Curriculum Committee Summary 2020-21

Leadership

Chair: Kristen Booth (Pre-College)
Vice Chair: Zip Krummel (Social Science)

Members

Courtney Cunningham (ESOL)
P.K. Hoffman (Arts & Humanities)
Steven Holman (Instructional Dean/Director)
Katy Jablonski (Writing, Lit, & Foreign Lang)
Ashley Mickels (Career & Technical Education)
Emilie Miller (Science)
Pam Morse (Math)
Mimi Pentz (Nursing & Health Occupations)
Jarett Gilbert (non-voting – VPIS)
Susan Lewis (non-voting – Curriculum)
Mary Martin (non-voting – Student Services)

Support Staff

Gail Gilliland / Sara Wade

Degrees and Certificates reviewed

1 New degree
6 New certificates
0 Degree suspensions
0 Certificate suspensions
7 Degree revisions
12 Certificate revisions
1 New NCTC

Courses reviewed

43 New CTE courses
22 CTE course revisions
1 New LDC course
2 LDC course revisions
2 Gen Ed Requests
0 Cultural Literacy Requests
4 Course inactivations
4 Contact Hour Changes
0 Grade Option Change
10 New Non-Credit courses

Decisions or Actions approved

Procedural issues and changes for Curriculum Committee and Curriculum Office

1. Add to the "Text & Materials" section in the CCOGs a header clarifying that listed texts and materials are suggested rather than required. Required texts and materials will be clearly identified. (9.24.20, 10.22.20)
2. Add notation in CCOG development template requiring the content section to be built in outline format or bullets under each outcome. (9.24.20)
3. Departments should develop a separate CCOG for courses even those often taught in combination, i.e. a combination of two levels of math; however, when teaching these courses in combination, an additional CCOG is required to reflect the accelerated nature of the combo, the desire to move students through two levels in one term. The combo course would represent a third version of the courses. (9.24.20)
4. Add "Old Business" to the CC agenda. (10.8.20)

5. To reflect actual current use, the Consent Agenda was revised to be a Modified Degree/Certificate Revision form which can be used to update/revise degrees/certificates for the revisions that don't require a full submission: course titles, course numbers, degree/certificate title change, addition/deletion of degree/certificate electives. The Consent Agenda will no longer be an official form. Items may be placed on a Consent Agenda if appropriate without there being a specific form. (2.11.21, 3.4.21)
6. Use of Roberts Rules removed from CC Charter. Recording of CC procedural rules that had been agreed upon over the years to replace Roberts Rules. (3.18.21, 4.8.21, 5.6.21, 6.3.21)
7. Add to Procedural Rules that: "Officers are elected from among the voting faculty." Previously an unofficial understanding that was adopted officially here. (6.3.21)
8. Committee meeting schedule for the 2021-22 academic year. September Orientation and May Retreat are limited to submissions for new degrees or certificates. Otherwise these meetings are reserved for committee review of curricular policy and issues. (6.12.20)

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
2021-22	Orientation 9.23.21	10.7.21 10.21.21	11.4.21	12.2.21	0	2.10.22	3.3.22 3.17.22	4.7.22	5.12.22	TBD	0	0

Curriculum development and submission
1. Reviewed ASOT-BUS general requirements – computer application and business requirements. (10.8.20, 10.22.20, 3.4.21, 3.18.21, 4.8.21, 5.6.21, 6.3.21)
2. MTH 110 Technical Math added to Related Instruction computation standalone options. (10.22.20)
3. MTH 211, 212 & 213 added to Related Instruction computation standalone options, and MA 122 add as a communication standalone option. (11.19.20)

Discussion Items
1. Standard prerequisites – request to Instructional Council and to Gen Ed Department to review and update. (9.24.20, 11.19.20, 11.19.20)
2. Degree/Certificate Suspension Guidelines – discussion around the parameters for determining whether a degree/certificate/program should be suspended. Potential areas for determining sustainability: enrollment, cost balance, faculty availability, changing labor market needs. (9.24.20, 10.8.20, 10.22.20)
3. Proposed a review of guidelines for writing Course Outcomes – particular attention to making sure that they written with students in mind so they will be able to understand them. (6.3.21)
4. Introduction to Major Transfer Maps and AAT/AST awards. (6.3.21)
5. Inclusion of standardized research practices into curriculum – learning communities, LIB 101, embedded in coursework. (6.3.21)