jessica Giglio (*transfer representative*)
- Chad Harris (*Instructional Dean*)
- Dawn Lane (*CTE representative*)
- Stephanie André (*transfer representative*)

Absent (voting members):

- Eric Magidson (*CTE representative*)
- ASCOCC Representative (not yet appointed)

Present (non-voting members):

- Sharon Bellusci (*Enrollment Services representative—temporary assignment*)
- Vickery Viles (*Director of Curriculum and Assessment*)
- Jared Forell (*Assistant Director of Admissions & Records-Curriculum and Technology*)
- Lisa Bacon (*Note taker/Support Specialist for Instructional Deans*)

Absent (non-voting members):

- None

Guests:

- Tony Russell (*Faculty Assessment Coordinator*)
- Ralph Phillips (*Department Chair, Computer Information Systems*)
- Michael Gesme (*Department Chair, Fine Arts & Communication*)

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

1. Consent Agenda

- Chad Harris motioned to approve the minutes from 1/26/16 and Dawn Lane seconded the motion. The minutes from 1/26/16 were unanimously approved.**
- Chad Harris motioned to approve PHM 181, 190, 191, and PHM program revisions, and Jessica Giglio seconded the motion. The second reading via consent agenda of PHM 181, 190, 191, and PHM program revisions were unanimously approved.**

2. New Business: First Readings

- CIS 297, resulting program changes to all AAS/CIS degrees (Ralph Phillips)
 - Replace generic elective (CIS XXX) requirement with CIS 195: Web Development to align with program outcome guide

- ii. CIS 280 Co Op replaced with CIS 297 Capstone course to ensure that graduates get same assessment check at the end of their degree; skill sets are harder to measure with the co-op
 - 1. Discussion regarding whether or not the course should be included on the list of CTE courses (only 12 CTE credits are allowable in the AAOT degree); most CIS courses would be considered CTE courses; core CIS courses are not transferrable to four year universities as they are application driven and designed for an AAS degree; CIS 297 will count in the 12 credit CTE limit
 - 2. Review of course equivalency list on OSU website
 - 3. Suggestion to change the spelling of rèsùmè
 - 4. Discussion regarding credit count for the program (94-98 or 95-99?);
Sharon and Ralph will double check on this
- iii. **Chad Harris motioned to approve the replacement of CIS 280 Co Op with CIS 297, and Stephanie Andrè seconded the motion. The motion was unanimously approved for second reading via consent agenda on 2/9/16.**
- iv. **Chad Harris motioned to approve the AAS/CIS program changes with suggested revision for a second reading and Stephanie Andrè seconded the motion. The motion was unanimously approved for second reading via consent agenda on 2/9/16.**
- b. VT 101: change prerequisite to MTH 95, 111 or higher (remove MTH 105)
 - i. Grad Tracks is programmed as MTH 95 or higher (MTH 98 was previously removed as an eligible math course for the VT program)
 - ii. Data has not been collected to show why MTH 105 is not an applicable math course, but the content experts for the program believe it's not an appropriate or applicable course; a policy was previously created in a sub committee of Academic Affairs to require data collection/rationale for making pre-requisite changes
 - iii. The committee discussed whether or not data should be provided since this is a standard protocol for pre-requisite changes; the program is new and would likely have a small sample size, but efforts could be made to collect some data; given nature of the change (MTH 105 does not include algebraic calculations and a math course with this content is needed in the program), further data may not be necessary; requiring the collection of data could be an impediment to the instructor/department
 - iv. The committee discussed whether or not a second reading could be done without a program representative and agreed that representation was not needed
 - v. **Chad Harris motioned to approve the removal of MTH 105 from the VT 101 prerequisite list, and Jessica Giglio seconded the motion. The motion was unanimously approved for second reading via consent agenda on 2/9/16.**

- c. ART 110-new course (Michael Gesme)
 - i. The college has been approached on many occasions to offer a course of this nature and potentially even a degree of this nature in the future
 - ii. An ART 199 course in Graphic Design was offered in the Fall 2015 (in Bend) and Winter 2016 (in Redmond) and the courses have been well-attended; several area high schools currently articulate this course with Mt Hood Community College because COCC does not offer it; the course would provide an additional elective choice for Marketing and Business majors.
 - iii. Missing a checked box in Course Category, Green Training Category on the form;
Michael will correct this and resend to Vickery
 - iv. **Chad Harris motioned to approve ART 110 with suggested changes and Stephanie Andrè seconded the motion. The motion was unanimously approved for second reading via consent agenda on 2/9/16.**
- d. AS Engineering
 - i. Add MTH 253 (Calculus III) as program requirement for AS Engineering degree as it was not included on original AS degree
 - ii. Discussion regarding SP 111: it's listed as 3 credit but is actually 4 credit
 - iii. ENGR 202 and 212 are not listed as part of program requirements on the draft catalog page, they are listed in the Advising Notes section within the Engineering specializations; **Vickery will double check on how this should be listed in the catalog**
 - iv. **Stephanie Andrè motioned to approve the addition of MTH 253 to the AS Engineering degree and Chad Harris seconded the motion. The motion was unanimously approved for second reading via consent agenda on 2/9/16. Other program changes (SP 111, ENGR 202, ENGR 212) will be reviewed again prior approval.**

3. Upcoming Meeting

- a. Culinary Program changes
- b. Business Program changes
 - i. CEED Suspensions
 - ii. Business Administration/Small Business & Entrepreneurship
- c. Hospitality Management
- d. Early Childhood Development

Adjourn: 9:24AM

Next Meeting: Tuesday, February 9, 2016—MET 214 at 8:30AM