CURRICULUM COMMITTEE MEETING REPORT

2005-2006 Membership

Mark Bergeson, Social Sciences, Humanities, and Education
Harry Blair, Math
Pat Boerner, Student Support Services
Brendan Glaser, Chair and 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, College Prep
Joel Schaaf, Natural Sciences
Tim Veteto, Industrial Technology
Betty Vickrey, Business & Information Technology
John Knudsen, Student Representative

To: Committee Members
From: Brendan Glaser, Chair
Subject: Minutes for June 14, 2006 Meeting
Date: June 15, 2006

Copies to:
De Davis, Library, Marleen Musso, Karla Rivers, Darcy Smith, Laurel Williamson, Yun Lapray, JoAnne Booth

---

The Curriculum Committee met Wednesday, June 14, at 3 p.m. in LIB 103.

Members Present: Mark Bergeson, Pat Boerner, Brendan Glaser, Sharon Layton, David McCarthy, Therese Montoya, Joel Schaaf, Tim Veteto, and Betty Vickrey

Also Attended: Don Derkacht, Colleen Lemhouse, Michael O'Connor, David Rosi and Fran Nelson, Recorder

---

Brendan Glaser called the meeting to order at 3:05.

Minutes from the May 10 meeting were presented for approval. Discussion ensued in regard to Mark Bergeson's proposal **to drop SPCH 101 as an option for the communication requirement for the AA, AA-DTA and AAS degrees**. There are more programs than those previously listed that are affected by this proposal. Rather than reprint the minutes from May it will be noted that the proposal wording will be **to drop SPCH 101 as an option for the communication requirement from any program in which it is included.**
With this noted in June the May minutes were approved.

1. Proposals **(9, 10, 11)** from Colleen Lemhouse to revise credits, course title, course description, enabling objectives and assessment of the following:
   HOFL 131 Parent/Child Experience 3 credit/0-33 lecture/0-66 lab
   HOFL 132 Parent/Child Experience 3 credit/0-33 lecture/0-66 lab
   HOFL 133 Parent/Child Experience 3 credit/0-33 lecture/0-66 lab
   Course titles are changed to reflect the program change from cooperative to lab school. The course descriptions incorporated the co-op nature of the program when parents were required to spend time in the classroom for a reduction in fees as well as the education component. Hence, the course descriptions are changed to reflect the options for course credit offered at this time. Wording of the enabling objectives has been changed to clarify the learning expectations. Assessment criteria has been changed to more adequately address requirements for each option offered.

Betty Vickrey made a motion to accept. Pat Boerner seconded. Motion passed unanimously.
Effective Fall 2006

2. Proposals **(1, 2, 3, 4)** from David McCarthy to revise the following to add clarity and to better reflect current practice:
ENGL 101 – English Composition; update course description and enabling objectives
ENGL 102 – English Composition; update course description and context
ENGL 220 - Technical Writing and **ENGR 220 – Technical & Workplace Writing;**- update course descriptions and show prerequisites to require a grade of C or better

Betty Vickrey made a motion to accept. Mark Bergeson seconded. Motion passed unanimously.
Effective Fall 2006

3. Proposals **(18, 19)** from Michael O'Connor to add the following new courses:
IMT 133 - Intro to Solid State Electronics; 6 credit/33 lecture/66 lab; third course in a sequence for further study in instrumentation & control, electricity, industrial maintenance or transfer in some bachelors of technology programs. It is required for completion of the Instrumentation & Control Certificate and AAS degree program.
IMT 236 - Applied Digital Electronics; 5 credit/33 lecture/44 lab; this course is a requirement for the Instrumentation & Control Certificate and AAS degree program.
Program Planners effected:
Instrumentation and Control Technology, Certificate of Proficiency
Instrumentation and Control Technology, Associate in Applied Science
Program titles changed from Instrumentation Technology to Instrumentation & Control Technology; electronics courses removed from program and replaced with Industrial Maintenance courses.

Betty Vickrey made a motion to accept. Sharon Layton seconded. Motion passed unanimously.
Effective Fall 2006

4. Proposals **(12, 13)** from Don Derkacht to revise course titles, course descriptions, context, enabling objectives and assessment due to restructure in the department. Programming language is being changed from C++ to C#.
CIS 280 – Introduction to Data Structures, *Effective Spring 2007*
CIS 284 – Advanced Data Structures, *Effective Spring 2008*

Tim Veteto made a motion to accept. Betty Vickrey seconded. Motion passed unanimously.

Proposals **(14, 15)** from Don Derkacht to suspend the following courses due to program restructuring. Some of the enabling objectives will be absorbed by other courses.
CIS 286 – Systems Analysis, *Effective Winter 2007*
CIS 297 – CIS Project, *Effective Spring 2007*
Program Planners effected: Computer Information Systems:
Microcomputer Network Specialist (AAS & AAS-T)
Microcomputer Application Specialist (AAS & AAS-T)
Software Development Specialist (AAS & AAS-T)

Betty Vickrey made a motion to accept. Tim Veteto seconded. Motion passed unanimously.

5. Proposals **(16, 17)** from David Rosi to add the following courses:
CIS 104 – Intermediate Web Page Design; 5 credit/33 lecture/44 lab. Course will be part of a new mini-certificate program. *Effective Fall 2007*
CIS 216 – Network Scripting; 2 credit/22 lecture. Introductory course in shell scripting for the Windows and Linux operating systems. *Effective Winter 2008*

Betty Vickrey made a motion to accept. Sharon Larson seconded. Motion passed unanimously.

