

CURRICULUM COMMITTEE MEETING REPORT

Mark Bergeson, Humanities
Harry Blair, Math
Pat Boerner, Student Development
Kristy Enser, Instruction Office Manager
Andrea Gillaspay, Learning Commons
Brendan Glaser, Dean for Workforce and Continuing Education
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
Cleat Hustoft, ASLCC Student Representative

To:	Committee Members	Copies to:
From:	Kyle Hammon	Library
Subject:	Minutes from April 08, 2009 Meeting	Laura Brener
Date:	April 09, 2009	

The Curriculum Committee met Wednesday, April 08, at 3 p.m. in MAN 148.

Members Present: Mark Bergeson, Harry Blair, Pat Boerner, Kristy Enser, Brendan Glaser, Kyle Hammon, Joan Herman, Sharon Layton (for Karen Joiner), Jon Kerr, Louis LaPierre, Lynn Lawrence, Therese Montoya, Courtney Shah, Jim Stanley, and Cleat Hustoft, ASLCC Representative

Also Attended: Sue Yarbrough (for Karen Joiner), Dave Cordero (for Louis LaPierre), Pete Livins, Gary Nyberg, Mary Leach, Rhonda Meyers, and Fran Nelson, Recorder

Absent: Lynn Lawrence

Chair Kyle Hammon opened the meeting at 3:05.

Proposals from Courtney Shah:

- | | | |
|---------------|--|---|
| 1. New Course | HIST& 215 , History of U.S. Women, 5 cr, 55 lec | Add as Intermittent Capstone and as permanent Cultural Diversity course |
|---------------|--|---|

Discussion:

Course is designed to expand history offerings beyond the entry-level survey courses. Also expands multicultural offerings to further the gen ed outcome of diversity. Will transfer to WSU as a history, sociology, or a women's studies course making the course a candidate for an Intermittent Capstone. Students have expressed interest in examining gender in a historical context. Course meets criteria to be considered as a Cultural Diversity course.

Resolution:

Brendan Glaser made a motion to approve, Cleat Hustoft seconded. Motion carried. Effective Fall 2009.

Proposals from Mary Leach

- | | |
|---------------|--|
| 2. New Course | HUMN 116 , Humanities I, 5 cr, 55 lec |
| 3. New Course | HUMN 117 , Humanities II, 5cr, 55 lec |
| 4. New Course | HUMN 118 , Humanities III, 5 cr, 55 lec |

Discussion:

Courses are designed as a sequence of humanities courses offering a survey of the major influences,

artists, and masterpieces of art, music, literature, philosophy, and architecture. Will provide students with opportunities to both acquire foundational knowledge in the liberal arts as well as opportunities for analysis, reflection, and exploration of the relationships between disciplines in the humanities. Courses may be offered in various formats depending upon the needs of on-campus and distance ed populations. HUMN 116 will be offered in Fall 2009 for the first time while 117 and 118 have already been offered - to the students' rave reviews! Instructor is working with Reference Librarian to ensure adequate resources are available.

Resolution:

*Items 2, 3, & 4 were presented as a block. Andrea Gillaspy made a motion to approve, Brendan Glaser seconded. Motion carried.
Effective Fall 2009.*

Proposal from Dale Groff/Michael Kohlmeier, presented by Kyle Hammon

5. New Course MUSC 174, Jam Band 101, 2 cr, 44 lab

Discussion:

Course will provide a creative opportunity for students and community members who would like to play in a band, but don't want the formality or genres of courses such as Orchestra or Jazz Band. Students will play instruments in a group setting. In the future Digital Audio students may take this course as part of the professional/technical program. Gen Ed achievements in Interpersonal Skills were added at the suggestion of the committee.

Resolution:

*Brendan Glaser made a motion to approve, Sue Yarbrough seconded. Motion carried.
Effective Spring 2009.*

Proposals from Gary Nyberg

6. Course Revision MUSC 126, Applied Music I, 1 cr, 22 lab
7. Course Deletion MUSC 127, Applied Music, 1 cr, 11 lec
8. Course Deletion MUSC 128, Applied Music, 1 cr, 11 lec

Discussion:

MUSC 126 I has been realigned to encompass elements from MUSC 127 and 128. Course title now reads "Applied Music I", lecture hours are deleted and lab hours are added at 22. Course description more clearly defines current practice and now states "may be repeated three times for credit". The course is designed for first year music majors planning to complete a BA in music, for those minoring in music, or for students in the Audio Production or Technology programs. Assessment has been revised to read only: *Attendance* and performance*. MUSC 127 and 128 are to be deleted.

