

CURRICULUM COMMITTEE MEETING REPORT

Mark Bergeson, Humanities
Harry Blair, Math
Pat Boerner, Student Development
Kristy Enser, Instruction Office Manager
Andrea Gillaspy, Learning Commons
Brendan Glaser, Dean for Workforce and Continuing Education
Geary Greenleaf, Dean of Instructional Programs
Kyle Hammon, Dean of Instructional Programs, and Chair
Joan Herman, Language and Literature, College Prep
Karen Joiner, Health Sciences, Physical Education, Public Services, and Education
Jon Kerr, Dean of Instructional Programs
Louis LaPierre, Natural Sciences
Lynn Lawrence, Registrar
Therese Montoya, Advising and Testing
Courtney Shah, Social Sciences
Jim Stanley, Business & Information Technology
Tim Veteto, Industrial Technology
Falcon Sprinkle, ASLCC Student Representative

To:	Committee Members
From:	Kyle Hammon
Subject:	Minutes from November 12, 2008 Meeting
Date:	November 13, 2008

Copies to:
Library
Laura Brener

The Curriculum Committee met Wednesday, November 12, at 3 p.m. in LIB 103.

Members Present: Mark Bergeson, Kristy Enser, Andrea Gillaspy, Kyle Hammon, Joan Herman, Karen Joiner, Louis LaPierre, Lynn Lawrence, Jim Stanley, Tim Veteto and Raymond Morrison, Activities VP, sitting in for Falcon Sprinkle, ASLCC Representative

Also Attended: Mary Leach (to meet Probationary obligation), and Fran Nelson, Recorder

Absent: Geary Greenleaf, Harry Blair, Pat Boerner, Therese Montoya, and Courtney Shah

Chair Kyle Hammon opened the meeting at 3:00. Members were given another opportunity to view meeting documents electronically as we practice using less paper. The committee will continue to work with IT to create a seamless process.

Proposals to delete courses:

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|-------------|--|---------------------|
| 1. Jon Kerr | ABE 011, 012, 013, 014, 015, 016 | 1-15 cr, 11-162 lec |
| 2. Jon Kerr | ESL 001 thru 006 and 011 thru 016 | 1-15 cr, 11-162 lec |

Discussion:

Courses as previously written now have new course titles and plans to align with the new ESL Level Descriptors mandated by the National Reporting System and newly adopted Washington State Adult Learning Standards and Indicators mandated by SBCTC.

Resolution:

*Joan Herman made a motion to approve, Jim Stanley seconded. Motion carried.
Effective Winter 2009.*

Proposals to add the following courses:

3. Jon Kerr **ABE 010 thru 016, 020 thru 026, 030 thru 036, 040 thru 046, 050 thru 056, 060 thru 066, 071 and 072** 1-20 cr, 11-220 lec
4. Jon Kerr **ESL 010 thru 016, 020 thru 026, 030 thru 036, 040 thru 046, 050 thru 056, 060 thru 066 071 and 072** 1-20 cr, 11-220 lec

Discussion:

New courses as written may be taught by themselves or as integrated sections. Wording of course descriptions, outcomes and assessment is mandated by the state in the endeavor to align curriculum. Wide range of credits is based on continual entry and number of hours spent in the classroom.

Resolution:

Tim Veteto made a motion to approve, Louis LaPierre seconded. Motion carried. Effective Winter 2009.

Proposal to add new course:

5. Andrea Gillaspay **LIBR 105, Finding & Evaluating Online Information** 2 cr, 11 lec, 22 lab

Discussion:

This course is on-line based whereas LIBR 101 is text and print based. LIBR 105 will give students all the available tools to locate and evaluate on-line sources aligning with LCC's "learning library" philosophy. New course will initially be a hybrid offering then eventually all on-line. Librarians will continue to play an important role in the classrooms. Course Outcomes bulleted item regarding citing is amended to read: Cite web sources in appropriate formats.

Resolution:

Lynn Lawrence made a motion to approve as amended, Joan Herman seconded. Motion carried. Effective Winter 2009.

Proposal to add new course:

6. Karen Joiner **AH 230, Management Issues in Health Care** 1 cr, 11 lec

Discussion:

Course is incorporated with 2nd year of nursing curriculum at the RN level with emphasis in legal, ethical, leadership and management issues. Will be offered as hybrid in winter quarter with two sessions held on campus with the balance on-line.

Resolution:

Andrea Gillaspay made a motion to approve, Louis LaPierre seconded. Motion carried. Effective Winter 2009.

Proposal to revise Degree:

7. Karen Joiner **Registered Nurse – AAS**

Discussion:

Proposal addresses needs of rural students in accessing nursing education through LCC's Rural Outreach in Nursing Education (RONE) by sequencing the required courses for the various options. State Board has already approved the options to the degree which shall be entitled: **Registered Nurse (122 credits); Registered Nurse-Transfer Option (80 credits); Registered Nurse-LPN2RN (82 credits); Registered Nurse-RONE (126 credits)**

Resolution:

Jim Stanley made a motion to approve, Mark Bergeson seconded. Motion carried. Effective Winter 2009.

