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# MEETING MINUTES MAR. 8, 2019

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SIER 103, 9-11 a.m.

**Meeting called to order:** 9 a.m.

**In attendance:** Eric Adjei, Amber Anaya, Grecia Anaya-Arevalo, Elena Atanasiu, Julia Bledsoe, Dan Bouweraerts, Natalie Brown, Lisa Buehler, Melissa Deadmond, Hieu Do, Natalie Fisher, Bob Fletcher, Jennifer Garzon, Tanja Hayes, Courtney Hytinen, Virginia Irintcheva (Chair), Leslie Jia, Katie Kolbet, Sione Lavaka, Molly Maynard, Jeffrey Metcalf, Staci Miller, Haley Orthel-Clark, Perla Petry, Jennifer Pierce, Melanie Purdy, Randy Walden

**Absent:** Tara Connolly (Proxy: Courtney Hytinen), Martha Johnson-Olin (Proxy: Molly Maynard), Perry Mitchell (Proxy: Katie Kolbet)

**Guests:** none

Approval of the meeting minutes from February 2019

Motion: Dan Bouweraerts                      2nd: Melanie Purdy

**Consent items:**

Motion: Lisa Buehler                              2nd: Haley Orthel-Clark

**Course Deactivations:** Passed as Consent

- ENG 199: Literary Journal
- ENG 200: Novels Into Film
- GEOL 105: Introduction to Geology of National Parks
- READ 93: Reading Improvement

**Course Revisions:** Passed as Consent

- AC 111: Heat Pumps
- AC 210: Boiler Operation and Maintenance
- AUTO 112: Automotive Electricity II
- AUTO 227: Engine Performance II
- AUTO 235: Engine Performance III
- ENG113: Composition I for International Students

**New Courses:** Passed as Consent

Chair Virginia Irintcheva noted that PEX193 Intercollegiate Soccer was approved before the meeting due to timing issues and the course had more than 50% approval along with the Vice President of Academic Affairs approval.

Motion: Lisa Buehler                              2nd: Tanja Hayes

- PEX 193: Intercollegiate Soccer

- PEX 124: Intercollegiate Soccer

### **Program Deactivations**

- Renewable Energy and Resources, AS

### **Program Change Requests**

- Fine Arts, AA, Dance Emphasis

### **New Program Request**

- Paramedic, Certificate of Achievement

### **Non-consent items:**

#### **Program Change Requests: Passed as Non-Consent**

- Education, AS, Secondary Education

### **Other Business**

1. Program requirements for a minimum grade of C or higher. Chair Irintcheva mentioned Lori McDonald asked if the committee should review and approve this requirement. Julia Bledsoe showed the committee where she will list the requirements. It was also noted the committee does not dictate what a "C" is - the instructor / program do.  
  
Virginia asked if we want this to come back through the committee once the requirements are solidified. Dan Bouweraerts asked what mechanism is in place to prevent students from enrolling in a class they do not qualify for. Jeffrey said the prerequisites will prevent a student who did not make an acceptable grade. Jeffrey said he could create a report. Virginia asked the committee how they want this submitted. Haley noted it is the program's purview. It was also noted by another committee member that accreditation bodies dictate many of the requirements. Julia said to refer anyone to her if there are special admission requirements.
2. Social Science GE Concerns were discussed. A committee member suggested the committee wait until GE has made their possible changes. At this time the changes are unknown. Julia suggested a separate workflow for GE specific courses and possibly a collaboration with the ASA committee. She will show the new suggested workflow at the next meeting.
3. Bloom's Verbs: The list from ACUE was discussed. Lisa Buhler suggested removing the word grasp. Virginia suggested to create a team to create a comprehensive list that could be linked in CIM. Please send any edits to Virginia. A committee member suggested also including a document that shows the measures. She will send to Virginia.
4. Gen Ed Form will be added to the CRC website once updated. For now we will continue to operate with the existing form. The chair will look for an appropriate way to make GE information available to submitters.
5. Course Objectives vs. Learning Outcomes: The committee had a hearty discussion. Lisa Buehler noted for courses such as MAT 120 one area cannot be dropped easily and there are alignment issues with the Quality Matters program. Whatever is listed has to be measurable in QM. Virginia asked if course objectives are removed do we want the Student Learning Outcomes to be more comprehensive. Melanie Purdy suggested to call it something more descriptive. Lisa Buehler said we should be able to build QM off of objectives easily; however, we currently

cannot. Virginia asked what is involved in removing the objectives. Julia said it could be easily accomplished. She suggested to leave them up so instructors could merge objectives into outcomes and she can lock down the field for new proposals. Virginia suggested renaming the course objectives. Melanie suggested collaborating with Lisa Buehler on a new name. It was also suggested to name the area as objective/outcome and hold a professional development class during welcome back days. Other ideas were to: remove the objectives and at the next review ask instructors to move course objectives to learning outcomes. It was suggested for QM certification to have the instructor enter both objectives and outcomes.

After a lengthy discussion, a motion was made to retain the current format for Course submission with both Course Objectives and SLOs.

Motion: Melanie Purdy

2nd: Haley Orthel-Clark

Meeting Adjourned at 10:37 a.m.