

**Curriculum Advisory Committee
Meeting minutes**

DATE: November 8, 2017 LOCATION: BMC 204 @ 3:30pm – 5:00pm

Attendees:

N	Richard Abend, Humanities	Y	Laura Loop, Nursing
N	Judy Cutting, Dean of Instruction - CTE	Y	Gamble Madsen, Chairperson/Creative Arts
N	Kendall Diaz, Student Representative	N	Laura Patterson, CurricUNET Specialist
Y	Fred Hochstaedter, Academic Senate	Y	Beth Penney, Basic Skills
Y	He Seon Ihn, Articulation Officer	Y	David Seagal, Business and Technology
Y	Lynn Iwamoto, Physical Sciences	Y	Rachel Whitworth, Social Sciences
N	LaRon Johnson, Student Services	N	Cathryn Wilkinson, Dean of Instruction – Liberal Arts
N	Kiran Kamath, Vice President of Academic Affairs		Vacant, ESL
Y	Kim Kingswold, Curriculum/Catalog Technician		Vacant, Library
Y	Jon Knolle, Dean of Instruction – Library, Learning Resources, & Online Ed		Vacant, Life Science
Y	Paul Long, Interim Dean of Instruction		Vacant, Physical Education
N	Vincent van Joolen - STEM		

Meeting Chaired by: Gamble Madsen

Notes Submitted by: Jon Knolle

Agenda Item		Action
Announcements	None	
Guests	Jon Mikkelsen, Bruce Barrie	
Approval of November 8, 2017 Agenda	<p>Corrections noted:</p> <p>Beth noted that ENGL 301 and 301L would be coming through the process for deletion in addition to ENGL 321 and 321L - they are a group.</p>	<p>Motion to approve: Fred</p> <p>Seconded: Rachel</p> <p>CAC Committee Voted: All</p> <p>Abstain:</p>
Approval of	Corrections noted:	Motion to approve:

November 1, 2017 minutes	TABLED - Due to Laura Patterson's absence.	Seconded: CAC Committee Voted: Abstain:
Consent Agenda	Rachel will go back into CurricUNET for PSYC 10 to make the non-substantial changes. Gamble will go into CurricUNET for SPAN 15-B to make the non-substantial changes.	Motion to approve: Fred Seconded: Lynn CAC Committee Voted: All in favor
Action Agenda		
N/A - No action items this meeting		
Discussion Agenda		
<p>Visiting Business Department Faculty: Jon Mikkelsen and Bruce Barrie</p> <p>Bruce Barrie provided an overview of proposals in CurricUNET that he has created and that have been in the pipeline for a while. Bruce presented the rationale for the course BUSI 46, Entrepreneurial Mindset, which was launched in 4/21/17 as a new course proposal. This course has made it through Tech Review and is now at the Dean of Instructional Planning level for approval.</p> <p>Bruce presented the rationale for BUSI 68, Entrepreneurial Start-up Ventures, as a capstone class that “cuts across all of our CTE programs” and provides a lecture/lab class where students can explore entrepreneurship in any discipline. This course has made it through Tech Review and is now at the Dean of Instructional Planning level. Bruce hopes that both courses can make it into the Fall 2018 catalog for approval.</p> <p>Jon Mikkelsen offered to provide clarification or answer questions regarding the proposed changes to the Business course SLOs. The group engaged in conversation about the appropriateness of combining multiple SLOs into a single SLO for a course. Jon M offered alternate approaches to analyzing student performance based on the single SLO using grade trends and other student performance data that was informed by conversations with Rosaleen Ryan in the Office of Institutional Research. The group discussed the concern of the possibility of using grades in place of assessing SLOs. Jon clarified that this was not the intent but instead to streamline the process and make more consistent so that it can be better managed by the many adjuncts in the BUSI program.</p>		
<p>Next meeting: November 15, 2017 Location: BMC 204</p>		