

**Curriculum Committee Meeting Minutes – DRAFT**

**Date: 4/17/18, Tuesday 8:30-9:30AM**

**Location: Ochoco 141**

**Present (voting members):**

- Jenni Newby (Instructional Dean)
- Jessica Giglio (Transfer Representative)
- Michele Decker (CTE Representative)
- Elizabeth Hylton (Transfer Representative)
- Wayne Yeatman (CTE Representative)
- Sara Henson (Transfer Representative)

**Absent (voting members): None**

**Present (non-voting members):**

- Erika Carman (Instructional Systems Support Specialist, Curriculum and Assessment)
- Jared Forell (Assistant Director of Curriculum and Technology, Admissions and Records)
- Vickery Viles (Director of Curriculum and Assessment, Curriculum and Assessment)
- Keri Podell (Academic Advisor, CAP Center)

**Absent (non-voting members):**

- ASCOCC Representative (not yet appointed)

**Guests: None**

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

**Consent agenda**

1. Approve minutes from 4/10/18 meeting.
2. Second readings on the following proposals (no changes required from first reading)
  - a. CIS Department, CIS Discipline
    - i. CIS 135S1: SolidWorks 1
    - ii. CIS 135S2: SolidWorks 2
  - b. Math Department, Math Discipline
    - i. MTH 060: Algebra I
    - ii. MTH 065: Algebra II
    - iii. MTH 095: Intermediate Algebra
    - iv. MTH 231: Discrete Math (2017-18 addendum)

**3. Jenni Newby motioned to approve all consent agenda items and Sara Henson seconded the motion. The motioned was unanimously approved.**

1. Other Business
  - a. Review writing outcomes resource webpage
    - i. Comments/suggestions
      1. Update the title of the webpage from 'Writing Outcomes' to 'Developing Course Outcomes'.
        - a. Update the first sentence from 'In the real world' to 'real life roles'.

2. Create a separate webpage for developing program outcomes.
  3. The current webpage needs additional examples of good outcomes.
    - a. **Action item: Each committee member will bring one example of a course with great outcomes. Note what is exemplar about the outcomes.**
  4. Differentiate creating new student learning outcomes from improving outcomes.
  5. Update the blooms taxonomy link so the resource does not go to the Wikipedia webpage.
    - a. **Action item: Wayne Yeatman will research links to blooms taxonomy resources.**
  6. Create a separate webpage titled “Aligning Curriculum with Course Outcomes’ for COGs/POGs.
  7. The last two paragraphs in the improving SLO’s section should be moved to best practices.
    - a. **Action item: Sara Henson will rewrite the best practices/improving student learning outcomes sections.**
- b. Review sample plan resource webpage
- i. Comments/suggestions
    1. The program sample plans in CourseLeaf are the basis for the GradTracks Planner.
    2. We need to distinguish the recommended courses from the other courses to consider category in the sample plans.
      - a. We need to define each category and add them to the resource webpage.
    3. How do we align the sample plans in CourseLeaf with the DegreeWorks Planner?
    4. The Deans would like to be more involved in the communication regarding the GradTracks Planner.
      - a. Additional communication is needed regarding the GradTracks Planner.
  - c. Future Schedule, Agenda items
    - i. Determine 19-20 Curriculum Deadlines
    - ii. 19-20 Curriculum proposals
    - iii. Curriculum Standards
    - iv. Award Definition project
    - v. Review/feedback on Courseleaf for form improvements
    - vi. Referring Related Instruction to Academic Affairs
    - vii. End of year Report

**Adjourn: 9:32AM**

**Next Meeting: April 24, 2018—OCH 141 at 8:30AM**