

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

To: Committee Members
 From: Robert Rodger
 Subject: Minutes from March 14, 2007 Meeting
 Date: March 20, 2007

Copies to:
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 Karla Rivers Marlene Musso
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 Yun Lapray JoAnne Booth

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

Members Present: Mark Bergeson, Harry Blair, Pat Boerner, Joan Herman (for Kathy Demarest), Brendan Glaser, Karen Kearcher, David McCarthy, Robert Rodger, Joel Schaaf, Tim Veteto, Betty Vickrey and ASLCC representative Jerry Clement

Also Attended: Kristy Enser, Linda Cullom, David Rosi, Richard Kelley, Don Correll, Dennis Shaw, George Dennis and Fran Nelson, Recorder

Absent: Geary Greenleaf, Therese Montoya

The meeting was called to order by Robert Rodger at 3:07. Minutes from the February 14 meeting were presented for formal approval. It was expressed that the tabled February proposal concerning MATH 130 be brought forward at the April meeting for consideration.

Betty Vickrey made a motion to approve the minutes as written, Harry Blair seconded, motion passed unanimously.

Robert Rodger presented the agenda for approval.

Harry Blair made a motion to accept as written, Jerry Clement seconded, motion passed unanimously.

- Proposals (1A & B) from Don Correll:

DRAM 100 Introduction to Theatre, 5 credits/55 lecture

To revise course description, context, enabling objectives and assessment in an effort to have this course recognized as and added to the approved Cultural Diversity Course List. Course description will reflect that it meets the cultural diversity requirements. All other revisions more accurately reflect course content, requirements and current methods used. This course is

transferable to most 4-year schools. Attendance at the Center Stage production is required as well as seeing an additional professional theatre production. This course fulfills the requirements of the AA-DTA Humanities Distribution List.

Spirited discussion ensued over the use of active verbs vs. “understanding” in the Enabling Objectives. The group agreed to table that discussion until after the actions required for the new catalog.

Mark Bergeson made a motion to accept, Betty Vickrey seconded. Motion passed unanimously. Effective Spring 2007.

2. Proposal (2) by Dennis Shaw and Richard Kelley:

PHIL 120 Critical Reasoning, 5 credits, 55 lecture

Revise course description to better reflect substance of class as presently taught and modest enhancement of enabling objectives, context and assessment of the class to provide better description of class. Revisions will result in a better match to UW PHIL-115 which serves as a basic model for the class, to clarify its educational function as a course in symbolic reasoning and to better describe the essential substance of the class as presently taught.

Mark Bergeson made a motion to accept, David McCarthy seconded. Motion passed unanimously. Effective Spring 2007.

3. Proposals (3/6) by Linda Cullom and David Rosi:

Delete **BTEC Word Processing COP**

Updating BTEC program. This certificate is outdated. There will be no impact on current students.

Betty Vickrey made a motion to accept, Jerry Clement seconded. Motion passed unanimously. Effective Spring 2007.

Revise **BTEC 1-Year Technical – Medical Transcription COP**

Add BTEC 186, Advanced Medical Machine Transcription, 3 credits

Add BTEC 125, Filing, 1 credit

Delete BTEC 101, Beginning Word Processing, 5 credits

Total credits after revision = 45

Medical transcription students will benefit from addition of BTEC 186.

Most students who choose the medical transcription program have very good typing skills. Making BTEC 101 a prerequisite will allow the addition of BTEC 186. Adding 1 credit of BTEC 125 will give students an opportunity to learn more about filing with MS Access.

Tim Veteto made a motion to accept, Betty Vickrey seconded. Motion passed unanimously. Effective Fall 2007.

Revise **BTEC 2-Year Professional – Medical Administrative Support AAS**

Delete BTEC 113, Applied Word Processing & Desktop Publishing, 5 credits

Add CIS 130, Introductory Database Applications, 5 credits

Updating program to keep pace with current trends in medical offices.

Betty Vickrey made a motion to accept, Mark Bergeson seconded. Motion passed unanimously. Effective Fall 2007.

BSAD 190 Business Communications, 5 credits/55 lecture

Revise prerequisite by deleting BTEC 100 requirement. The department feels the prerequisite of ENGL 100 is sufficient.

Betty Vickrey made a motion to accept, Pat Boerner seconded. Motion passed unanimously. Effective Spring 2007.

