

Curriculum Committee Meeting Minutes--APPROVED

Date: 3/8/16, 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):

- Vickery Viles (*Director of Curriculum and Assessment*)
- Jared Forell (*Assistant Director of Admissions & Records-Curriculum and Technology*)
- Mary Nelson (*substitute note taker*)

Absent (non-voting members):

- Sharon Bellusci (*Enrollment Services representative—temporary assignment*)
- Lisa Bacon (*Note taker/Support Specialist for Instructional Deans*)

Guests:

- Michael Hansen (*Business Department*)

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

1. Consent Agenda

- Dawn Lane motioned to approve the minutes from 3/1 and Jessica Giglio seconded the motion. The minutes from 3/1 were unanimously approved.**
- Addendum Proposal 5**
 - Brief discussion regarding presence in Grad Tracks and the order of operations for addendums**
 - Dawn Lane motioned to approve Addendum Proposal 5 and Jessica Giglio seconded the motion. Addendum Proposal 5 was unanimously approved.**

2. New Business/First Readings

- Update to AS Medical Imaging (add SS course)
 - Vickery gave a brief history of the program and the connections to Oregon Institute of Technology.

- ii. **Chad Harris motioned to approve the update to the AS Medical Imaging program and Dawn Lane seconded the motion. The update was approved unanimously.**

3. Old Business/Second Readings

- a. AS Outdoor Leadership program revision (note, minor changes reflected in minutes; no revised forms needed). **Stephanie Andre' motioned to approve the program revisions to the AS Outdoor Leadership program and Chad Harris seconded the motion. The program revisions were approved unanimously.**
 - i. OL 263 New course (replacing 253)
 - ii. OL 271 Revised course (change in hours, SLOs, requisites, description)
 - iii. OL 294CC Deactivated (absorbed into 271)
 - iv. OL 273 Revised course (change requisites, 263 replacing 253)
 - v. OL 294CA New course
 - vi. OL program revisions
- b. HHP 240 Revised course (adding requisites, add to DS Science list). **Dawn Lane motioned to approve HHP 240 course revisions and Chad Harris seconded the motion. The course revision was approved unanimously.**
- c. HHP 210 Revised course (change in title). **Dawn Lane motioned to approve HHP 210 course revisions and Chad Harris seconded the motion. The course revision was approved unanimously.**
- d. New program: DALE short-term certificate of completion (ECE) **Chad Harris motioned to approve the new program and Jessica Giglio seconded the motion. The new program was approved unanimously.**
- e. BA 233, 237, 239 – updated outcomes.
 - i. Eric and others commented that the outcomes were well written. He asked Michael Hansen whether the assessments were created parallel to the outcomes; Michael said they were. **Dawn Lane motioned to approve the updated outcomes and Stephanie Andre' seconded the motion. The updated outcomes were approved unanimously.**
- f. Revised BA 178 proposal (includes Human Relations status).
 - i. Vickery gave some background on the revisions and the history of the Human Relations status. **Dawn Lane motioned to approve the revised course and Stephanie Andre' seconded the motion. The revised course was approved unanimously.**
- g. Summary of all Business changes: see list below. **Stephanie Andre' motioned to approve all listed Business changes and Chad Harris seconded the motion. All listed Business changes were approved unanimously.**
 - i. HTRM – ending specialization (will create AAS Hospitality Management)
 - **Delete Program: AAS HTRM Specialization**
 - **Inactivate courses: Inactivate HTRM 105; HTRM 233**

- ii. CEED – ending CEED prefix programs (replaced by existing BA Small Bus/Entr. Specialization), revising CEED prefix courses into BA courses
 - **Delete Programs: AAS, CERT Strategic Venture, Cert Strategic Product (Resulting in a suspension of al “CEED” prefix programs)**
 - **Inactivate courses: Inactivate CEED 201, 202, 203, 204, 205, 206, 221, 222, 223, 224, 225, 226 (single document)**
 - **Replace CEED courses with BA 237 (revision), 253 (reactivate), 254, 271, 272 (new)**
 - **Revise courses: BA 237 revision of CEED 213; Reactivate BA 253**
 - **New courses: BA 254, 271, 272**
- iii. BA course revisions: **Revise BA 178, 222, 232, 233, 239, 261**
- iv. BA course inactivation: **Inactivate BA 289**
- v. Program revisions resulting from the above changes:
 - **Certificate Accounting Clerk**
 - **Certificate Entrepreneurship**
 - **Certificate Marketing Communications**
 - **Certificate Office Assistant**
- vi. General Ed from 2 courses to 6-9 credits:
 - **AAS Business Administration (BAGEN)**
 - **AAS Business Administration, Accounting Specialization (ACCTG)**
 - **AAS Business Administration, Management Specialization (MGMT)**
 - **AAS Business Administration, Small Business/Entrepreneurship Specialization (ENTRE)**
 - **AAS Business Administration, Retail Operations Specialization (OPS MGMT)**

4. Upcoming/Future Meeting

- a. HUM 230 (first reading complete)
- b. New Nursing Assistant Certificate
- c. Revised NUR 96 to NUR 104
- d. Culinary Changes

Adjourn: 9:05AM

Next Meeting: Tuesday, March 15, 2016—MET 214 at 8:30AM