

**Curriculum Committee Meeting Minutes--APPROVED**

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

**Location: Metolius 214**

**Present (voting members):**

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

**Absent (voting members):**

- 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):**

- Sharon Bellusci (*Enrollment Services representative—temporary assignment*)

**Guests:**

- Tony Russell (*Faculty Assessment Coordinator*)
- Karl Baldessari (*Program Director, Aviation*)
- Theresa Freihoefer (*Department Chair, Business/Aviation/Culinary*)
- Owen Murphy (*Instructor, Health & Human Performance*)
- Malinda Williams (*Instructor, Humanities*)
- Bret Michalski (*Program Director, Forest Technology*)
- Ron Boldenow (*Department Chair, Natural & Industrial Resources*)

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

**1. Consent Agenda**

- Dawn Lane motioned to approve the minutes from 2/2/16 and Chad Harris seconded the motion. The minutes from 2/2/16 were unanimously approved.**
- Chad Harris motioned to approve the second reading via consent agenda of AS Engineering (addition of MTH course), CIS (new CIS 297 and resulting program changes to all AAS/CIS degrees), ART 110 (new course), and VT 101 (change to math prerequisite-removing MTH 105), and Dawn Lane seconded the motion. The second reading via consent agenda of AS Engineering, CIS 297, ART 110, and VT 101 was unanimously approved.**

## 2. New Business: First Readings

- a. HHP 281-Practicum-Health Promotion/Public Health: New Course
  - i. Addition of practicum course (30 hours = 1 credit) for students pursuing an AAOT- Health Promotion/Public Health
  - ii. Discussion of approval to register for the course-advisor versus instructor or department; an instructor would be assigned to the course for oversight of learning outcomes; recommendation to require instructor approval; **Owen will update this on the form**
  - iii. Discussion regarding the assessment of outcomes to create more precise language; Tony offered to provide guidance on restructuring outcomes; **Owen will revise the outcomes and send to Tony for review**
  - iv. **Dawn Lane motioned to approve HHP 287 for second reading with instructor approval change and enhancement of outcomes, and Stephanie André seconded the motion. The motion was unanimously approved.**
- b. AV 115 and AV 117: course revisions
  - i. AV 115: Private Pilot Ground School; no Helicopter element when the program first started; AV 117 was created to serve Helicopter students only
  - ii. AV 115 and 117 were linked while awaiting approval to add AV 117 to the Helicopter degree; the co-requisite insured all Helicopter students would have their AV 117 performance incorporated into their AV 115 grade.
  - iii. AV 117 has been an approved course within the Helicopter degree for more than five years.
  - iv. Administrative burden to override the co-requisite for advanced students
  - v. Recommendation to unlink the two courses and remove the co-requisite requirement to have individual control over the classes to accommodate the student's needs
  - vi. Discussion of program outcomes and their parallel to FAA outcomes/requirements; FAA written exam is intended to be taken at the end of the course; if the student is not ready for the FAA exam, a substitute final in similar format is given.
    1. Recommendation to narrow down outcomes for AV 115 (four to six are ideal); AV 117 will just need to revise language but the number of outcomes is reasonable; recommendation to use language like "select, label, identify" rather than listing skill sets and using words like "comprehend, apply, demonstrate"; comprehension is difficult to measure with a written/multiple choice exam
    2. **Karl will review and revise the outcomes for both AV 115 and AV 117 and send to Tony for guidance**
  - vii. **Eric Magidson motioned to approve AV 115 and AV 117 for second reading with suggested changes to course outcomes and Chad Harris seconded the motion. The motion was unanimously approved.**

- c. AS, emphasis in Natural Resources at OSU: program revision
  - i. Aligning program options with OSU-Cascades
    - 1. Revised catalog to incorporate specialty options under the AS-Natural Resources
      - a. Conservation & Technology
      - b. Fish & Wildlife Conservation
      - c. NR Policy & Management
  - ii. Discussion regarding implementation in Grad Tracks; the specialties aren't unique degrees but are specialty options that will need to be captured on the student's degree audit; may need to broaden credit range for the degree and rely on advisor to direct students to take the correct specialty options; ideally, it will not have to be broken into three degrees but one degree that talks to all three options; OSU also has Degree Works so they can be contacted to see how they reflect these options in their system; **Jared and Sharon will meet to discuss how this can be manipulated in Grad Tracks before the end of the week**
  - iii. **Stephanie Andrè motioned to approve suggested changes in AS-Natural Resources with specialty options for second reading and Dawn Lawn seconded the motion. The motion was unanimously approved.**
- d. HUM 230: course revision
  - i. Not currently included on the Cultural Literacy list, although the nature of the course meets the criteria
  - ii. Course outcomes are currently being reviewed and updated; existing outcomes are listed on the form but these will be changed; **Tony will work with Mindy to restructure outcomes for an upcoming meeting**; however, the essence of Cultural Literacy has been demonstrated
  - iii. **Eric Magidson motioned to approve HUM 230 for the Cultural Literacy list with revisions to outcomes for second reading, and Dawn Lawn seconded the motion. The motion was unanimously approved.**

### 3. Next Meeting

- a. HTRM deactivation
- b. CEED reactivation and restructure
  - i. Eight new or revised courses and related changes to programs

**Adjourn: 9:32AM**

**Next Meeting: Tuesday, February 16, 2016—MET 214 at 8:30AM**