

Course & Curriculum Committee Meeting Minutes

March 14, 2025 at 10:00 am

TTC 4370/4380

Present: J. Brady, V. Bustillos, K. Naatjes, S. Myers, M. Raines, W. deDie, A. Marsh-Peek, C. Pruis, B. Reynolds, H. Parmelee, J. Ott, P. Grohs, A. Nord, J. Abbott, S. Postula

Absent: P. Eagan K. Lavender, A. Quinoes, D. Coblentz, M. Dunneback, G. Fredericks, B. Lindberg, D. Martin, T. Sypris, N. Bergan, S. Hubbell,

Guest: V. Owens, S. Hughes-Winfrey, L. Prister, T. Keena

1. Call to Order – 10:03AM
2. Approval of Meeting Minutes from February 14, 2025 – approved with corrections.
3. Business Matters – Removed Level 3: First readings
 - a. Level 1: Informational Items
 - i. Course Description
 - WELD 202 Course Description to include details previously omitted adding cold rolled steel. Correction to remove hyphen from stainless steel.
 - b. Level 2: Approvals
 - i. Course Learning Outcomes
 - Applied Arts & Media Technologies **MOTION** to approve, **SECONDED** and **CARRIED** without further comment.
 - a. Expanded on Communication and Expression ILO and identify Critical Thinking and Problem Solving ILO
 - Art – **MOTION** to table for future meeting, **SECONDED** and **CARRIED**
 - a. Table ART 273
 - Automotive Technology - **MOTION** to approve, **SECONDED** and **CARRIED** without further comment.
 - a. Added Communication and Expression ILO to AUTO 121, AUTO 134, AUTO 135, AUTO 138, AUTO 139, AUTO 151, AUTO 153, AUTO 163 and AUTO 270.
 - Biology - **MOTION** to approve, **SECONDED** and **CARRIED** without further comment.
 - a. Varying verbs to ensure higher level of thinking for BIO 101
 - Business - **MOTION** to approve, **SECONDED** and **CARRIED** without further comment. Clean up the wording for existing ILO to ensure standardization
 - Computer Information Systems - **MOTION** to table CIS 170 for future meeting, **SECONDED** and **CARRIED**
 - a. Language changes
 - b. Table CIS 170 for clarification on ILOs and Possible Course Name Change
 - Culinary - **MOTION** to approve, **SECONDED** and **CARRIED** without further comment.

- a. Adding “and present” to existing ILO to fit within Communication and Expression ILO
 - Engineering Design Manufacturing Technology - **MOTION** to approve, **SECONDED** and **CARRIED** without further comment.
 - a. Identifying an ILO to fit under both categories.
 - Electrical Technology – **MOTION** to approve with revisions, **SECONDED** and **CARRIED** without further comment.
 - a. Missing Communication and Expression
 - i. Revising ELT 120 to correct the ILO categorization
 - Emergency Medical Technology - **MOTION** to approve, **SECONDED** and **CARRIED** without further comment.
 - a. Missed Communication and Expression
 - English - **MOTION** to approve, **SECONDED** and **CARRIED** without further comment.
 - a. Reviewed entire department to better fit the identified ILOs (Communication and Expression & Critical Thinking and Problem Solving) in shared outcomes.
 - Fire Science - **MOTION** to approve, **SECONDED** and **CARRIED** without further comment.
 - a. Added more outcomes to both ILO for assessment and develop a more robust syllabus.
 - Medical Assistant Technology - **MOTION** to approve, **SECONDED** and **CARRIED** without further comment.
 - a. Add Communication and Expression ILO
 - Mathematics - **MOTION** to table MATH 106 for future meeting, **SECONDED** and **CARRIED** without further comment.
4. Other
- a. K. Naatjes: For GSP be sure to go in and sign syllabus
5. Next Meeting: Friday, April 11, 2025 at 1:00 pm in TTC 4370/4380
6. Adjournment 10:58AM