*Kyle will advise if "attendance" is to be used as an assessment indicator.

9. Course Revision MUSC 226, Applied Music II, 1 cr, 22 lab
10. Course Deletion MUSC 227, Applied Music, 1 cr, 11 lec
11. Course Deletion MUSC 228, Applied Music, 1 cr, 11 lec

Discussion:

MUSC 226 I has been realigned to encompass elements from MUSC 227 and 228. Course title now reads "Applied Music II", lecture hours are deleted and lab hours are added at 22. Course description more clearly defines current practice and now states "may be repeated three times for credit". Prerequisites now read: "Instructor permission, proficiency in instrument or voice". The course is designed for second year music majors planning to complete a BA in music, for those minoring in music, or for students in the Audio Production or Technology programs. Course outcomes have been updated and assessment has been revised to read only: *Attendance* and performance*. MUSC 227 and 228 are to be deleted.

*Kyle will advise if "attendance" is to be used as an assessment indicator.

Resolution:

Items 6 and 9 (revisions) were presented as a block. Sue Yarbrough made a motion to approve, Joan Herman seconded. Motion carried.

Items 7, 8, 10, and 11 (deletions) were presented as a block. Courtney Shah made a motion to approve, Andrea Gillaspy seconded. Motion carried.

Effective Fall 2009.

Proposals from Jim Stanley:

12. Revise Course **ACCT& 203**, Principles of Accounting III, 5 cr, 55

Discussion:

Course description changed to reflect objective of the course and current practice. Course outcomes updated.

13. New Course **ACCT 260**, Certified Bookkeeper Prep, 5 cr, 55 lec

Discussion:

Course will replace ACCT 294 and is for second year students only. Prepares students for the AICB exam, although the exam is not required. Provides opportunity for those already employed to refresh skills before entering the marketplace.

14. Suspend Course **ACCT 294**, Career Success, 2 cr, 22 lec

Discussion:

The co-op education required as a seminar component in ACCT 289 is duplicated in ACCT 294. Since the co-op education is a critical piece of the Accounting Technician program it is feasible to drop ACCT 294 without students totally losing out on the benefits of the course. Course may be deleted at a later date.

15. Revise AAS **Accounting Technician, AAS**

Discussion:

Remove ACCT 294 requirement (2 credits) and add ACCT 260 (5 credits). This will increase the number of credits required to graduate from 92-93 to 95-96.

Resolution:

Items 12 through 15 were presented as a block. Dave Cordero made a motion to approve, Andrea Gillaspay seconded. Motion carried. Effective Fall 2009.

Proposals from Rhonda Meyers:

16. Revise Course **BIOL& 260**, Microbiology, 5 cr, 33 lec, 44 lab

Discussion:

Prerequisite revised to read: BIOL&242 or BIOL 201 or instructor permission (was BIOL 107 or instructor permission). Students who have already taken BIOL 221 and 222 need to be able to register for this course as it was filling with BIOL 170 students. This will eliminate the need to block out priority registration and having to distribute entry codes to those in BIOL 222. BIOL 201 will be for students who are going into a field such as physical therapy and need Micro but not A&P. Course Outcomes will be reviewed and amended as necessary.

17. Revise Course **BIOL& 241 (was BIOL 221)**, Human Anatomy and Physiology I, 6 cr, 49.5 lec,33 lab

Discussion:

Course number is changed due to CCN, however, not all of these courses are equivalent across the state. Our sequence of subject matter is the same as at most community colleges but feel we should add the following disclaimer: "This course may not be transferrable unless the entire sequence (BIOL& 241 and BIOL& 242) is taken at LCC."

18. Revise Course **BIOL& 242 (was BIOL 222)**, Human Anatomy and Physiology II, 6 cr, 49.5 lec,33lab

Discussion:

Course number is changed due to CCN. No other changes.

