

# 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, 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  
Robert Rodger, Chair and Dean for Instructional Programs  
Joel Schaaf, Natural Sciences  
Tim Veteto, Industrial Technology  
Betty Vickrey, Business & Information Technology  
Jerry Clement, Student Representative

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To: Committee Members  
From: Robert Rodger  
Subject: Minutes for February 14, 2007 Meeting  
Date: February 15, 2007

Copies to:  
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Karla Rivers Marlene Musso  
Darcy Smith Laurel Williamson  
Yun Lapray JoAnne Booth

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

**Members Present:** Mark Bergeson, Harry Blair, Pat Boerner, Kathy Demarest, Brendan Glaser, Karen Kearcher, David McCarthy, Robert Rodger, Joel Schaaf, Betty Vickrey and ASLCC representative Jerry Clement

**Also Attended:** Kristy Enser, Ann Williamson, Maggie Stuart, Jeff Lucas, Annette Ward and Fran Nelson, Recorder

**Absent:** Geary Greenleaf, Therese Montoya, Tim Veteto

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Brendan Glaser called the meeting to order at 3:05 with introductions of new members and visitors. Brendan announced that Robert Rodger as the new chair of this committee and turned the meeting over to him.

Minutes from the January 9 meeting were approved as written. In the future approval of the previous meeting's minutes will be an agenda item.

It was moved, seconded and approved to accept the current agenda as written.

- 1) Proposals (1) from Helen Kuebel presented by Karen Kearcher:  
**AH 101 Healthcare Foundations I**, 1 credit/11 lecture  
**AH 102 Healthcare Foundations II**, 1 credit/11 lecture  
**AH 131 Therapeutic Communications I**, 1 credit/11 lecture  
**AH 132 Therapeutic Communications II**, 1 credit/11 lecture

To add these courses to the Program Requirements of the Registered Nursing 2-Year Professional & Technical Degree. Under "Program Requirements" the first line will read:

AH 110 and 230, 2 credits; or AH 101, 102, 131 and 132 – 4 credits.

Karen explained that AH 110 and 230 are being gradually phased out and are being replaced with AH 101, 102, 131 and 132. These courses were implemented one year ago as part of the HOC program. By January 2009 AH 110 and 230 will no longer be accepted. A proposal for a revised program planner will be executed at that time.

*Betty Vickrey made a motion to accept. Joel Schaaf seconded. Motion passed unanimously. Effective Spring 2007.*

2) Proposal (2) from Dawn Draus presented by Jeff Lucas:

**MATH 130 The Practical Art of Mathematics**, 5 credit/55 lecture

Change the name of this course to Math for the Liberal Arts. The new name would put LCC in better alignment with the course titles from other colleges with similar courses. Kristy advised that this particular course is one that has been targeted for the Common Course Numbering (hereinafter referred to as “CCN”) project and that this course title will be changed in Summer 2007. The exact title wording will be determined during Spring quarter and this new title will be printed in the next course catalog.

*Pending the outcome of the CCN change Harry Blair made a motion to table this proposal. Jerry Clement seconded.*

3) Proposals (4 & 5) from Maggie Stuart to revise:

**CIS 251 Hardware Configuration**, 4 credits/22 lab

Change the title and credits to Computer Configuration and Maintenance, 6 credits/33 lecture/66 lab plus extensive changes to course description, context and outcomes. All changes reflect compatibility with the CompTIA A+ Certification examination. Mark questioned the increase in credits and how that would affect the program total. Maggie explained that with this increase there will most likely be a decrease of credits in another course within the same program. The program planner and the courses showing additional revisions will be considered at the March Curriculum meeting.

*Joel Schaaf made a motion to accept. Brendan Glaser seconded. Motion passed unanimously. Effective Spring 2007.*

**CIS 252 Advanced Microcomputer Operating Systems**, 4 credits/33/lecture/22 lab

Change the title and credits to Advanced Operating Systems, 5 credits/33 lecture/44 lab; removing the passé term “Microcomputer”, students will benefit from additional lab hours since most students do not have access to this operating system at home. Revision to Description reflects emphasis on Linux. Revision to Objectives match those of CompTIA’s Linus+ exam. Prerequisite will read “CIS 150 and CIS 180 each with a grade of C or better”. The same question regarding the pending revision to the program planner as explained in the item above for CIS 251 apply to this item as well. The program planner and the courses showing additional revisions will be considered at the March Curriculum meeting.

*Betty Vickrey moved to accept. Joel Schaaf seconded. Motion passed unanimously. Effective Spring 2007.*

4) Proposal (3) from Ann Williamson to revise:

**ECED 210 Young Children with Special Needs**, 3 credit/33 lecture

Include EDUC 110 as an option to ECED 130 in prerequisite. Ann explained this proposal is merely correcting what should’ve been on the course plan from the beginning.

*Karen Kearcher made a motion to accept. Brendan Glaser seconded. Motion passed unanimously. Effective Spring 2007.*

5) Proposal (6) from Nonnie Weaver presented by David McCarthy:

**CDS 101 Introduction to Chemical Dependency Counseling**, 3 credits/33 lecture

Proposal serves to remove this course from the restricted course list. All colleges in CTC system agree to accept this course in transfer as elective applicable to transfer associate degree.

*Joel Schaaf made a motion to accept. David McCarthy seconded. Motion passed unanimously. Effective Winter 2007.*

6) Kristy Enser updated the committee on the progress of the CCN project. She presented handouts to the members showing the 69 courses that LCC shares with other community and technical colleges within the state. Also presented was a sheet showing four “common course numbering collisions” or those LCC courses that will need to have a new number assigned due to the current numbers being already in use within the CCN system. Departments will choose a new number on these courses only: CHEM 105, EDUC 114, EDUC 205, ENGR 121.

Due to the various concerns over the CCN project that were addressed for the most part, below is a sampling of information and answers to those concerns that can be found on the CCN website: [http://www.sbctc.ctc.edu/college/e\\_commoncoursenumbering.aspx](http://www.sbctc.ctc.edu/college/e_commoncoursenumbering.aspx)

Following is some background information on the project:

The Common Course Numbering Project's purpose is to make course transfer between and among the 34 community and technical colleges as easy as possible for students, advisors and receiving institutions. The scope of the project is to commonly number all academic transfer courses, as defined by the Intercollege Relations Council (ICRC) agreement (Appendix B of the ICRC Handbook, pages 22-25). The project was directed by the presidents of the Washington community and technical colleges with leadership from the Washington State Instruction and Student Services Commissions and support from the State Board for Community and Technical College's staff.

- 7) Kristy reminded the committee that catalog changes need to be submitted prior to the June Curriculum Committee meeting. Catalog changes can be submitted at any time and it would be best to not wait for all of a particular area's changes until June.
- 8) Betty Vickrey asked for clarification as to when agenda items for the Curriculum Committee meeting are to be submitted. The Curriculum Meetings are typically on the 2nd Wednesday of each month. Due to the signature-obtaining process and ensuring the completeness of the agenda proposal items it is necessary to have a firm cut-off date for receipt of those items. The agenda items are to be submitted on the appropriate completed and signed form on the 1st Wednesday of each month in which a Curriculum Committee meeting is held. The agenda is prepared on the following Friday and distributed to members on the following Monday (2 days prior to the meeting). Next month the agenda items will be due no later than 4:00 p.m. on Wednesday, March 7. Any items received after that date and time will be saved for the following month's meeting.
- 9) In regard to meetings – it was suggested that the June 13 meeting be moved up a week to June 6 since June 15 is graduation. The June rescheduled date will be finalized at the March meeting.

The meeting was adjourned at 4:08.