

**Curriculum Advisory Committee
Meeting minutes**

DATE: October 4, 2017 LOCATION: BMC 204 @ 3:30pm – 5:00pm			
Attendees:			
	Richard Abend, Humanities	✓	Laura Loop, Nursing
✓	Judy Cutting, Dean of Instruction - CTE	✓	Gamble Madsen, Chairperson/Creative Arts
✓	Kendall Diaz, Student Representative		Laura Patterson, CurricUNET Specialist
✓	Fred Hochstaedter, Academic Senate		Beth Penney, Basic Skills
✓	He Seon Ihn, Articulation Officer	✓	David Seagal, Business and Technology
✓	Lynn Iwamoto, Physical Sciences	✓	Rachel Whitworth, Social Sciences
✓	LaRon Johnson, Student Services	✓	Cathryn Wilkinson, Dean of Instruction – Liberal Arts
	Kiran Kamath, Vice President of Academic Affairs		Vacant, ESL
✓	Kim Kingswold, Curriculum/Catalog Technician		Vacant, Library
	Jon Knolle, Dean of Instruction – Library, Learning Resources, & Online Ed		Vacant, Life Science
✓	Paul Long, Dean of Instruction - STEM		Vacant, Physical Education

Meeting Chaired by: Gamble Madsen

Notes Submitted by: Jill Ostrie

Agenda Item		Action
Announcements	- Public Comments read by Gamble (See Agenda item III)	
Guests	Catherine Webb, Jacob Edgar, Jill Ostrie	
Approval of October 4 Agenda	Corrections noted:	Motion to approve: Rachel Seconded: Lynn

		CAC Committee Voted: Aye
Approval of September 20 minutes	Corrections noted:	Motion to approve: Fred Seconded: Lynn CAC Committee Voted: Aye Abstain: Laura L.
Consent Agenda	<p>WRLD 20: ‘Reactivation’ of course mistakenly deleted March 29, 2017 (originator also wishes to revise SLOs) - need to reactivate for Fall 17 so GE/UC TCA/articulation can be reinstated in ASSIST (Gamble will note for catalog to Jon and Kiran); Discussion of how to reactivate courses in future.</p> <p>Nonsubstantial changes (effective Fall 2018):</p> <p>ARTP 58: Add Course Advisory – ARTP 11A or ARPT 12A</p> <p>MEDA 105: Approved 5/17/17 as a Course Revision (adding ANAT and PHYS as Disciplines) – but proposal needed to be a DE Revision; existing proposal amended to reflect this requirement</p>	Motion to approve: Fred Seconded: Rachel CAC Committee Voted: Aye
Action Agenda		
MATH 16 (DE Revision)	<p>Elementary Statistics</p> <p>Added requisites</p>	<p>Motion to approve: Fred</p> <p>Seconded: Lynn</p> <p>CAC Committee Voted: Aye</p> <p>DE Motion to approve: Laura L.</p> <p>Seconded: Rachel</p> <p>CAC Committee Voted: Aye</p>

ECED 52 (DE Revision)	Practicum – Field Teaching Experience No Methods of Evaluation or Narratives for programs	Motion to approve: Lynn Seconded: Rachel CAC Committee Voted: Aye Prereq Motion to approve:: Fred Seconded: Gamble CAC Committee Voted: Aye DE Motion to approve: Lynn Seconded: Gamble CAC Committee Voted: Aye
Early Childhood Education (Revision)	Certificate of Achievement (Career Technical) Discrepancies between two ECED programs; also need Narratives; approval pending those updates	Motion to approve: Lynn Seconded: Laura L. CAC Committee Voted: Aye
Early Childhood Education (Revision)	Associate in Science (Career Technical) Same as ECED program above	Motion to approve: Lynn Seconded: Laura L. CAC Committee Voted: Aye
Discussion Agenda		
<p>– Program and course outcomes revision (ongoing refinement of processes)</p> <p>Fred Hochstaedter presented a slide show. In working on some courses to streamline process, we found that some faculty proposed eliminating multiple SLOs and replacing them with a single SLO. Discussion as to whether this is a good idea. There was also discussion of how to handle if the CAC Chair/SLO Coordinator and the faculty do not agree on the SLOs. One solution would be to ask faculty proponents to do a full CurricUNET course revision. The number of SLOs may vary depending on the focus and units the course contains. Cathryn noted that some schools are making their assessments public. Decision is to invite faculty to discuss at CAC meeting when there is not agreement, and if they will not discuss, we will tell them they need to do a course revision.</p>		

Next meeting: October 11, 2017
Location: BMC 204