Resolution:

Items 16, 17 & 18 were presented as a block. Andrea Gillaspay made a motion to approve, Dave Cordero seconded. Motion carried. Effective Fall 2009.

Proposal from Pete Livins

19. Revise Course **ASTR 110**, Descriptive Astronomy, Revised from:
5 cr, 44 lec, 22 lab. 3 or 5 cr, 33 lec, 44 lab

Discussion:

A 2-hour lab is sufficient for introductory astronomy activities/scheduling is less cramped; 3-credit option is being phased out. Gen Ed Outcomes amended as suggested to more clearly define student achievements in Numeracy. Instructor will communicate with Reference Librarian as to additional requests/needs for library resources.

Resolution:

*Brendan Glaser made a motion to approve, Harry Blair seconded. Motion carried.
Effective Spring 2009.*

Proposals from Brendan/Jon

20. Revise Course **TECH 075**, Introduction to Technical Reading/Writing, 5 cr, 55 lec

Discussion:

Course renumbered from TECH 070. No other changes. Change done to accommodate addition of new course TECH 070 (Review of Math Fundamentals) which mirrors MATH 070.

21. New Course **TECH 070**, Review of Math Fundamentals, 5 cr, 55 lec
22. New Course **TECH 091**, Pre-Algebra, 5 cr, 55 lec

Discussion:

Courses added to mirror MATH 070 and 091 and are offered to I-BEST students but are open to all. Courses are taught clustered together, use the same entry process (COMPASS). Courses taken as MATH would primarily be for transfer students while TECH courses would be taken by Voc students.

23. Revise Course **MATH 070**, Review of Math Fundamentals, 5 cr, 55 lec

Discussion:

Course description now includes the following: "Credit cannot be earned for both MATH 070 and TECH 070.

24. Revise Course **MATH 091**, Pre-Algebra, 5 cr, 55 lec

Discussion:

Course description now includes the following: "Credit cannot be earned for both MATH 091 and TECH 091. Prerequisites revised by stating "MATH 070 or TECH 070 with a grade of C or better-----"

Resolution:

*Items 20 through 24 were presented as a block. Harry Blair made a motion to approve, Sue Yarbrough seconded. Motion carried.
Effective Spring 2009.*

Proposals from Brendan Glaser

25. Revise Course **MFG 105**, Industrial Safety, 2 cr, 22 lec

Discussion:

Credits/lecture revised from 3/33 to 2/22, course description, student outcomes and assessment methods revised to eliminate duplication/overlap with HLTH 100.

26. Revise Course **MFG 205**, Industrial Safety, 3 cr, 33 lec

Discussion:

Credits/lecture revised from 5/55 to 3/33, course description and student outcomes revised to eliminate redundancy with BUS 144, Human Relations course. Five credits of instruction is not needed to cover the material.

27. New Course **PMFG 110**, Industrial Maintenance Fundamentals, 5 cr, 55 lec

Discussion:

Course addresses industry-identified skills and knowledge needed for successful performance in process manufacturing environments - geared to the production operator.

28. New Course **PMFG 150**, Electrical & Electronic Fundamentals, 5 cr, 55 lec

Discussion:

Course is an introduction to the nature and principles of electricity and electrical/electronic devices (AC and DC).

29. New Course **PMFG 151**, Process Control Equipment, 5 cr, 55 lec

Discussion:

Provides an overview of process control equipment for operating personnel in industries utilizing process manufacturing techniques. Old Pulp class has been redesigned to fit more industries. Student Outcomes are still being refined.

30. New Course **PMFG 152**, Process Control Systems, 5 cr, 55 lec

Discussion:

Course provides an overview of process control systems for operating personnel in industries utilizing process manufacturing techniques. This course ties the above courses together.

31. New Course **PMFG 201**, Electrical Control Equipment, 3 cr, 33 lec

Discussion:

Course is renumbered from IMT 201. New course is more refined. Introduces operation, troubleshooting and adjustment of various types of electrical control equipment.

32. New Course **PMFG 202, Electric Motors, 2 cr, 22 lec**

Discussion:

Course is renumbered from IMT 202. New course is more refined. Covers concepts, maintenance and testing of AC and DC motors.

