

## Curriculum Committee Minutes

February 29, 2024

Location: TDC Boardroom & HRC Conference Room

Zoom Link: <https://cgcc.zoom.us/j/84308320742>

### PRESENT:

#### Voting Committee Members

Chair- Mimi Pentz (Nurs/Hlth)

Vice Chair- Andrea LoManaco (Buiness)

Pam Morse (Math)

Kristen Booth (Pre-College)

Stephen Shwiff (Social Science)

Robert Wells-Clark (Ind/Trade)

LOA - Jenn Kamrar (Art,Cult,Comm)

Tori Stanek (Inst Dean)

Emilie Miller (Science)

#### Non-Voting Committee Members

Jarett Gilbert (VP Instructional Services)

Susan Lewis (Curriculum)

Mary Martin (Student Services)

#### Supporting Staff

Sara Wade (Instructional Services)

#### Guests

Zip Krummel & Todd Meislahn,

Sara Mustonen

### ABSENT

#### Voting Members

#### Non-Voting Committee Members

| Item   | Discussion  | Action   |
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| Call to Order:   | Meeting was called to order at 3:35pm, by Vice Chair LoMonaco.  |  |
| Approval of February 8, 2024   | <b>Motion: approve as written</b>   | Motion: Pam<br>2nds: Tori<br>6 in favor – 0 opposed – 0 abstains |
| <b>Information Items:</b><br>1. Course Inactivations: BA 111, BA 188, BA 212, BA 250, BA 256 |   |  |
| <b>Old Business:</b>   |   |  |
| 1. <b>UPDATE: Contact Hour Definitions – continued</b>                                       | Kristen & Pam ask for more people to fill the spreadsheet out. And will bring it back to the March meeting. |  |

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| <b>Submissions:</b>  |   |  |
| PSY 201A General Psychology<br>(Course Revision)                             | Zip explains that they are two Psychology courses from the state that are now part of Common Course Numbering and the new Psychology MTM that has come from the state.<br><b>Motion: approve as written.</b>                                    | Motion: Stephen<br>2nded: Pam<br>5 in favor – 0 opposed – 0 abstained  |
| PSY 202A General Psychology<br>(Course Revision)                             | <b>Motion: approve as written.</b>  | Motion: Emilie<br>2nded: Pam<br>5 in favor – 0 opposed – 0 abstained   |
| Associate of Arts Oregon Transfer –<br>Elementary Education (New MTM Degree) | The new MTM from the state for transfer degree. With the implantation of this new degree, we will not be offering the Education Pathway Guide because the MTM takes its place. They are nearly identical.<br><b>Motion: approve as written.</b> | Motion: Emilie<br>2nded: Pam<br>6 in favor – 0 opposed – 0 abstained   |
| Early Childhood Education<br>(Modified Degree/Cert Revision)                 | <b>Motion: approve as written.</b>  | Motion: Tori<br>2nded: Robert<br>6 in favor – 0 opposed – 0 abstained  |
| BA 101 Introduction to Business<br>(CCN Revision)                            | Todd shares that BA 101, BA 221, BA 213 are part of the statewide Common Course Numbering and that these changes are to reflect the new state standards.<br><b>Motion: approve as written.</b>  | Motion: Stephen<br>2nded: Mimi<br>7 in favor – 0 opposed – 0 abstained |
| BA 211 Principles of Accounting I<br>(CCN Revision)                          | <b>Motion: approve as written.</b>  | Motion: Mimi<br>2nded: Emilie<br>7 in favor – 0 opposed – 0 abstained  |
| BA 213 Managerial Accounting<br>(CCN Revision)                               | <b>Motion: approve as written.</b>  | Motion: Tori<br>2nded: Pam<br>7 in favor – 0 opposed – 0 abstained     |
| Associate of Science Transfer – Business<br>(New MTM Degree)                 | This is the new State MTM for Business. The ASOT Business will still be offered.<br><b>Motion: approve as written.</b>  | Motion: Stephen<br>2nded: Pam<br>7 in favor – 0 opposed – 0 abstained  |