6. Proposals **(5, 6, 7, 8)** from Jerri Weyer to revise the following MEDA courses were tabled until October 2006 at which time the explanation of the changes will be made clear to the committee:
MEDA 145 – Medical Laboratory Techniques, delete MATH 105 from prerequisite
MEDA 162 – Examining Room Procedures II, add MATH 105 to prerequisite
MEDA 164 – Medication Administration and Injections, add MATH 105 to prerequisite
MEDA 195 – Medical Assisting Seminar, update enabling objectives

Mark Bergeson made a motion to table. Sharon Layton seconded. Motion passed unanimously.

7. Proposals **(20 thru 24)** from Tim Veteto to renumber the following courses to enable sequential course numbering due to Maintenance curriculum adjustments:

IMT 106 – Industrial Lubrication; renumbered to replace IMT 116
IMT 107 – Mechanical Seals; renumbered to replace IMT 117
IMT 108 – Bearings-Reducing Failure Rate; renumbered to replace IMT 118
IMT 135 – Electrical Print Reading; renumbered to replace IMT 136
IMT 136 – Conduit Bending and Installation; renumbered to replace IMT 135

Sharon Layton made a motion to accept. Betty Vickrey seconded. Motion passed unanimously.
Effective Fall 2006

Proposals **(25 thru 34)** from Tim Veteto to renumber and/or revise prerequisites on the following courses due to Maintenance curriculum adjustments:

IMT 110 – Rotating Equipment Predictive Maintenance & Alignment; renumbered to replace IMT 120
IMT 131 – Electrical Fundamentals – D.C. Circuits; prerequisites to read – MATH 092 and IMT 130 or concurrent enrollment in IMT 130 or instructor's permission.
IMT 134 – Electrical/Electronic Test Instruments; renumbered to replace IMT 139
IMT 139 – National Electric Code; renumbered to replace 137; prerequisites to read – IMT 132 or instructor's permission.
IMT 200 – Centrifugal Pump Repair; prerequisites to read – Completion of all 100 level IMT courses or instructor's permission.
IMT 205 – Valve Repair; prerequisites to read – Completion of all 100 level IMT courses or instructor's permission.
IMT 209 – Pipefitting; prerequisites to read – Completion of all 100 level IMT courses or instructor's permission.
IMT 234 – Digital Electronic Theory; prerequisites to read – IMT 132, 134 and 135 or instructor's permission.
IMT 264 – Applied Mechanical Maintenance Techniques; prerequisites to read – Completion of all 100 & 200 level Mechanical courses or instructor's permission.
IMT 265 – Applied Electrical Maintenance Techniques; prerequisites to read – Completion of all 100 & 200 level Electrical & Instrumentation courses or instructor's permission.

Mark Bergeson made a motion to accept. Joel Schaaf seconded. Motion passed unanimously.
Effective Fall 2006

Proposals **(35, 36, 37)** from Tim Veteto to add the following new courses:

IMT 100 – Maintenance Fundamentals; Introduces essential elements of industrial maintenance. Combined elements of old courses IMT 100, 102 and 104. Renumbered course to IMT 100 that represents foundation course for Industrial Maintenance Technology AAS degree and certificates. Also supports supplemental Industrial training. New course includes overview of tasks performed by maintenance, millwrights, electrical maintenance and instrumentation plus the safe use of basic hand tools and measurement instruments.
3 credits/22 lecture/22 lab.

IMT 104 – Rigging, Lifting and Rigging Inspection; Combined elements of IMT 111 (Rigging and Lifting), 112 (Rigging Gear Inspection) and 113 (Advanced Rigging). Renumbered to IMT 104 to combine three rigging, lifting and gear inspection courses to present a more cohesive presentation. Course required for Industrial Maintenance Technology AAS degree and certificates. Also supports supplemental industrial training. Prerequisites to read – MATH 091 or placement test.
3 credits/22 lecture/22 lab.

Proposal from Tim Veteto to **delete IMT 150 – Industrial Hydraulic Power** as the components of this course have all been **replaced by MFG 140 – Industrial Hydraulics**.

Program Planners effected: **Industrial Maintenance Technology – AAS**
COP – Mechanical Maintenance
COP – Electrical Maintenance
COP – Power Utility

Betty Vickrey made a motion to approve. Joel Schaaf seconded. Motion passed unanimously.
Effective Fall 2006

8. Proposal **(38)** from Rick Swee presented by Joel Schaaf to add MATH 122 to the Natural Science distribution list. Math courses numbered 100 or higher are typically on the list, unless there is some reason to exclude them, i.e. MATH 105 which received its number because of program needs, not its mathematical sophistication. MATH 122 does meet the expectations of level of content and is supported by the math department for inclusion.

Joel Schaaf made a motion to approve. Pat Boerner seconded. Motion passed unanimously.
Effective Spring 2006

9. Proposal from Allan Evald presented by Brendan Glaser to revise the Machine Trades Career Pathway program which includes Manufacturing Technician, COP with the additional Machinist and CNC options; and Machine Trades, AAS. The welding requirement is changed from 10 to 6 credits and there will be an addition of 4 machine shop credits (1=MASP 111 and 3=MASP 204 or 205 to create a stronger career path for the Manufacturing Certificate.

Betty Vickrey made a motion to approve conditionally upon proof of discussion among faculty to be provided by Brendan at the October 2006 meeting. Mark Bergeson seconded. Motion passed unanimously. Effective Fall 2006.

The meeting was adjourned at 4:50.