

CURRICULUM COMMITTEE MEETING REPORT

2006-2007 Membership

Mark Bergeson, Social Sciences, Humanities, and Education
Harry Blair, Math
Pat Boerner, Student Development
Kathy Demarest, College Prep
Brendan Glaser, Chair and Dean for Workforce and Continuing Education
Geary Greenleaf, Dean for Instructional Programs
Karen Kearcher, Health Sciences, Physical Education, and Public Services
David McCarthy, Language and Literature
Therese Montoya, Advising and Testing
Joel Schaaf, Natural Sciences
Tim Veteto, Industrial Technology
Betty Vickrey, Business & Information Technology
Megan Kaliloo, Student Representative

To: Committee Members
From: Brendan Glaser, Chair
Subject: Minutes for October 11, 2006 Meeting
Date: October 12, 2006

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

The Curriculum Committee met Wednesday, October 11, at 3 p.m. in LIB 103.

Members Present: Mark Bergeson, Harry Blair, Pat Boerner, Kathy Demarest, Brendan Glaser, Geary Greenleaf, Karen Kearcher, David McCarthy, Therese Montoya, Joel Schaaf, Tim Veteto, Betty Vickrey and ASLCC representative Deisha Coats who sat in for absent Megan Kaliloo

Also Attended: Rick Atkins, Randy Byrum, Don Derkacht, David Rosi, Jerri Weyer and Fran Nelson, Recorder

Brendan Glaser called the meeting to order at 3:00 with introductions of new members and visitors. Members were given handouts containing 06-07 meeting schedule, Curriculum Committee Guidelines & Procedures, proposal preparation instructions and copies of various forms. Brendan reaffirmed the role of the committee, discussed catalog updates, and discussed steps in setting up degree programs. Geary gave an update on the common course numbering system.

Carryover item from June, 2006 pertaining to Manufacturing Occupations Core was closed with Brendan providing documentation of department discussion and approval per written communication from department chair, Allan Evald.

With this noted the item was approved.

1. David Rosi presented proposals (1&2) to combine two courses, **BTEC 145 – Word Processing I** and **BTEC 146 – Word Processing II** into one, 5-credit course: **BTEC 145- Introduction to MS Word**. Combining the courses results in the revision of the credits, course title, course description, prerequisites and enabling objectives. BTEC 146 would be deleted.

*Betty Vickrey made a motion to accept. Karen Kearcher seconded. Motion passed unanimously.
Effective Winter 2007*

2. Don Derkacht presented a proposal (3) to revise **CIS 282 – Digital Design** by changing it from a 5-credit, 55 lecture course to a 5-credit, 33 lecture/44 lab course to accurately reflect course delivery:
Geary Greenleaf made a motion to accept. Betty Vickrey seconded. Motion passed unanimously.
Effective Winter 2007

3. David Rosi presented a proposal (4) to delete the current **CIS 100 – Computing Survival Skills** (created for the Discover U learning community which no longer exists), and then using **CIS 100 for a new course: Introduction to Information Systems**, 5-credit, 55 lecture. Discussion followed regarding whether or not this course met the requirements for the social science distribution list. Brendan and/or Geary will check the ICRC requirements. If the course meets the requirements, David Rosi will amend the proposal at a future date.
Geary Greenleaf made a motion to accept the proposal without the distribution list designation and with revisions to enabling objectives as suggested by Karen Kearcher. David McCarthy seconded. Motion passed unanimously.
Effective Winter 2007

4. Jerri Weyer presented proposals (5,6,7) to revise prerequisites to the following MEDA courses:
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
Betty Vickrey made a motion to accept. David McCarthy seconded. Motion passed unanimously.
Effective Winter 2007

5. Jerri Weyer presented a proposal (8) to revise **MEDA 195 – Medical Assisting Seminar** by updating enabling objectives which will add exposure to cultural diversity as required by Allied Health laws:
Geary Greenleaf made a motion to accept. Pat Boerner seconded. Motion passed unanimously.
Effective Winter 2007

