

Curriculum Committee
January 5, 2023
Minutes

Present: Hideki Takei, Paul Ballard, Sayantani Mukherjee, Clem Ehoff, Jeff Dippmann, Jason Dormady, Tim Sorey, Benjamin White, Lizzie Brown, Trista Drake-Jones, Ediz Kaykayoglu, Mike Harrod, Kurt Kirstein, Mike Gimlin, Kathryn Martell, and Yoshiko Takahashi

Absent: Cosette Bilskit, Mark Meister, Coco Wu

Guest(s): Susan Merrill

Meeting was convened at 3:10 p.m.

Jeff added the suggested changes to the Curriculum deadlines after the Review Log on the agenda.

Ben moved to approve the changes to the agenda. Paul seconded and motion carried.

Paul moved to approve the December 1, 2022 minutes. Sayantani seconded and motion carried.

Chairs report – A student has been appointed to the committee, Cosette Bilskit. Hopefully she will be joining soon. Susan Merrill will be taking over for Trista sometime this year. Jeff received Ian Quitadamo's report on the outcome revision document on outcomes. Jeff will get this put in TEAMS this week and will talk about this at the next meeting. The committee is scheduled to meet every week this quarter. Will let committee know if the meeting is canceled if there isn't work to do. Jeff received an email from the General Education chair to look at the forms for both GE and Curriculum forms to see if can help with faculty confusion. They will be meeting sometime this quarter.

Review log

Course changes

#25 AVP 319 Applied Aerodynamics - Course description was at 72 words and misspelling on "performance".

#57 EDSE 302 Inclusive Practices in the General Education Classroom - Course description is over 40 words.

#73 MET 489A Senior Project I - Course description has 58 words.

#81 YESS 101 YESS Social Science Community Engagement - 42 word course description.

#12 AVM 338 Aviation Finance – Typo in the assessment associated with the third learner outcome. Currently reads "chose an existing aviation..." missing a punctuation.

#36 AVP 421 Aircraft Systems – Turbojet – The third and fourth outcomes do not have any assessments.

#76 PFP 310 Introduction to Financial Planning – Typos in learner outcomes. Third learner outcome third word there is an extra “q”. Fifth learner outcome missing the “l” on financial. 8th learner outcome has an extra “a” that could be removed or change the word “needs” to singular. Need to check with the department on what they would like.

#19 AVP 211 Meteorology for Pilots - Assessment #1 lists "in class" twice right next to each other. One should be removed.

#27 AVP 331 National Airspace System – Learner outcome #1 "Create a timeline of major events there were important", should be "that were"?

#35 AVP 418 Threat and Error Management in Aviation – Learner outcome #4 remove "; " unicode from outcome text.

#83 in assessment #3 change "artefacts" to "artifacts"

#44 CDFS 492 Child Development and Family Science Practicum - says “All students”. This is okay, it will be removed before going into catalog.

#74 MET 489B Senior Project II - Outcomes were reviewed in 2017. Some of the outcomes do not have specific verbs. Some of these may be required by their outside accreditation.

#10 AVM 270 Aviation Data Analysis – Recommended some changes to the outcomes.

#16 AVP 201 Instrument Flight Laboratory Stage I – Learner outcomes two columns. Looks like assessments are activities.

#40 AVP 469 – Low level outcomes for a 400. Course should have higher level outcomes.

#74 MET 489B – They all have the same course description for MET 489A/B/C, but they all do different things. Should these be separated out.

#82 YESS 102 – Removed YESS from course title, but still part of the short title. Is this a mistake? Need to check with department on this.

#15 AVP 103 – Only two outcomes are listed and seem fairly low level. The first learner outcome states, "Using all available resources, plan and execute cross country flights in the National Airspace System." Could/should this start with the verb, stating "Plan and execute cross country flights in the National Airspace System," instead? Kurt will speak with chair on this.

#24 AVP 306 – Only two outcomes are listed and seem fairly low level. Kurt will speak with chair on this.

#33 AVP 402 – last learner outcome doesn’t start with a verb. “Cumulative and final assessments.” Is probably an assessment, but there isn’t a learner outcome. Kurt will take of this. Mike Gimlin indicated this may be a mark-up issue with how this looks.

Course changes were approved for campus review.

New Courses

#4 (AGB330). Assessment is "Applied assignments." "Applied assignments" is not a clear description.

#67 LAJ 329 outcome 1 says "Explain how the criminal justice system responses to possession, use, and" should be "responds to"? Outcome through says "Synthesis academic literature related" should be "Synthesize" in verb form. Trista will change these words as it doesn't change their meaning.

New courses were approved to go out for campus review.

Program Changes

#60 Entrepreneurship Major, BS – Narrative doesn't include any program level outcomes. Mike G indicated that CB are going to put their program outcomes in their catalog copy and utilize links within their proposal. Jeff indicated it may be better to hold this proposal at FSCC step until the narrative proposal comes through with the outcomes. This will still go out on this log but will wait for approval until the narrative change comes through with the program outcomes.

#49 Craft Brewing, BS – Laundry list of instructors in their catalog narrative. Does this need to be there or should it be listed on a web page. Kurt suggested there be some guidelines set up on this as this happens within a number of programs. Names within department should be listed in department catalog narrative and not within specific degree programs. The information seems to be correct so will let this go through and work on policy for the future.

Make a note in the minutes about majors in CB needing to be held for approval at the next meeting until the program outcomes are approved.

New programs

#5 Art5 History, BA – they have put in a recommendation under program requirements. This should go at the end of the program narrative. Mike G indicated this is what will happen. Need to get department okay on this.

New programs were approved to go out to campus.

New prefix proposal

New prefix proposal was approved to go out for campus review.

Course deadlines changes from Executive Committee

The changes presented by the Executive Committee were approved by the committee. This will be sent back to be an informational item at the next Senate meeting.

Meeting was adjourned at 4:39 p.m.