COLORADO MESA
U N I V E R S I T Y

WCCC Curriculum Committee
Meeting Minutes
September 14, 2021
WCCC BB 151

Members Present: Wayne Smith, Joseph Quesenberry, Jason Roberson, Karrie Stanfill, Elizabeth Henry, Denise McKenney

Members Absent: Carolyn Ferreira-Lillo, Gunny White

Ex-officio members present: Maggie Bodyfelt, Morgan Bridge, Janel Davis, Tracie Seurer, Carrie Moore, Christi Hein, Brigitte Sundermann

Recording Secretary: Aaron Osborne

Chair Smith called the meeting to order at 3:31.

I.   **Announcements**
        A. New members were welcomed and everyone introduced themselves to the group.

II.   **Ex-Officio Reports**
        A. Assistant Vice President of Academic Affairs for Assessment and Accreditation
            AVPAA Bridge thanked all for their important work on Curriculum Committee. This work is integral to providing quality programs. She iterated how CourseLeaf is an integrated software product with curriculum the first step. If curriculum is done correctly, the information feeds into scheduling and catalog much better. Since curriculum is the first step in the software process, due dates impact not only CIM but also scheduling and catalog.

        B. Registrar's Office
            Associate Registrar Bodyfelt discussed the curriculum process and the needed steps that are completed by the Registrar's Office after WCCC CC and Faculty Senate approve proposals.

        C. Financial Aid
            AVPAA Bridge discussed the importance in the accuracy of all things curriculum since more and more curriculum information is being requested by DOE, HLC and CDHE.

        D. Library
            Librarian Seurer asked that she be provided information as soon as new courses/programs are in development. She also stated she was beginning to make library purchases specific to WCCC, so let her know of any library resource needs. She stated she was happy to provide any needed classroom instruction. She also discussed her desire to explore way to make library resources more accessible to WCCC students.

        E. Catalog Description Reviewer
            No updates.

III. **Curriculum Proposals**
   No proposals were entertained.

IV. **Old Business**
   A. The revised Technical Certificate SLOs were presented and discussed. After discussion, Jason Roberson motioned and Wayne Smith seconded the SLOs as presented be approved as stated below. Motion carried.

Proposed technical certificate Student Learning Outcomes
The CMU/WCCC technical certificate graduate will be able to:

- Locate, gather and organize evidence on an assigned topic addressing a course or discipline-related question or a question of practice in a work or community setting (specialized knowledge/applied learning);
- Make and defend claims in a well-organized, professional document and/or oral presentation that is appropriate for a specific audience (communication fluency); and
- Identify and gather the information/data relevant to the essential question, issue and/or problem and develop informed conclusions (critical thinking);

These three SLO's are proposed because they address the skills that employers most commonly seek in entry-level workers in technical fields: specialized knowledge, communication fluency, and critical thinking.

V. **Information Items**
   A. Important Dates and Deadlines for this year were discussed. In order to appear on spring registration for fall courses, all proposals must be through curriculum by the December WCCC CC meeting. The cutoff for CIM for this academic year is Feb 4, 2022.

   B. Course proposals must have any needed program proposals submitted at the same time.

   C. The approval process was discussed as well as the time needed for a proposal to gain all needed approvals.

   D. Chair Smith gave an overview of the website and CIM.

   E. Curriculum office hours/training are available on October 12, November 9 and November 30 from 12:30 to 2:00 in DH 203. AVPAA Bridge volunteered to come to WCCC, if there are faculty who would like assistance with upcoming proposals. Special Projects Coordinator Osborne discussed the location of available electronic resources and the new resources that will be coming soon.

   F. VP Sundermann discussed the proposed AAS in Applied Technology. This degree allows a student with a technical certificate the opportunity to roll that technical certificate into the AAS in Applied Technology. The Colorado Community College System supports the degree and there are several community colleges in the state that offer the degree. This degree will allow WCCC to better serve its student populations.

G. An email vote was requested for the AAS in Applied Technology in order to facilitate getting the proposal to the BOT in the October meeting. WCCC CC agreed to an email vote for this proposal to be conducted sometime in the next two weeks.

Adjournment:
Jason Roberson motioned and Joe Quesenberry seconded to end the meeting. With no objections from the committee, Chair Smith adjourned the meeting at 4:45pm.

Respectfully submitted by Aaron Osborne