Curriculum Committee Minutes

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| **Meeting Date** | **Meeting Time & Location** |
| Monday November 7, 2016 | 2:30 pm Board Room Building 12 |
| **Chair** | **Vice-Chair** | **Recording Scribe** |
| Barbara Peterson | Phil Hunter |  |
| **Agenda Items**1. **Members Present:** Barbara Peterson, Dave Howard, Mike Mixdorf, Char Gore, Mary Jane Oberhofer, Greg Ferencko, Craig Cowden, Jeff Calkins, Heather Gillanders, Analea Brauburger, Colleen Spezia, Jamie Traugott, Carroll Ferguson. **Guests Present:** Allison Muir, Chanel Rhymes, Zoe Brown, Jim Carroll, Lindsey Wilson, Kim Ward.
2. **Minutes from 10/3/16 meeting:** Motion to approve: Phil Hunter. Second: Char Gore. The June minutes were approved without discussion.
3. **Additional agenda items:** None.
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| **4. TABLED Courses NONE** |
| **6. Provisional Approval (Update) NONE** |
| **7. DELETED Courses NONE** |
| **8. UPDATED Courses****ABE 070 Reading and Writing for the Sciences: Health Science ABE 071 Reading and Writing for Occupational Education****ABE 072 Reading and Writing for Social Studies: Washington State History ABE 073 R/W for Social Studies: Contemporary World Issues****ABE 074 Reading and Writing for the Sciences: Biology ABE 075 Reading and Writing for Social Studies: US History****ABE 077 Reading and Writing for the Sciences: Environmental Science ABE 078 R/W for Social Studies: Contemporary World Issues 2****ABE 079 Reading and Writing for Social Studies: US Government and Civics ABE 083 Applied Math II****ABE 084 Pre-Algebra****Motion:** Jeff Calkins **Second:** Tracey Ushman. Allison Muir explained that these courses are part of the High School 21+ program and the changes are intended to put the courses in full alignment with OSDI.**Motion Carried** |

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| **ACCT& 201 Principles of Accounting I ECON& 201 Micro Economics****ECON& 202 Macro Economics****Motion:** Heather Gillanders **Second:** Jeff Calkins**.** Greg Ferencko explained there is a slight change in the Math pre-requisite to include Math 94. The Math department, with input from Business-Transfer Faculty, has developed Math 094 - Bridging for Business, that covers all the requisite concepts and procedures needed for students taking ACCT& 201, ECON& 201, and ECON&202.**Motion Carried** |
| **9. NEW Courses****ABE 094 Academic Reading and Writing II: Threshold****Motion:** Mary Jane Oberhofer. **Second:** Jeff Calkins. Allison explained that this is part of the High School 21+ program that is an integrated pre-college course designed to improve the student's reading and writing ability for entrance into ENGL& 101. Course work focuses on critical reading and analytical writing in response to readings, with an emphasis on organization, unity, coherence, and adequate development; an introduction to expository essays; and a review of the rules and conventions of standard written English. Essay and research writing is included. This is a preparatory class for college success with reading emphasis on text analysis for structure, inferring meaning, critical thinking, and vocabulary development. Introduction to literary devices is included. HS21+ students may have the opportunity to earn HS credit based on the contextualized theme of the course. The criteria to earn a specific content credit will be clearly outlined in the syllabus and align with the HS21+ credit earning process**Motion Carried.****CPT 199 Introduction to Careers in Technology****Motion:** Tracey Ushman**. Second:** Jeff Calkins. Lindsey explained this is an introductory course to help currently incarcerated students determine whether pursuing an education in computer programming is right for them while teaching them about the tech industry and introducing basic computer programming concepts.**Motion Carried.** |
| **10. Review of existing DEGREES and/or CERTIFICATES Human Services Certificate****Motion:** Mike Mixdorf**. Second:** Dave Howard. Jim explained that this is just a name change from Human Services Certificate to Chemical Dependency Certificate. Nothing else has changed in the 45 degree certificate. This name change is being made to align better with what is actually covered in the courses work. It is hoped that this change will reduce the amount of documentation students will have to make to the Washington State Department of Health Licensing Division when they are applying for their Chemical Dependency Professional Trainee certification.**Motion carried.** |

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| **11. PHASE ONE Reviews:****Community Health BAS SON (review)** Since it has been over six months since the phase one review of this BAS proposal Char reminded the committee that the course work for this degree will be coming through the committee for approval in December and the full Phase Two proposal will come to curriculum committee in February.**NO action needed – this was an FYI only** |
| **12. PHASE TWO Reviews NONE** |
| **12. Program Course Review for Content (5 year review-for information only-no action needed)****NONE** |
| **13. Other Business**1. **FEPPS -** PSYC 202 to be offered in Winter Semester out WCCW. The course syllabus and instructor vita have been reviewed by the relevant dean and department chair. Craig said both are strong and have the approval of his department and dean.

**Motion to Endorse**: Craig Cowden. **Second:** Heather Gillanders.**Motion Carried**1. **Review of degrees and certificates –** Barb Peterson announced that the curriculum committee will not be reviewing ALL degrees and certificates. We will only fully review those when substantial changes have been made to course and or program learning outcomes.
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| **14. Announcements:** NONE |
| Important Curriculum Dates for 2016-2017 |
|  | Submit CNet Deadline | Through Curricunet | Agenda Published | Curriculum Meeting | Implementation Quarter |  |  |
| 9/19/16 | 9/23/16 | 9/26/16 | 10/3/16 | Winter 2017 |
| 10/24/16 | 10/28/16 | 10/31/16 | 11/7/16 | Spring 2017 |
| 11/17/16 | 11/22/16 | 11/28/16 | 12/5/16 | Spring 2017 |
| 1/23/17 | 1/27/17 | 1/30/17 | 2/6/17 | Fall 2017 |
| 2/17/17 | 2/24/17 | 2/27/17 | 3/6/17 | Fall 2017 |
| 3/10/17 | 3/24/17 | 3/27/17 | 4/3/17 | Fall 2017 |
| 4/17/17 | 4/12/17 | 4/24/17 | 5/1/17 | Fall 2017 |

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|  | 5/22/17 | 5/26/17 | 5/30/17 | 6/6/17 | Winter 18 |  |
| 9/18/17 | 9/21/17 | 9/25/17 | 10/2/17 | Winter 18 |  |
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