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| Accounting AAS<br>(Degree Revision)                                  | <b>Motion: approve as written.</b>  | Motion: Stephen<br>2nded: Pam<br>7 in favor – 0 opposed – 0 abstained    |
| Accounting/Bookkeeping<br>(Certificate Revision)                     | <b>Motion: approve as written.</b>  | Motion: Emilie<br>2nded: Pam<br>8 in favor – 0 opposed – 0 abstained     |
| Entry-Level Accounting Clerk<br>(Certificate Revision)               | <b>Motion: approve as written.</b>  | Motion: Stephen<br>2nded: Mimi<br>8 in favor – 0 opposed – 0 abstained   |
| Entrepreneurship/Business Management<br>(Degree Revision)            | <b>Motion: approve as written.</b>  | Motion: Mimi<br>2nded: Tori<br>8 in favor – 0 opposed – 0 abstained      |
| Entrepreneurship<br>(Certificate Revision)                           | <b>Motion: approve as written.</b>  | Motion: Stephen<br>2nded: Emilie<br>8 in favor – 0 opposed – 0 abstained |
| Administrative Assistant AAS<br>(Degree Revision)                    | <b>Motion: approve as written.</b>  | Motion: Mimi<br>2nded: Kristen<br>8 in favor – 0 opposed – 0 abstained   |
| Administrative Assistant<br>(Certificate Request)                    | <b>Motion: approve as written.</b>  | Motion: Tori<br>2nded: Andrea<br>8 in favor – 0 opposed – 0 abstained    |
| Associate of Science Transfer – Computer<br>Science (New MTM Degree) | Pam shared the results of the survey that was sent out to our district area high schools regarding interest in a Computer Science program and specific classes. Students interest in a Computer Science program was strong. With these good responses it was decided to bring back the computer science program as the classes are already built and they fit into the new state MTM.<br><b>Motion: approve as written.</b> | Motion: Tori<br>2nded: Andrea<br>8 in favor – 0 opposed – 0 abstained    |
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| <p>FYE 100 College Survival Skills<br/>(Course Revision) &amp; (Contact Hour Change)</p>                                | <p>All the proposed changes all have been off the recommendations given by the feedback from faculty, staff and students.</p> <p><b>Concerns</b></p> <ul style="list-style-type: none"> <li>• How will this be made mandatory...by making it a Gen Ed course and imbedding it into the degree &amp; certificate pathways.</li> <li>• Cost to students? It is a 4-credit course that carries normal tuition and fees. However, it is hoped that the additional cost will be offset by it having a Gen Ed designation and replacing an existing Gen Ed requirement.</li> <li>• Concern was expressed around the potential for making the course a mandatory requirement and placed in all degrees with some possible opt outs for degrees with high credit loads that couldn't accommodate more credits (Aviation, Paramedic).</li> <li>• Concern also around a forced placement in the first term as some programs already have heavy first term schedules that may include gateway math and writing courses, and introductory technical content courses.</li> <li>• Questions about what exactly students get out of attending the course. Will it result in higher retention and completion? Should programs that already have high retention and completion rates be mandated to include this course?</li> <li>• There will be further discussion around opt-outs for certain degrees and certificates/programs, as well as for individual students.</li> <li>• The submission on the agenda does not include any approval of mandating the course. That discussion will take place in the coming year.</li> </ul> <p><b>*ACTION ITEM: Tori will look into and share data around the effect of FYE implantation in other colleges, especially in CTE &amp; Tech &amp; Trade programs.</b></p> <p><b>Motion: approve as written.</b></p> | <p>Motion: Kristen<br/>2nded: Andrea<br/>6 in favor – 1 opposed – 0 abstained</p> |
| <p>FYE 100 College Survival Skills<br/>(Opt-Out Request), (Transferability), &amp;<br/>(General Education Elective)</p> | <p><b>Motion: approve as written.</b></p>   | <p>Motion: Mimi<br/>2nded: Andrea<br/>7 in favor – 0 opposed – 0 abstained</p>    |
| <p><b>New Business:</b></p>   |   |   |
| <p>1. Additional Meeting – April 18 or 25?</p>  | <p>An additional meeting will be scheduled to address licensure submissions for CPL. <b>NO Degree/Certificate/Course Revisions will be</b></p>  |   |

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|                                  | <p><b><i>accepted.</i></b> There is availability in the schedule as the November 2<sup>nd</sup> meeting was cancelled.</p> <p><b>Make up meeting: Thursday, April 25<sup>th</sup> from 3:30 to 5pm. TDC Boardroom &amp; HRC Conference Room with Zoom link if needed.</b></p> |                                     |
| 2. Curriculum Committee Retreat  | Susan will send out a Doodle Poll of possible dates for the May CC Retreat. Please promptly fill out once received to help for quick scheduling.  |                                     |
|                                  |   |                                     |
| <b>Meeting Adjourned: 4:55pm</b> | <p><b>Pam motioned to end the meeting, Andrea seconded, all in favor.</b></p> <p><b>Meeting ended at 4:55pm.</b></p>  | <b>Next Meeting: March 14, 2024</b> |