Proposals to revise the following courses:

8. Jerri Weyer-presented by Karen Joiner **AH 131, Health Care Communication Skills I** Revise prerequisites

9. Jerri Weyer-presented by Karen Joiner **AH 132, Health Care Communication Skills II** Revise prerequisites

Discussion:

Prerequisites listed on both course plans are unclear. Items for future consideration include I-BEST fit, high school completion and entry tests.

ACTION ITEM for January 14 meeting

Items are tabled pending clarification from Jerri.

Proposal to add the following course:

10. Kam Todd-presented by Tim Veteto **MASP 223, Advanced CNC Processes** 2-6 cr, 11-13 lec, 22-66 lab

Discussion:

The addition of this course will not only allow LCC to offer three CNC courses but will raise the level of technology to meet industry standards. The course will expose the student to advanced machining practices on the CNC Machining Center and CNC Turning Center. Lab fee will not apply at this time however the amount of consumables will be monitored through the end of the current academic year.

Resolution:

Karen Joiner made a motion to approve, Jim Stanley seconded. Motion carried. Effective Winter 2009.

Proposal to revise Degree:

11. Kam Todd-presented by Tim Veteto **Machine Trades – AAS** Remove MASP 114 and add MASP 223 to program requirements

Discussion:

Degree revision has been approved by the program advisory committee. Revision will raise the students' level of knowledge in the use and set-up of CNC equipment to better meet the needs of industry. Total program credits are revised from 102 minimum to 98 minimum.

Resolution:

Karen Joiner made a motion to approve, Mark Bergeson seconded. Motion carried. Effective Fall 2008.

Proposals to revise the following courses:

12. Kam Todd-presented by Tim Veteto **MFG 230, Computer Integrated Manufacturing** Revise prerequisites to read MASP 221 or MASP 222

Discussion:

Prerequisites as written had no relationship to other courses in the degree.

Resolution:

Mark Bergeson made a motion to approve, Karen Joiner seconded. Motion carried. Effective Winter 2009.

13. Kam Todd-presented by Tim Veteto **MASP 112, Machine Shop II** Revise prerequisites to read 10 credits of MASP 107 and/or MASP 111
14. Kam Todd-presented by Tim Veteto **MASP 113, Machine Shop III** Revise prerequisites to read 10 credits of MASP 112
15. Kam Todd-presented by Tim Veteto **MASP 114, Machine Shop IV** Revise prerequisites to read 10 credits of MASP 113

Discussion:

Prerequisites are aligned with current degree and certificate requirements. Student success will be enhanced by these changes. Revisions were recommended by the advisory council.

Resolution:

Brendan Glaser made a motion to approve, Tim Veteto seconded. Motion carried. Effective Winter 2009.

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| 16. Kam Todd-presented by
Tim Veteto | MASP 221 , CNC Milling | Revise course title, description and
content |
| 17. Kam Todd-presented by
Tim Veteto | MASP 222 , CNC Turning | Revise course title, description and
content |

Discussion:

These proposals separate content into two distinct areas. Students can take a course in “Turning” or a course in “Milling” better meeting their needs and those of incumbent workers. Outcomes and assessment need to be aligned with course content on both course plans.

Resolution:

Jim Stanley made a motion to approve contingent on dean's approval of revised outcomes and assessment, Tim Veteto seconded. Motion carried. Follow-up in January 2009. Effective Winter 2009.

Proposals to add the following new course:

18. Megan Jasurda **DANC 100**, Introduction to Dance 2 cr, 11 lec, 22 lab

Discussion:

This proposal was originally presented in October but was tabled pending clarification regarding description, outcomes and transferability. Similar course transfers to most 4-year schools as a 2 credit humanity. Dance is currently listed on ICRC Guidelines as “Courses Generally Accepted in Transfer”. Course involves movement, strength, toning while exploring dance history, concepts, styles and principles, two texts and writing assignments. Under Gen Ed Outcomes Critical Thinking and Multiculturalism options should be looked at to see if any apply. Course Outcomes bulleted item regarding dance history is amended to read: Discuss dance history in America.

Resolution:

Andrea Gillaspy made a motion to approve, Mark Bergeson seconded. Motion carried. Effective Fall 2008.

Informational Items:

- Catalog will be printed this spring and all course descriptions are to be reviewed and revised if necessary. Printed copies of the catalog are to be on campus June 01, 2009. All course plans need to be converted to the new form listing applicable Gen Ed Outcomes and/or Prof/Tech Requirements.
- A new transfer degree (not a DTA) with Portland State is being customized by Mary Harding and Laura. Jim Stanley will transmit the document electronically to the committee by December 8. Members will review and advise electronically no later than December 15.
- The suggestion was made to insert a checkbox on the new course proposal form to indicate any additional support that may be needed.

The meeting adjourned at 4:50. The next meeting will be held Wednesday, January 14 @ 3:00 in LIB 103.