

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	Copies to:
From:	Kyle Hammon	Library
Subject:	Minutes from January 14, 2009 Meeting	Laura Brener
Date:	January 15, 2009	

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

Members Present: Mark Bergeson, Harry Blair, Pat Boerner, Kristy Enser, Andrea Gillaspy, Kyle Hammon, Joan Herman, Karen Joiner, Jon Kerr, Louis LaPierre, Lynn Lawrence, Courtney Shah, Jim Stanley, Tim Veteto

Also Attended: Judy VanderMaten, Jerri Weyer, and Fran Nelson, Recorder

Absent: Brendan Glaser, Geary Greenleaf, Therese Montoya, and Falcon Sprinkle, ASLCC Representative

Chair Kyle Hammon opened the meeting at 3:00.

Proposals from Jerri Weyer to revise prerequisites:

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| 1. AH 131, Health Care Communication Skills I | Prerequisites now read: None |
| 2. AH 101, Health Care Foundations I | |
| 3. AH 132, Health Care Communication Skills II | Prerequisites now read: Must have received a grade of C or better in AH 131 or equivalent. |
| 4. AH 102, Health Care Foundations II | Prerequisites now read: Must have received a grade of C or better in AH 101. |

Discussion:

Removed the "High School Diploma or GED certificate" requirement from prerequisites. The HOC courses are open to all students and HOC requires no further education after certification. Course plans are now indicative of current practice.

Resolution:

*Andrea Gillaspy made a motion to approve, Tim Veteto seconded. Motion carried.
Effective Fall 2008.*

ACTION ITEM for February 11 meeting – to be initiated by Jerri Weyer:

HOC Program Planners will be revised to ensure program requirements correlate across all documents. The suggestion was made to add a statement such as "High School diploma or GED certificate may be required by employer." to the Prerequisites/Admission Requirements section of the planners.

Proposals from Rick Atkins:

5. FISC 220, Wildland Firefighter II	Revise credits/lecture from 4 cr/44 lec to 3 cr/33
6. Fire Science – AAS	Revise total co-op credits and program requirements

Discussion:

FISC 220 credits/lecture revised to reflect actual course demand. Instructional hours to provide content more in line with the fire service recommendations. The fire service typically covers the content in 3 credits. This course is offered every other year.

Program revised based on advisory board approval. Co-op education credit requirements increased from 5 to 15. Additional learning objectives have been established for each of the four quarters of co-op participation. Three program requirement courses (FISC 129, 170 & 220) are moved to elective status. Most students will opt to take FISC 170 to complete the degree.

Total degree credits remain at 90.

Resolution:

*Courtney Shah made a motion to approve, Jim Stanley seconded. Motion carried.
Effective Fall 2009.*

Proposal from Judy VanderMaten:

7. ART 152B, Intermediate B/W Photography- Document Photography	Revise Title, Description, Outcomes & Assessment
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Discussion:

Title provides a broader, more accurate description of what is covered and relates more to the course being in an Art department by removing the word "Photojournalism" that may imply that writing and photography are equal parts of the class. The description is revised to show additional aspects of the course that were already reflected in the course outcomes. Assessment methods are revised to reflect current practice.

Resolution:

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

Proposals from Jim Stanley:

8. ACCT 294, Career Success	Modify descriptions and assessment methods
9. BTEC 294, Career Success	
10. BUS 294, Career Success	

Discussion:

Courses are all taught in one classroom with one instructor for "job readiness", however, students, outside of Business, are choosing these courses as electives creating the need to modify course assessment by adding a project for those students. The following statement has been added to each of the course plans under Assessment Methods: Students enrolled in this course, who are outside of the ACCT-or BTEC-or BUS discipline, will write a summary paper of applied course objectives in lieu of taking the ACCT-or BTEC-or BUS exit exam. Course descriptions for each course now include the following: This course is intended for ACCT-or BTEC-or BUS students in their second year. Students should enroll in this course during one of the last two quarters of their program.

Resolution:

*Louis LaPierre made a motion to approve, Lynn Lawrence seconded. Motion carried.
Effective Winter 2009.*

Proposal from Karen Joiner:

11. NURS 247, Clinical Practicum	Revise description, assessment, prerequisites
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Discussion:

Course description and assessment reworded for clarity. Prerequisites revised to list only NURS 246 which reflects current practice.

Resolution:

*Mark Bergeson made a motion to approve, Andrea Gillaspay seconded. Motion carried.
Effective Summer 2009.*

Informational Items:

12. Course Plan Proposal Form

Revised by adding an area addressing requirements of Library and/or Technology resources.

Discussion:

This addition strongly supports Accreditation Standard 5 by tying in curriculum needs with library services. The new course plan proposal form along with supporting instructions is available on LCC's website.

Resolution:

*Louis LaPierre made a motion to approve, Karen Joiner seconded. Motion carried.
Effective Winter 2009.*

13. New Portland State transfer degree (not DTA) process is on hold per Jim Stanley.

14. One quarter of course plans are to be reviewed and updated as necessary this year. Grid schedule has been resurrected to be used as an aid in this process. Gen Ed Outcomes should be reflected or addressed in Course Outcomes to prove measurability and assessment. Catalog pages have been returned to Kristy. Changes/modifications will be reported to Curriculum Committee as informational items.

ACTION ITEM for February 11 meeting – to be initiated by Brendan Glaser:

MASP 221 and MASP 222 – Outcomes and assessment to be revised to reflect course descriptions. Course plans were approved in November contingent on approval of these revisions.

The meeting adjourned at 4:30. The next meeting will be held Wednesday, February 11 @ 3:00 in LIB 103.