

**Curriculum Committee
Minutes
March 16, 2017**

Present: Jan Byers-Kirsch, Teri Walker, Toni Sipic, Coco Wu, Michael Groeger, Maria Sanders, Jon Fassett, Bruce Palmquist, Ginny Blackson, Linda Hoff, Kathy Whitcomb, Mike Harrod and Rose Spodobalski-Brower

Absent: Jeff Stinson, Ethan Bergman, Michele Reilly and Lene Pedersen

Guest(s): None

Meeting was called to order at 3:13 p.m.

Maria moved to approve the agenda. Michael seconded and agenda was approved as presented.

Toni moved to approve the March 2, 2017 minutes. Bruce seconded and the minutes were approved.

Approval Log - March 2

Bruce moved to approve 1-2, 6-12, 13-19, 21-22, 24-26, 48-50. Coco seconded and motion was approved.

Ginny moved to approve ECON 406. Coco seconded and course was approved.

Review log

New programs -

#1 BS Personal Financial Planning - No learner outcomes and needs a hyphen in narrative. Linda will make change.

#2 BA Women's, Gender, and Sexuality Studies - WGSS has 4 courses on this log. HED 448 should be PUBH 448.

Ginny moved #1 (pending receipt of program learner outcomes) and #2 to the review log. Bruce seconded and motion was approved.

Program Changes

Maria moved #4 and 6-10 to review log. Coco seconded and motion was approved.

#3 BS Apparel, Textiles and Merchandising - ATM 492 is on new course list.

#5 BS Mechanical Engineering Technology - EET 221 lab is on log, MET 351 lab is on log, 489a-c, MET 426 lab(not at FSCC level yet). Proposal will be held until MET 426 lab is approved.

#11 Supply Chain Management Certificate – They changed credits from 35 to 25, but did not indicate it was a credit change. Didn't see where they notified departments of removed courses in Econ and Math. Proposal will be held until the committee receives indication that Economics and Math have been notified.

#12 BS Technology Education - No changes and program is okay.

#13 BS Technology Education Broad Area - Needs to have teacher education approval. Proposal will be held until get approval from Education.

Michael moved #12 to review log. Toni seconded and motion was approved.

New courses

#14 ATM 492 assessments that are activities. Doesn't say how the outcomes will be assessed, just what the student is required to do. Course cannot be equivalent to ATM 490. Rose will deal with this. (Would require them to do a program change).

Michael suggested there may be an issue with departments offering internships being a risk management problem. Need to talk with Career Services.

#15 EET 221 – Proposal is okay with co-requisite

#16 EMS 247 – Proposal is okay.

#17 JAPN 311 – Proposal says 5 credit course and course is repeatable to 5 credits. Rose will fix repeatable credits issue. Low level outcomes and assessments are a combination of activities and assessments. The description is too long.

#18 MET 351lab - Need to have complete sentences in the description. All assessments are the same copy and pasted activity. Permission from Chemistry is not included. MET 351 already has those, so do not need chemistry permission.

#19 MET 387 - Description does not match course. Concern that description says applies university basic skills. Outcomes are not achievable. All assessments are activities.

Ginny moved #14 (pending improved assessments) #15-16, #17 (pending learner outcome assessment revision) and #20. Jan seconded and motion was approved.

Special Topics

#21 Art 398 - Jan moved to approve. Michael seconded and motion was approved.

Course Changes

#22 ACCT 303 - Assessments are written as activities and there are 15 outcomes. This is okay

#24 ANTH 416 - Needs to be held for PRIM 516 which is not in the system yet.

#26 CS 361 Outcomes are not measurable. Department needs to fix outcome #4

#27 CS 362 Outcomes are not measurable. Proposal is okay

#28 CS 380 - Outcomes are not measurable.

#31 FIN 470 - Proposal is okay.

#32 FIN 475 - Proposal is okay.

#33 GEOG 483 - Hold for GEOG 583 which is at Graduate Council. Linda indicated this proposal may be caught in custom route loop. Rose will look into this issue.

#34 IEM 302 - Outcomes and assessments and long. Proposal is okay.

#35 - 53 MET courses - Descriptions are too long. Questions on pre- and co-requisites. Same information is attached to all the courses. Statement on hours is added to everything even if they don't apply. Need to look at learner outcomes and assessments and update.

#40 MET 345 – Proposal indicates it is a description change, but also looks like a title change. There are typos that need to be corrected.

#35 MET 255 - Industry standard column and not curriculum form for assessments and outcomes. Department needs to provide curriculum committee outcomes and assessment form.

#36 MET 314Lab – Proposal is listed as lab, but is defined as lecturer and lab. Course description rather than learner outcome.

#45 MET 418Lab - One of the outcomes is a project from another course.

#51-53 descriptions are too long. All three courses have the same learner outcomes. Teri will work with the department on all of the MET courses.

Ginny moved #22, #23, 25, #28 (pending changes), #29-32, #34, 54-62. Coco seconded and motion was approved.

Spring quarter - The amount of curriculum proposals looks heavy during spring quarter. Additional dates have been put the calendar and will only use them if needed.

2017-2018 meeting dates were discussed. Additional dates have been added to fall quarter in anticipation of General Education proposal. There was discussion about stipends for the Curriculum committee next year due to the increased meeting schedule. Teri will put something and send to the committee for review.

Ginny moved to send back the MET courses to the department. Coco seconded and motion failed.

Curriculog issues – Rose reported that they are adding the PEP to all teacher ed programs to conform with policy. Rose indicted she brought up a number of the issues with Curriculog at their recent conference. They are working on adding credits to the proposals. She asked them to see if the Learner outcomes and assessment can be made bigger or be a pop out. They indicated they will look into being able to custom route multiple times. There was discussion about who should be able to develop curriculum.

Meeting was adjourned at 5:03 p.m.