

From: Tammy Salman
To: Howard, Christina
Date: 10/13/2016 2:29 PM
Subject: Re: Friday, 10/14, Learning Council

Hi Christina,

I think I mentioned previously that I will not be attending the Learning Council meeting this week. I'm part of the Aspiring Leaders program, and we have our program-launch retreat. I do have some updates to share, if you feel comfortable relaying them.

COPPS: For the [Degree Requirements Changes](https://www.lanecc.edu/copps/documents/degree-requirements-changes)

(<https://www.lanecc.edu/copps/documents/degree-requirements-changes>) policy in COPPS, Helen Faith and Siv Serene Barnum are involved in contemplating updates. Siv has reviewed the linked policy and indicates that is not accurate as currently described. This procedure involves both Curriculum and Registrar functions. They would like to have it updated ASAP. I don't know what the review plan is, but Helen and Siv will be the best contacts to ensure that it reflects current practices.

Additionally, the curriculum committee is working on reviewing procedures and related documents in COPPS and on its website, with the goal of consolidating documentation and revising it to ensure currency. A subcommittee of members (Phil Moore, Tammy, Melanie, Craig Taylor) has drafted a "charter" (which might really be a procedure) that better aligns with the work of the committee. Melanie Brown, Curriculum Specialist, and I are also reviewing the curriculum website and may revise some of the content this year.

Curriculum: I mentioned last academic year that the curriculum committee was moving toward online curriculum forms. This work has evolved and may take longer than anticipated due to the following reasons:

- As we explored options with IT, it became apparent that we need a more robust system ideally tied into Banner to allow easy interaction with curriculum information. IT is testing a Banner product called Work Flow that may meet our needs. This will take a while though, since it is a complex tool.
- In addition, my work with the A-Team to develop a tool that will capture outcomes mapping and other assessment information has led us to the same Work Flow system. If we can connect curriculum work and assessment work using a tool that functions within our current Banner system, that would promote efficiencies and (hopefully) allow for better visibility of curricular information.
- I am also having conversations with IT and Banner folks about how to get course outcomes to be more user-friendly and how we might add CLOs and potentially program information to Banner in the future. Hopefully some of this, if not all, is possible.

Best,
Tammy

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IRAP: <https://www.lanecc.edu/research>
Assessment: <https://www.lanecc.edu/assessment>
Curriculum help: <https://www.lanecc.edu/currsched>

>>> Christina Howard 10/12/2016 10:25 AM >>>
Good morning,
Attached is an agenda, prior minutes, and the 2015-16 activity report
See you soon!
Christina

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