

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 November 14, 2007 Meeting
Date: November 16, 2007

Copies to:
Library
Marlene Musso
Laura Brener

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

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

Also Attended: Buzz Gorman, Jason Hosenev, Don Derkacht, Maggie Stuart, Scott Dennis, Courtney Shah, Dale Groff (to meet Probationary obligation), Kristy Enser, and Fran Nelson, Recorder

The meeting was called to order at 3:05 by Robert Rodger. Minutes from the October meeting were approved by consensus.

1. A statement was presented by Mark Bergeson on behalf of the Social Science department noting consensual opinion that listing MATH 099 as prerequisite /co-requisite for PHIL 120 is not essential for success in the course. Adding this prerequisite would also unduly burden students who take longer to fulfill MATH 099 proficiency in their time at LCC. A proficiency in MATH 099 must be proven prior to graduation.
2. AA-DTA General Degree Requirements, Quantitative/Symbolic Reasoning Skills (reference page 30 of course catalog) shall be updated to read: MATH 099 or proficiency, AND one of the following (BUS 206, ENGR&215, ENGR& 215; **MATH& 107 (was MATH 130)** or higher, PHIL 120; or PHYS 101, 102, 103, 251, 252, or 253. (Change necessitated due to Common Course Numbering system).
3. Proposal from Megan Jasurda to add new course:
PHED 104 Pilates and Stretch, 1 credit/22 lab
Course had previously been approved on a one-time basis but now will be added as permanent performance-based course.

*Brendan Glaser made a motion to approve with the following additions: “demonstrate strengthening, toning & flexibility exercises and fitness goal setting activities” under Enabling Objectives and “majority of grade will be based on attendance & participation in class activities” under Assessment Measures. Jerry Clement seconded. Motion passed unanimously.
Effective Winter 2008*

4. Proposals from Linda Cullom (presented by Jim Stanley to add BTEC 294 to the following degrees and certificates:

AAS, 2yr Professional & Technical degrees

Administrative Assistant, total credits are now 92 minimum

Medical Administrative Support, total credits are now 94 minimum

Certificates of Proficiency

Medical Reception, total credits are now 47 minimum

Medical Transcription, total credits are now 47 minimum

Medical Billing & Coding Specialist, total credits are now 54-56 minimum

Administrative Support, total credits are now 48 minimum

Legal Transcription, total credits are now 47 minimum

The addition of this course will allow the opportunity for students to become more “workplace ready” by giving them a more effective and different approach to the business world. This addition will facilitate the Business department’s assessment of program effectiveness.

*Tim Veteto made a motion to approve. Jerry Clement seconded. Motion passed unanimously.
Effective Fall 2008*

5. Proposal from Maggie Stuart and Scott Dennis to add new course:

EDUC 275 Distance Education Certification, 3 credits, 66 lab

Course is designed to instruct faculty with a strong hands-on approach on how to instruct using Angel. This course will improve the quality of Distance Education and may become required as a starting point to teaching on-line.

*Geary Greenleaf made a motion to approve with the addition of “instructor permission” to the prerequisites. Jerry Clement seconded. Motion passed unanimously.
Effective Winter 2008*

6. Proposal (8) from Buzz Gorman to add new course:

HDEV 104 Fundamentals of Financial Aid, 1 credit, 11 lecture

Course will help students gain in-depth knowledge about the financial aid process, i.e. what it is, who is eligible, and will emphasize the process of obtaining scholarships, grants, loans and work study. Discussion ensued as to the free help students could and should get as they apply for financial aid. It was pointed out that this for-credit option went beyond the depth that other orientations and counter help give. Also, the class may be very useful to staff and instructors who wish to pursue further education.

*Brendan made a motion to approve with the deletion of percentage measures under Assessment Methods and to note the course is to be graded on a pass/fail basis. Steve Alkazin seconded. Motion passed unanimously.
Effective Winter 2008*

7. Proposal (6) from Don Derkacht to revise:

CS 282 Microprocessors, 5 credits/33 lecture/44 lab

Revise lecture hours to 33 and add lab hours to 44, course description, enabling objectives, assessment. Rationale for action is to update the course outcomes and restate the assessment methods. Basic structure of course is unchanged.

Mark Bergeson made a motion to approve. Jerry Clement seconded. Motion passed unanimously. Effective Winter 2008

8. Proposal (7) from Jim Stanley to revise:

AA-DTA, Business Transfer (Portland State University)

Remove CS 170, Programming Fundamentals, from Natural Science Requirements and add to Program Requirements along with CS 175, Visual Basic. Credits for Program Requirements is now 35, Natural Science is now 15 for a total of 105 credits minimum. Upon making these changes the question arose as to whether the degree “category” (DTA Vs. articulated AS) was correct. As an action item the Business department faculty and dean will research and report at the next Curriculum Committee meeting.

Mark Bergeson made a motion to approve. Brendan Glaser seconded. Motion passed unanimously. Effective Fall 2008

9. Proposal from Jason Hosenev to add new course:

HDEV 160 Positive Psychology, 2 credits, 22 lecture

Course is designed to introduce students to the major concepts involved in the emerging science of Positive Psychology. This course aligns with the purpose of the Human Development department by helping students see the interrelated aspects of feeling, emotion, attitude, thought, and deeds. Jason was asked to review the Gen Ed Outcomes and to submit any changes to the Curriculum Committee at a later date.

Geary made a motion to approve after adding “may be recommended for select students” to the Explanation of population to be served. Jerry Clement seconded. Motion passed unanimously. Effective Winter 2008.

10. Proposal from Karen Kearcher (presented by Sharon Layton) to revise:

NURS 209 Nursing Success, 2 credits, 22 lecture

Course was previously 1 credit. It is designed to assist new students (or those returning after a period of time) to the LCC RN-level program by providing current information, knowledge and skills to enable their success. This course revision does not add required credits to the nursing degree.

Harry Blair made a motion to approve with the removal of checkmarks by all listings under Distribution/Graduation Requirements except “Restricted”. Mark Bergeson seconded. Motion passed unanimously. Effective Winter 2008.

11. Proposals from Dale Groff / Robert Rodger to revise:

MUSC 281 Contemporary Musicianship and Applications IV

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Course titles changed to align with course sequence. All references to MUSC 182 IS shall be deleted since the course does not exist. Distribution/Graduation Requirements should reflect checkmark by “Restricted” and not “Elective”. (As an action item all MUSC program courses are to be added to the Restricted list at a future meeting at which time the new course plans will reflect revised Gen Ed Outcomes.)

Brendan Glaser made a motion to approve with the deletion of checkmarks under Gen Ed Outcomes. Tim Veteto seconded. Motion passed unanimously. Effective Winter 2008

Thanks to all those who submitted proposals on the new Course Plan and Degree/Certificate Proposal. To ease some areas of confusion the Course Plan form has been revised to include grading structure, Gen Ed Outcomes to better align with the old form. Please see:



Preparing Proposals
for Curriculum Commi



Course Plan Proposal
Form.DOC

These instructions and proposal form can be accessed from LCC's Internal Page.

Meeting was adjourned at 4:45. The next meeting will be Wednesday, January 09, 2008, 3:00 p.m. in LIB 103.