

## CURRICULUM COMMITTEE MEETING REPORT

2007-2008 Membership

Mark Bergeson, Social Sciences, Humanities, and Education  
Harry Blair, Math  
Pat Boerner, Student Development  
Deborah Brink, Language and Literature  
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  
Richie Kresge, ASLCC Public Relations

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To:	Committee Members	Copies to:
From:	Robert Rodger	Library
Subject:	Minutes from February 13, 2008 Meeting	Marlene Musso
Date:	February 20, 2008	Laura Brener

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The Curriculum Committee met Wednesday, February 13, at 3 p.m. in LIB 103.

**Members Present:** Mark Bergeson, Harry Blair, Pat Boerner, Deborah Brink, Brendan Glaser, Geary Greenleaf, Joan Herman, Karen Joiner, Lynn Lawrence, Robert Rodger, Joel Schaaf, Jim Stanley, Tim Veteto, Richie Kresge

**Also attended:** Laura Brener, John Krause, George Henderson, Rhonda Meyers, Kristy Enser, and Fran Nelson, Recorder

**Absent:** Therese Montoya

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The meeting was called to order at 3:05 p.m. by Robert Rodger, Chair.

- Review and approval of agenda.
  - Harry moved to approve as written. Jim seconded. Motion carried.
- Review and approval of agenda.
  - Mark Bergeson moved to approve as written. Pat Boerner seconded. Motion carried.
- New member Richie Kresge, ASLCC Public Relations director, was introduced. Deborah Brink, Language and Literature Department, has replaced Steve Alkazin.

### 1. Laura Brener – Instructional Curriculum Review

As part of ongoing improvement of teaching and learning it is proposed that this committee conduct a cyclical review of department courses; i.e. when a course was last taught, are the needs of the students being met, do we have the appropriate resources and adequate equipment. Laura presented a draft copy to the members for transfer programs and will electronically distribute a similar drafted process for the Professional/Technical programs. Areas to be considered are:

- I. Should this committee continue to review curriculum?
- II. With what frequency; i.e. every other year, every fourth year? Start with a list of the disciplines and divide by 4 (or whatever the rotation would be). Consider the workload of documents coming to Curriculum Committee when planning.
- III. Provide concrete feedback on draft; i.e. modifications, suggestions for improvement. Feedback is needed before end of Spring quarter to ensure document is completed during Summer and implemented for Fall quarter 2008. The finished document should be structured, thorough, and in-depth and should reflect current practice.

Discussion:

Question asked if a separate process or criteria should be developed for General Education since there is no measurement of that body against a set of criteria. General Education is not considered a program but rather a review of a process. The Distribution List is the General Education program and is assessed as a program of study. There are guidelines provided within the ICRC but clarification should come from within the Curriculum Committee.

**Action:**

**Committee members are to present the draft document to their respective areas and report feedback at the March 12 meeting.**

2. Proposals from Rhonda Meyers to revise:

- **BIOL 221 Human Anatomy and Physiology I**  
Revise lab hours, course outcomes and assessment methods
- **BIOL 222 Human Anatomy and Physiology II**  
Revise lab hours, course description, course outcomes and assessment methods

Discussion:

The concern was raised regarding number of credit hours to number of lab hours. Standard ratio is 1 cr / 22 lab hours. These proposals are asking for 33 lab hours and fall outside the structural guidelines of the SBCTC. Geary will meet with Laura and Rhonda to clarify and seek a resolution before the next meeting at which time these proposals will be reconsidered.

Resolution:

*Brendan made a motion to table these items pending follow-up with deans and Science faculty who will review rules and report in March. Geary seconded. Motion carried with one member abstaining.*

**Action:**

**Geary and/or Science faculty designee to report resolution at March 12 meeting.**

3. Proposal from Megan Jasurda to add the following new course:

- **PHED 204 Pilates and Stretch, 1 credit, 22 lab**  
Course offers continuation of PHED 104 with increased degree of difficulty.

Discussion:

Both levels of Pilates are now available. Enrollment numbers are very good for PHED 104. Assessment methods modifications include replacing the word “quality” with “qualify” and removing the dash directly after the letter grades so it does not appear to be a minus sign.

Resolution:

*Joel made a motion to approve with suggested modifications. Geary seconded. Motion carried. Effective Spring 2008.*

4. Proposal from John Krause and Butch Henderson to revise:
  - o **HDEV 080 Transitions, 2-7 credits/22-55 lecture/44-110 lab**  
Revise lecture and lab hours, update course description, course outcomes and assessment methods.

Discussion:

Original course was developed prior to Reynolds Metals layoffs and is designed for dislocated workers. LCC aims to instill the understanding that more education will aid in recouping lost wages. Revision to description provides more clarity to instructors regarding the expectations and outcomes of the course.

Resolution:

*Harry Blair made a motion to approve. Geary Greenleaf seconded. Motion carried. Effective Spring 2008.*

5. **ABE/ESL**, all courses, revise credits from 1-10 to 1-15 variable and lecture hours from 11-110 to 11-165.

Discussion:

Proposal will keep courses consistent with state guidelines regarding course credit calculation and will meet the needs of new ABE/ESL program guidelines. The revisions encourage more participation from students providing longer courses/longer quarter. There are six levels of state credit built into these courses resulting in flexible, measurable gains.

Resolution:

*Geary made a motion to approve, Lynn seconded. Motion carried. Effective Spring 2008.*

6. AA-DTA, Business Transfer (Portland State University)  
Is this degree a DTA or articulated AS?

Action:

**Jim Stanley and Mary Harding will meet to discuss Portland State and the need to recreate an agreement with them. Jim will report at March 12 meeting.**

7. MUSC 281 Contemporary Musicianship and Applications IV  
MUSC 282 Contemporary Musicianship and Applications V  
Should all MUSC program courses be added to the Restricted list? Course plans should reflect revised Gen Ed Outcomes and/or related Additional Prof/Technical Requirements.)

Action:

**Topic will be added to agenda as discussion item for March 12 meeting.**

Meeting adjourned at 3:50.