

CURRICULUM COMMITTEE MEETING REPORT

2007-2008 Membership

Steve Alkazin, Language and Literature
Mark Bergeson, Social Sciences, Humanities, and Education
Harry Blair, Math
Pat Boerner, Student Development
Brendan Glaser, Dean for Workforce and Continuing Education
Geary Greenleaf, Dean for Instructional Programs
Joan Herman, College Prep
Karen Joiner, Health Sciences, Physical Education, and Public Services
Lynn Lawrence, Registrar
Therese Montoya, Advising and Testing
Robert Rodger, Dean for Instructional Programs
Joel Schaaf, Natural Sciences
Jim Stanley, Business & Information Technology
Tim Veteto, Industrial Technology
Jerry Clement, ASLCC Student Representative

To: Committee Members
From: Robert Rodger
Subject: Minutes from October 10, 2007 Meeting
Date: October 12, 2007

Copies to:
Sarah Watkins
Karla Rivers
Darcy Smith
Yun Lapray

Library
Marlene Musso
Laura Brener
JoAnne Booth

The Curriculum Committee met Wednesday, October 10, at 3 p.m. in LIB 103.

Members Present: Mark Bergeson, Harry Blair, Pat Boerner, Brendan Glaser, Geary Greenleaf, Joan Herman, Klint Hull (for Steve Alkazin), Karen Joiner, Lynn Lawrence, Therese Montoya, Robert Rodger, Joel Schaaf, Jim Stanley

Also Attended: Courtney Shah (to meet Probationary obligation), Kristy Enser, and Fran Nelson, Recorder

Absent: Steve Alkazin, Tim Veteto, Jerry Clement

The meeting was called to order at 3:05 by Robert Rodger and new members were introduced.

New forms were presented to the committee for discussion and approval. The new documents received very positive input from the members with only minor revisions suggested which will become part of the final documents which are effective immediately. All proposals must be prepared using the new forms-please see copies attached.

The old "Curriculum Proposal" form has been eliminated by incorporating some of its language into the new "Course Plan" and the new "Degree / Certificate Proposal". Procedural changes and instructions for using these forms will be outlined in the Curriculum Committee Handbook.

- Distribution / Graduation Requirements
 - Restricted course list
 - Only 15 college level credits are allowed from this list
- What if the course is not a DTA requirement?
 - ICRC Appendix B is to be referenced and will be made a part of the Handbook

- Additional Prof/Technical Requirements –
 - from NWCCU, Standard 2, Related Instruction. Programs of study for which applied or specialized associate degrees are granted, or programs of an academic year or more in length for which certificates are granted, must contain a recognizable body of instruction in program-related areas of **1) communication, 2) computation, and 3) human relations**. Additional topics which should be covered as appropriate include safety, industrial safety, and environmental awareness. Instruction in the related instructional areas may be either embedded within the program curriculum or taught in blocks of specialized instruction. Each approach, however, must have clearly identified content that is pertinent to the general program of study.
- Course Outcomes (Knowledge, Skills, Abilities)
 - This section replaces “Enabling Objectives” from old form
 - Language will consist of same verb structure as before, i.e. demonstrate, analyze, evaluate, integrate, examine, etc.
 - Course Outcomes and Description should be copied onto course syllabi
- Reviewed by –
 - Department chair will sign only after departmental discussion
 - The chair signs on behalf of the department
 - The document is then forwarded to the appropriate Dean for approval
 - If not recommended a written explanation must be attached to the Plan or Proposal
- Approved by –
 - Even if Plan or Proposal is not approved by Curriculum Committee the Vice President still needs to sign off

Degree / Certificate Proposal

Brendan discussed the process for building a new Prof/Technical program. State Board has very structured steps that must be taken prior to program approval.

There was a discussion involving students taking PHIL 120 (prereq of ENGL& 101) and assuming that they need not take MATH 099 in order to fulfill the Quantitative/Symbolic reasoning skills requirement. It is clearly stated in the Course Catalog under the AA-DTA requirements:

- MATH 099 or proficiency, **AND** one of the following (BUS 206, ENGR& 214, ENGR& 215; MATH 112 or higher; PHIL 120; or PHYS 101, 102, 103, 251, 252, or 253).

Mark Bergeson agreed to take the question of having MATH 099 listed as a prerequisite or co-requisite for PHIL 120 back to his department. The committee will revisit this subject at the next meeting – Wednesday, November 14, 2007, 3:00 p.m. in LIB 103.

Brendan made a motion to adjourn, Jim Stanley seconded. Motion passed unanimously. Meeting was adjourned at 4:15.