6. Karen Kearcher presented proposals (9/14) to revise credits, lab, lecture, prerequisites and assessment on the following LERN courses:
NURS 240 – Management of Care (was 2.7-credits, 27.5 lecture/4.4 lab) now 3-credit, 33 lecture
NURS 241 – Safe, Effective Care Environment (was 3.3-credits, 34.1 lecture/4.4 lab) now 3-credit, 33 lecture
NURS 242 – Health throughout the Lifespan (was 3-credits, 30.8 lecture/4.4 lab) now 3 credit, 33 lecture
NURS 243 – Behavioral Health (was 3-credits, 30.8 lecture/4.4 lab) now 3-credit, 33 lecture
NURS 244 – Physiologic Health I
NURS 245 – Physiologic Health II (was 2.5-credits, 27.5 lecture) now 3-credit, 33 lecture
Assessment changes reflects current methods used. Change in prerequisites accurately reflects requirements. Each course is the prerequisite to the next in the sequence.
Harry Blair made a motion to accept. Betty Vickrey seconded. Motion passed unanimously.
Effective Winter 2007

7. Karen Kearcher presented a proposal (15) to revise credits, lecture, lab, prerequisite (clarify expected progression in the coursework) and assessment (clarify current methods):
NURS 246 – Skills Laboratory (was .5-credits, 1.1 lecture/8.8 lab) now 2-credit, 0 lecture/44 lab
Betty Vickrey made a motion to accept. Mark Bergeson seconded. Motion passed unanimously.
Effective Spring 2007

8. Karen Kearcher presented proposals (16,17) to revise credits, lab, prerequisite and assessment on the following LERN courses:
NURS 247 – Clinical Practicum (was 10.5-credits, 231 lab) now 10-credit, 220 lab
NURS 248 – Advanced Clinical Practicum (was 3.5-credits, 77 lab) now 5-credit, 55 lab
Changes will align the clinical course credits with actual time in clinical. Prerequisites clarify expected progression in coursework. Assessment reflects current methods.
Betty Vickrey made a motion to approve. Tim Veteto seconded. Motion passed unanimously.
Effective Summer 2007

9. Karen Kearcher presented proposals (18,19) to revise **NURS 102 – Basic Nursing I** and **NURS 103 – Basic Nursing II** by updating the course description, course content and enabling objectives.

*Harry Blair made a motion to approve. Betty Vickrey seconded. Motion passed unanimously.
Effective Winter 2007*

10. Tim Veteto, representing Michael O'Connor, presented proposals (20,21) to revise credits and lab hours to allow adequate time to cover course material:

IMT 131 – Electrical Fundamentals – DC Circuits, (was 4-credits, 22 lecture/44 lab) 5-credit, 33 lecture/44 lab

IMT 132 – Electrical Fundamentals – AC Circuits, (was 4-credits, 22 lecture/44 lab) 5-credit, 33 lecture/44 lab

The following Program Planners will be effected once the SBCTC approves the changes for LCC's program inventory:

Instrumentation & Control Technology – AAS

Pulp & Paper Manufacturing Technology – AAS

Industrial Maintenance Technology – AAS

Industrial Maintenance-Power Utility – COP

Instrumentation & Control Technology – COP

Industrial Maintenance-Electrical Maintenance – COP

*Karen Kearcher made a motion to approve. Joel Schaaf seconded. Motion passed unanimously.
Effective Winter 2007 pending SBCTC approval for the program inventory.*

11. Rick Atkins presented a proposal (23/35) to suspend the following courses due to no activity in the past 3 years. No program changes involved.

FISO 101 Fire Officer I – Level One Fundamentals

FISO 102 Fire Officer I – Level Two Concepts

FISO 111 Fire Officer I – Level One Work-based Learning

FISO 112 Fire Officer I – Level Two Work-based Learning

FISO 120 Emergency Incident Management

FISO 140 Fire Service Incident Safety Officer

FISO 201 Fire Officer II – Level One Fundamentals

FISO 202 Fire Officer II – Level Two Concepts

FISO 210 Fire Service Leadership

FISO 211 Fire Officer II – Level One Work-based Learning

FISO 212 Fire Officer II – Level Two Work-based Learning

FISO 231 Fire Service Instructor I

FISO 232 Fire Service Instructor II

FISO 233 Fire Service Instructor – Work based Learning

*Harry Blair made a motion to approve. Betty Vickrey seconded. Motion passed unanimously.
Effective Fall 2006*

12. Brendan Glaser, representing George Dennis, presented a proposal (36) to delete all Tutoring 277 #'s. These course plans were created in the 1970's and are no longer used. Catalog clean-up.

Geary Greenleaf made a motion to approve. Karen Kearcher seconded. Motion passed unanimously.

The meeting was adjourned at 3:55.