



Curriculum Committee Minutes

February 28, 2019 – 2:00 p.m.

Building 19, Room 124

Attendees: Dr. Chris Chen Mahoney, Michelle Hillesland, Dean Kelly, Dr. Claire Korschinowski (Chair), Kelly Meeusen, Mike Wheeler,

Absent: Michelle Barre, Michael Bowman, Robert Carver, Franklin Clark, Lisa Colombini-Hyke, Cristeen Crouchet, Mabel Edmonds, Myra Griffin, Elaine Holster, Wendy Joseph, Timothy Kvamme, Dr. Judy Loveless-Morris, LaRita Montgomery-Mandley, Cindy Mowry, Hannah Precour, Melissa Siedlicki, Don Souza, Carrie Van Beek, Chris Delaney, Tyler Scott

Non-Voting: Kristy Crosby, Megan Davis (Recorder), Roxanne Sou

Guests: Kevin Kildun, Julie Lancour, Annemarie Solbrack, Trisha Autry, Jillian Lalli, Hilda Santacruz, Bijou Boerst, Dwight McGhee, Thomas Bean, Richard Barton, Shaun Geary, Maurie Kerns, Brandon Dawley, McKenzie Murphy, Brandon Rogers, Debbie Ewald, Michele Jones

1. Call to Order

Dr. Claire Korschinowski called the meeting to order at 2:02pm.

2. Safety Awareness

Claire reviewed safety procedures to follow in case of emergency.

3. Approval Minutes

The minutes of the January 8, 2019 minutes were approved as written.

MOTION TO APPROVE: Kelly Meeusen

MOTION SECONDED: Dean Kelly

MOTION CARRIED.

4. Consent Agenda – none.

NURS course outlines and scope and sequence were approved via electronic votes due to the Nursing Commission visit.

5. New Business

A) Environmental Science – Derek Faust

The changes include revised lecture/lab hours, updating credits, updating a prerequisite. ENVS 162 had a co-req of MATH 92. This has been revised to a prereq of MATH 94 or higher. Students were putting forth more hours than credits they were earning.

Revisions slated to begin summer 2019.

Ready for consent agenda.

B) HVAC – Richard Barton/Tom McGhee/Tom Bean

The information, such as hours and credits were not aligning with what was in the catalog. These changes are fixing mistakes on the course outline documents. The catalog and state inventory information is correct. **Revisions effective spring 2019.**

Minor change documented for the record.

C) College Success/COLL 102 – Dean Kelly

The learning outcomes will be updated to better reflect what is being taught. The effort level wasn't high from students due to the P/F grading system. The course will be updated to decimal graded to prevent this. **Revisions effective summer 2019.**

Minor change documented for the record.

D) BAS Interior Design – Julie Watts

All courses are hybrid. The degree requires 65 credits in addition to the gen ed courses. The curriculum was developed based on holes in the associate degree and to get students more prepared for jobs. The requirements to get into the selective admission program include an associate degree in interior design or closely related field, portfolio, resume, essay, and similar gen ed courses required by the other BAS. **Revisions slated to begin fall 2019.**

Ready for consent agenda.

E) Digital Entertainment – Shawn Geary/Chris Felch

Course descriptions and outcomes will be revised utilizing feedback from students and folks from industry. The content is the same; the terms are refined. **Revisions effective spring 2019.**

Minor change documented for the record.

F) Cosmetology – Michelle Hillesland

The program did a curriculum overhaul. The hours and credits are being decreased to get closer to the state board's minimum credits for AA degree. Some content moved on scope and sequence. All content that is on exams is being taught. The teach-out plan will allow the student to finish with whatever curriculum he/she started with. This will affect the summer and fall schedule. **Revisions slated to begin fall 2019.**

Ready for consent agenda.

G) Medical Assistant – Michele Jones

The competencies in the program accreditation has changed. The curriculum is being updated to align with the new 2015 standards. Part of the new competencies is requiring less accounting hours. Those hours will be put towards more coding.

Revisions slated to begin summer 2019.

Ready for consent agenda.

H) Pharmacy Technician – Trisha Autry

The Guided Pathway model was used during the planning of these changes. Splitting program into 4 quarters instead 3. The goal was to keep the credits between 12-15 so that students would be financial aid eligible, but could also add a gen ed. Trisha detailed course revisions. Accreditation wants more lab hours in the hospital setting. Course outcomes will be updated. Program will begin summer and winter quarters. **Revisions slated to begin summer 2019.**

Ready for consent agenda.

6. Continuing Business – none.

7. Action Items – Complete next steps for the following detailed in parenthesized minutes:

- BAS-OPM (2/13/18) – route approved general education and program course outlines for signature (BUS 310, ECON 310, ENG 310, MAT 311, MAT 413, PHIL 310, PSYC 311, OPM 312, 313, 314, 315, 411, 412, 491, 492, 493, 495, 498, 499).
- General Education
 - (6/12/18) – Route approved courses for signature (POLS 180, POLS& 202).
 - (11/13/18) – Route approved course for signature (ENGL& 102).
- LPN to RN Bridge Program (1/8/19) – once new course numbers are assigned, submit on consent agenda; submit revise S&S; work with A/C Office on revised education plan.

8. Committee Reports

a) ELearning – Kelley Meeusen

S.W.A.T. (Students Working for Accessible Technology) pilot program began.

9. Next Meeting/Adjournment

The next meeting is scheduled for March 5th, 2019. The meeting was adjourned at 3:03 p.m.



Mabel Edmonds, Vice President for Instruction
Curriculum Committee Chair

3/12/19

Approval Date