

# CURRICULUM COMMITTEE MEETING REPORT

2003-2004 Membership

Mark Bergeson, Fine Arts and Social Sciences  
Steve Byman, Industrial Technology  
Pat Boerner, Student Support Services  
Rita Fontaine, Language and Literature  
Dawn Draus, Mathematics  
Brendan Glaser, Dean for Workforce and Continuing Education  
Geary Greenleaf, Dean for Instructional Programs  
Ann Kaneko, Dean for Instructional Programs  
Helen Kuebel, Health, Human Services, and Physical Education  
Therese Montoya, Advising and Testing  
Tryna Norberg, Education and Public Service  
Charlotte Persons, College Prep  
Joel Schaaf, Natural Sciences  
Betty Vickrey, Business  
Student Representative

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To: Committee Members  
From: Geary Greenleaf, Chair  
Subject: May 12, 2004 Meeting  
Date: May 17, 2004

Copies to:  
Julie Dasso  
Marleen Musso  
LCC Library

Karla Rivers  
Laurel Williamson  
Darcy Smith

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The Curriculum Committee met Wednesday, May 12 at 3 p.m. in LIB 103.

**Members Present:** Mark Bergeson, Steve Byman, Carol McNair for Pat Boerner, Dawn Draus, Geary Greenleaf, Helen Kuebel, Therese Montoya, Charlotte Persons, Joel Schaaf, Betty Vickrey, and student representative Debbie Knight

**Also Attended:** David Benson, Harry Blair, Ken Ecklund, Rosemary Powelson, Jim Stanley, and recorders Kristy Enser and Julie Johnson

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Geary Greenleaf called the meeting to order at 3:05 p.m.

David Benson presented a proposal to add a new 5 credit, 55 - lecture class, HIST 107 – History of Western Civilization 1500 – 1850. This course will supplement the history curriculum and be placed on the Social Science distribution list.

*Steve Byman moved to approve; Mark Bergeson seconded. Motion passed.  
Effective Spring 2004*

Ann Kaneko, representing Kathy Demarest, presented a proposal to revise INDV 065 - Reading and Writing Basics, by updating the course description.

*Betty Vickrey moved to approve; Steve Byman seconded. Motion passed.  
Effective Spring 2004.*

Betty Vickrey, representing Linda Cullom, presented a proposal to change BTEC 169 – Introduction to Basic CPT Coding, from a 4 – credit (33 lecture/22 lab) class, to a 3 – credit (33 lecture) class to align with the way the course is being taught. Discussion followed with a proposal to remove the word “lab”

from the Enabling Objectives and Assessment and adding the word “coding” before assignments under Assessment.

*Steve Byman moved to approve; Charlotte Persons seconded. Motion passed.  
Effective Summer 2004.*

Ann Kaneko, representing Ann Williamson and Tryna Norberg, presented a proposal to add SPCH 110 – Introduction to Public Speaking, to the list of courses that meet the communications requirement for AAS degrees.

*Steve Byman moved to approve; Ann Kaneko seconded. Motion passed.  
Effective Fall 2004.*

Joel Schaaf presented a proposal to delete ENGR 235/235C – Engineering Design; it conflicts with a WSUV Institute number and has been offered in the past but been cancelled.

*Betty Vickrey moved to approve; Mark Bergeson seconded. Motion passed.  
Effective Fall 2004.*

Betty Vickrey presented a proposal to revise CIS 110, 130, and 230 by updating the “V’s” under student outcomes.

*Steve Byman moved to approve; Ann Kaneko seconded. Motion passed.  
Effective Fall 2004.*

Ken Ecklund presented a proposal to change the human relations/social science requirement for degrees and certificates in the following areas from BSAD 120 recommended to BSAD 126 *or* BSAD120 recommended and in two cases (noted below) to change the general education requirement from BSAD 120 to BSAD 126 *or* BSAD120:

- ITEC – change to Gen Ed requirement
- Automotive Technology – AAS degree
- Construction Tech – Certificate of Proficiency
- Diesel/Heavy Equipment – degree and certificate
- Electronics – degrees and certificate
- Ind. Maintenance – degrees and certificates of proficiency
- Instrumentation
- Machine Trades – degrees and certificate
- Welding – certificate Gen Ed requirement

The reasoning behind proposal is that the two courses are very similar and BSAD 120 is no longer offered on a regular basis.

*Mark Bergeson moved to approve; Betty Vickrey seconded. Motion passed.  
Effective Fall 2004.*

Ken Ecklund presented a proposal to change the computational requirement for the Diesel/Heavy Equipment Preventative Maintenance Certificate of Proficiency from A) MATH 106 to MATH 070 or higher and B) change the program requirements to say “Any ADT courses as approved by program advisor – 45 credits.” *Betty Vickrey moved to approve; Steve Byman seconded.* Discussion followed with several committee members expressing concern regarding lowering the computational requirement. Ecklund explained that this certificate was for entry-level positions and the higher math courses were preventing some students from completing the program.

*Motion passed with three abstentions. Effective Fall 2004.*

Jim Stanley requested an approval of changes to the Business/Accounting/MIS transfer program adopted by Washington State University and the community colleges in summer 2003. This agreement is designed as a Business AA-DTA degree for transfer to WSU.

*Steve Byman moved to approve; Betty Vickrey seconded. Motion passed.*

*Effective Fall 2004.*

Ann Kaneko presented a proposal to add a new AAS-T degree for Accounting.

*Steve Byman moved to approve; Betty Vickrey seconded. Motion passed.*

*Effective Spring 2004.*

Ann Kaneko asked for authorization to change the number of electives in any certificate or degree program in order to bring the certificate or degree to the minimum credits required. This would include the addition of a line for electives if one does not exist. These changes will only be made in consultation with the appropriate faculty. This authorization would allow such changes to be made without waiting for the June curriculum committee meeting and will facilitate completion of pages for the 2004-2006 catalog. Discussion followed with Geary Greenleaf proposing that appropriate department chairs initial all changes and that the changes are included in curriculum minutes for an historical record.

*Debbie Knight moved to approve; Carol McNair seconded. Motion passed.*

*Effective immediately.*

Rosemary Powelson presented a proposal to change ART 106 – Basic Design and ART 107 – Basic Design from 5 – credit, 33 lecture/44 lab hour classes to 5 – credit, 55 lecture hour classes. The change will reflect how the classes are being taught.

*Steve Byman moved to approve; Betty Vickrey seconded. Motion passed.*

*Effective Fall 2004.*

Meeting adjourned at 4:20 p.m.