

Curriculum Committee

October 31st, 2017

The following proposed college-wide communication documents were unanimously approved by the Curriculum Committee on October 31st, 2017:

- **Proposed Campus-wide CC Communication (e.g. Operations Email)**
- **New Curriculum/Course Proposal Review Process**
- **New Curriculum/Course Proposal Process Checklist**
- **New Curriculum/Course Proposal Flowchart**

The following proposed Curriculum Committee Charter was unanimously approved by the Curriculum Committee on October 31st, 2017: **Charter for the Curriculum Committee (CC), Standing Committee of the Academic Senate**

The following proposed curriculum proposals (**Digital Evidence Specialist AAS & CC, Manufacturing Engineering Technology – Machining AAS, CA, & CC**) were unanimously approved by the Curriculum Committee on October 31st, 2017:

Additional information regarding the Digital Evidence Specialist AAS and CC New Curriculum Proposals: Ed Thomas attended the Curriculum Committee via video call on October 31st and explained that this curriculum is a collaboration between Criminal Justice and Computer Information Technology. This curriculum is designed for the student seeking a career in Law Enforcement with the understanding that technology is the wave of the future. Today's information technology society has opened the door for a new era and level of criminal. The Digital Evidence Specialist degree will separate our students from other Criminal Justice majors in our State and Country. The proposed Digital Evidence Specialist CC nests within the proposed Digital Evidence Specialist AAS.

Additional information regarding the Manufacturing Engineering Technology – Machining AAS, CA, and CC New Curriculum Proposals: Sean Quinn attended the Curriculum Committee on October 31st and explained that the Manufacturing Engineering Technology (MET) AAS, CA & CC currently have two distinct degree paths in Precision Machining and Automated Design. The purpose of these proposed Manufacturing Engineering Technology – Machining AAS, CA, and CC curricula is to separate out the Machining portion of the MET guides into its own degree path. This change is needed to eliminate confusion the current MET guides generate and give students a more recognizable career path. Graduates of the proposed Manufacturing Engineering Technology – Machining AAS, CA, and CC program will be well-rounded technicians with the ability to manufacture products in a variety of industries. The proposed Manufacturing Engineering Technology – Machining CA and CC nest within the AAS degree.

The following proposed new course proposals (**CJUS 207, METS 110, METS 125, METS 145, METS 160, METS 210, METS 250, CITS 230***) were unanimously approved by the Curriculum Committee on October 31st, 2017:

Additional information regarding the CJUS 207 New Course Proposal: Ed Thomas attended the Curriculum Committee via video call on October 31st and explained that CJUS 207 is needed to support the new Associate in Applied Science Degree we are proposing in Digital Evidence Specialist. With the growth in information technology, our advisory committee has indicated that there is a need for law enforcement professionals to be able to understand and keep up-to-date on all aspects of information technology today including how the use of lap tops, tablets and cell phones are being used to conduct unlawful activity.

Additional information regarding the METS course revisions: Sid Mosley attended the Curriculum Committee on October 31st and explained that several of the METS courses needed to be revised. The program needed to match the syllabi to what is actually being done in the classroom:

METS 110 and METS 125 Revised Course Proposals: With the opening of the Center for Manufacturing Excellence, we are re-formatting our outcomes and grading. The outcomes are not really changing, just reformatted to more easily fit into modules.

METS 145 and METS 160 Revised Course Proposals: After running these classes for a year, we need to just tweak the outcomes and grading based on the labs we are able to perform in our new laboratory space. In METS 160, the outcome wording was changed, as there are more advanced outcomes than what was previously listed.

METS 210 Revised Course Proposal: With the opening of the Center for Manufacturing Excellence, we are re-formatting our outcomes and grading. The outcomes are not really changing, just reformatted to more easily fit into modules. We are also updating the course description so that it is more descriptive about the contents of the course.

METS 250 Revised Course Proposal: This course is being reduced in credits and contact hours because in some of the original lab projects planned cannot be done because we were unable to purchase the equipment necessary for students to perform these labs. We will still be lecturing on those topics and doing lab demonstrations but will be unable to do all the student lab work so we are reducing the lab hours of the class. The class has not run yet in the original 4 credit, 96 hour format. We are also reformatting the outcomes and grading to more easily fit into modules and be consistent program-wide.

Additional information regarding the CITS 230 New Course Proposal: Brian Nelson attended the Curriculum Committee on October 31st and shared that the need for CITS 230 course was determined by our BILT. This group of employers through a KSA analysis determined that computer support personnel needed knowledge of computer virtualization as it is becoming prevalent in the industry. The members of this group are from the local market.

*The Curriculum Committee had the following concern regarding CITS 230: On page 2 of the course proposal form, the CIP Code needs to be added. On page 6 of the course proposal form, the percentages are exact (i.e. – 33.3%). It was suggested that the percentages be revised to a range of 20 – 40 %. Therefore CITS 230 was unanimously approved by the Curriculum Committee with the amendment outlined above regarding the percentages as a range.

Submitted by Kari Richards, Ph.D.
Curriculum Committee Chair