

# CURRICULUM COMMITTEE MEETING REPORT

2004-2005 Membership

Mark Bergeson, Social Sciences, Humanities, and Education  
Pat Boerner, Student Support Services  
Brendan Glaser, Dean for Workforce and Continuing Education  
Geary Greenleaf, Dean for Instructional Programs  
Sharon Layton, Health Sciences, Physical Education, and Public Services  
David McCarthy, Language and Literature  
Therese Montoya, Advising and Testing  
Charlotte Persons, Pre College  
Joel Schaaf, Natural Sciences  
Tim Veteto, Industrial Technology  
Betty Vickrey, Business & Information Technology  
Fran Zarubick, Dean for Instructional Programs  
Student Representative

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To:	Committee Members	Copies to:	
From:	Fran Zarubick	Julie Dasso	Karla Rivers
Subject:	March 9, 2005 Meeting	Marleen Musso	Laurel Williamson
Date:	March 11, 2005	LCC Library	Darcy Smith

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The Curriculum Committee met Wednesday, March 9 at 3 p.m. in LIB 103.

**Members Present:** Mark Bergeson, Pat Boerner, Brendan Glaser, Sharon Layton, David McCarthy, Therese Montoya acting as recorder, Charlotte Persons, Joel Schaaf, Tim Veteto, Betty Vickrey, Fran Zarubick and student representative Debbie Knight

**Also Attended:** Marleen Musso, Jim Stanley, and Judy Vandermaten

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Fran Zarubick called the meeting to order at 3:00 p.m.

Betty Vickrey moved to approve the February minutes; Mark Bergeson seconded. Minutes approved as written.

Judy Vandermaten presented her revised proposal for changing ART 152 – Intermediate Black & White Photography course into two separate intermediate courses: Intermediate Black & White Photography – The Studio and Intermediate Black & White Photography – Photojournalism. The proposal included revisions to course descriptions and enabling objectives to accurately reflect each course. Discussion followed with a few changes to wording and punctuation suggested.

*Brendan Glaser moved to approve proposals with the wording and punctuation changes; Betty Vickrey seconded. Motion passed unanimously.*

*Effective Spring 2005.*

Betty Vickrey presented a proposal to revise CIS 297 – CIS Project by deleting CIS 220 – Advanced Spreadsheets as a prerequisite because it is not a required course for all CIS majors.

*Mark Bergeson moved to approve; Joel Schaaf seconded. Motion passed unanimously.*

*Effective Spring 2005.*

Betty Vickrey, representing Don Derkacht, presented a proposal to revise CIS 180 – Fundamentals of Computer Programming by changing it from a 5 credit 55-lecture class to a 5 credit 44-lecture/22-lab class to reflect how the class is taught.

*Joel Schaaf moved to approve; Brendan Glaser seconded. Motion passed unanimously. Effective Fall 2005.*

Fran Zarubick, representing Gary Nyberg, presented a proposal to revise MUSC 130 – Wind Ensemble by changing the course title to Jazz Ensemble and updating the course description, prerequisites, context, enabling objectives, and assessment to reflect how the course is taught. Discussion followed with a few wording changes suggested.

*Brendan Glaser moved to approve proposals with the wording changes; Betty Vickrey seconded. Motion passed unanimously. Effective Spring 2005.*

Mark Bergeson led a discussion regarding the concern that HIST 111, a WSU-V Institute course, and HIST 116, an equivalent LCC course, could present a problem for evaluating degree requirements in cases where a WSU-V student withdraws from the Institute and transfers to LCC. Although these courses have been determined to be equivalent history courses, HIST 111 counts as a Social Science course at WSU-V while HIST 116 counts as a Humanities course at LCC. The concern was that a student who has taken HIST 111 and decides to switch from the Institute to LCC might think HIST 116 is a different course and take it, thinking that they could use 111 for the Social Science distribution list and 116 for the Humanities list. In order to address this, it was generally felt that (1) the LCC distribution list should show HIST 111 in the appropriate category for LCC degrees; and (2), a process should be worked out with the transfer coordinator and advising for handling situations involving students moving from the Institute track to an LCC track. Although the committee was reminded that WSU-V was never intended to be an articulated track, it was felt that such a process would help students avoid pitfalls and minimize the amount of make-up coursework necessary. Geary Greenleaf, as the dean overseeing the Institute, was identified as the appropriate person to coordinate with advising and the transfer coordinator on course equivalencies and an evaluation process.

*Brendan Glaser moved to establish that HIST 111, the WSU-V Institute course, be listed on the LCC Humanities distribution list; Mark Bergeson seconded. Motion passed unanimously. Effective Fall 2005.*

Jim Stanley led a discussion regarding the speech requirement for business majors. This issue surfaced after the November 2004 curriculum committee meeting when the Business Administration/Accounting/Management Systems 2-year transfer degree was revised and speech was no longer a requirement for Washington Colleges and Universities except WSU and UW. He explained that speech is an LCC graduation requirement but not a requirement for all DTA's. This created a problem because the existing graduation application doesn't work for all of the business programs with DTA's. The curriculum committee made a recommendation that Admissions develop a graduation application specifically for business majors.

Fran Zarubick requested input from the committee regarding plagiarism, cheating and the course syllabi. Discussion followed.

*Brendan Glaser moved to:*

- *Revise the Student Handbook to address this issue.*
- *Develop language for website use.*

- *Recommend plagiarism and cheating language be required on all syllabi and be included in appropriate handbooks including the faculty handbook.*  
*David McCarthy seconded. Motion passed unanimously.*

Meeting adjourned at 4:30 p.m.