4. Proposal (7) from Kam Todd presented by Tim Veteto:

Revise **1-Year Technical Manufacturing Occupations Core COP**

Delete MASP 204, CNC Machine Center Fundamentals, 3 credits

Delete MASP 205, CNC Turning Center Fundamentals, 3 credits

Add HDEV 110, Job Finding Skills, 3 credits

Change MFG 230, Computer Integrated Manufacturing, 4 credits, to read:

MFG 230, Computer Integrated Manufacturing, 4 credits – **or** -

MFG 130, Materials Science, 5 credits –**or** -

DRFT 107, Technical Graphics, 3 credits –**or** -

WELD 158, Welding Theory & Fabrication, 5 credits – **or** -

TECH 100, Advanced Principles of Technology, 5 credits

Total credits after revisions = 50

Students will do traditional machining – not CNC. The addition of HDEV 110 will assist students with their job seeking skills. The options now associated with MFG 230 create more flexibility for the students.

David McCarthy made a motion to accept, Karen Kearcher seconded. Motion passed unanimously. Effective Fall 2007.

5. Proposal from Tim Veteto:

IMT 145 Survey of Data Communications, 3 credits/33 lecture

Delete course. No longer required. Previous to the change of Industrial Maintenance course numbering, IMT 145 (previously IMIN 110) was not a program requirement. During the numbering change, this course was inadvertently included in the Program Requirements. This deletion will affect:

1-Year Technical Industrial/Electrical Maintenance COP

Revised program requirements credits = 45

Total program credits = 68 minimum

- AND -

2-Year Professional – Industrial Maintenance Technology AAS

Revised program requirements credits = 84

Total program credits = 107 minimum

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

6. Robert Rodger / Kristy Enser – **Update on 2007-09 Catalog print schedule**

The print date for the 2007-09 Catalog has been moved up a month to mid-May. The new catalog must be on campus and available for distribution the first part of June. All catalog changes must be submitted at the April Curriculum Committee meeting. In consideration of the high volume of proposals that may be submitted there will be two April meetings – the 11th and the 18th. Agenda items for the April 11 meeting will be accepted through Friday, April 6. Minor wording changes (word-smithing) need not pass through the Curriculum Committee, but must be approved by the dean. The October '06 addendum that can be found online should be used for mark-up. Robert will send a reminder email to the department chairs.

7. Discussion led by George Dennis – **Major Ready Programs**

Three were addressed concerning the MRP program planners he created last spring quarter:

- *Six of the newly created MRP's that serve as AS-T degrees only require 5 communications credits. Does LCC want to require students seeking the AS-T degree to fulfill the same 15 credit communication requirement needed for the AA-DTA degree (ENGL 101, 102, and SPCH 110)? Note that the current LCC communications requirement for the AS-T degree is 5 credits of ENGL 101.*
Consensus by committee: The Committee unanimously agreed to honor the MRP's as written. Most of the MRP's only require 5 credits of communication, therefore, the college isn't going to ask students seeking the AS-T degree to earn more communication credits than the MRP's require.

- *Students completing the AS-T degree do not have to complete a capstone requirement. Faculty in chemistry, general science, and biology who have recently approved the newly created MRP's have requested the following evaluation requirement be added to the new MRP planners: A five credit course that evaluates the student's abilities must be completed after earning 60 credits. A list of courses that will meet this requirement will be available from departmental advisor and may also satisfy pre-major requirements if included in the list above. Should practice (language) for all AS-T MRP planners be consistent?*

Consensus by Committee: The Curriculum Committee feels there is no need for a Capstone experience to be articulated for the AS-T degrees. Consequently, there is no language that needs to be consistent for exit experience written into any of the MRP's.

- *The MRP for "Mechanical/Civil/Aeronautical/Industrial Materials AS-T" calls for three 5 credit classes in engineering: Statics, Mechanics of Materials, and Dynamics. These three courses do exist at Lower Columbia College as ENGR 122 (Statics) ENGR 254 (Mechanics of Materials), and ENGR 261 (Dynamics).*

Action by the Committee: ENGR 254 and 261 are currently 4 credit classes which Joel said he will turn into 5 credit courses. The Math department acknowledges the need to offer a CALC 4th qtr experience and is in the process of completing this.

8. Kristy Enser – **Update on Common Course Numbering**

The Committee members were presented with a list of the CCN's with an effective date of March 12, 2007. The Summer schedule will reflect these new numbers with a cross-reference listed. Jerry Clement expressed concern by students in regard to old number versus new number. His instructions to students will be to contact Registration. The cross-referencing is all built into the system.

David McCarthy made a motion to adjourn, Karen Kearcher seconded. Motion passed unanimously. The meeting was adjourned at 4:30.