33. New Course **PMFG 210, Advanced Industrial Maintenance, 5 cr, 55 lec**

Discussion:

Explores more advanced industrial maintenance topics, including preventative maintenance, centrifugal pump repair, valve repair, rigging and lifting, vibration analysis, and shaft alignment.

Resolution:

Items 25 through 33 were presented as a block. Mark Bergeson made a motion to approve, Jon Kerr seconded. Motion carried.

Effective Fall 2009.

34. New COP **Process Manufacturing, COP** 64 credits

Discussion:

Designed to prepare production operators for industries using high technology equipment and processes. Producers of coated steel, biofuels, energy, petrochemicals, pulp and paper, pharmaceuticals, food, and dimensional lumber, are some of the industries that use automation to control production processes.

Effective Fall 2009.

35. New COC **Fundamentals of Manufacturing, COC,** 24 credits

Discussion:

Manufacturing companies are looking for employees who understand basic manufacturing processes and can work safety and efficiently in a production environment. This certificate provides the basic skills needed for many entry-level manufacturing jobs.

Effective Spring 2009.

36. New AAS **Advanced Manufacturing Technology, AAS** 102 credits

Discussion:

Prepares graduates to work in a wide variety of manufacturing positions. Students acquire a wide range of skills and knowledge applicable to a number of different industries. In addition, it prepares them for future opportunities to gain specialized skills and move into more advanced technical positions.

Effective Fall 2009.

37. Revise COP **Manufacturing Occupations, COP** 47-49 credits

Discussion:

Provides a strong foundation in production, machining, and welding processes giving access to many jobs in industries that utilize machine tools and fabrication processes to produce goods. The certificate also provides courses that can be applied to more specialized degrees and certificates, allowing graduates to add to their skills as they advance in their careers.

Effective Fall 2009.

38. Revise AAS **Pulp & Paper Manufacturing Technology, AAS** 95 credits

Discussion:

Modern pulp and paper manufacturers use high tech equipment to control critical production processes. Skilled operators and technicians are needed to operate, maintain, and monitor the highly specialized equipment used by this industry. This degree prepares graduates for entry-level employment and advancement in pulp and paper and other industries using process manufacturing techniques such as petrochemicals, coated steel, food processing, and semiconductors.

Effective Fall 2009.

Resolution:

Items 34 through 38 were presented as a block. Cleat Hustoft made a motion to approve, Andrea Gillaspy seconded. Motion carried. See effective dates above.

Informational Items:

Courses reviewed, information transferred to new forms, Gen Ed Outcomes, and Prof/Tech Requirements updated. No other changes.

ECED 070, Math Methodology
ECED 091, Math Methodology for Educators II
ECED 092, Math Methodology for educators III
ECED 102, Building Bridges Early Childhood Guidance
ECED 105, Caring for Infants and Toddlers
ECED 109, Literature and Language Development for Young Children
ECED 110, Basics of Childcare
ECED 115, Health, Safety and Nutrition for Young Children
ECED 126, Practicum I
ECED 127, Practicum II
ECED 128, Practicum III
ECED 130, Introduction to Early Childhood Education
ECED 204, Music and Movement for Young Children
ECED 205, Management & Operations of Early Childhood Centers
ECED 209, Early Childhood Mentor Development
ECED 215, Early Childhood Curriculum Development
ECED 216, Family Systems
ECED 219, Math, Science & Computers in Early Childhood
ECED 220, Arts and Crafts for Young Children
ECED 260, Practicum IV
EDUC& 114, Child Development
EDUC 115, Education and the Law
EDUC& 203, Exceptional Child (was Young Children with Special Needs)
EDUC 205, Introduction to Education
EDUC 214, Instructional Strategies
EDUC 215, Classroom Management

Courses renumbered, information transferred to new forms. No other changes.

COLL 093 (was INDV 093), Test Taking
COLL 094 (was INDV 094), Note Taking
COLL 096 (was INDV 096), Textbook Reading Techniques
COLL 191 (was INDV 191), Introduction to Tutoring
ENGL 065 (was INDV 065), Reading and Writing Basics
ENGL 069 (was INDV 069), Second Language Grammar and Writing
ENGL 072 (was INDV 072), Sentence and Paragraph Structure
ENGL 073 (was INDV 073), The Three-Part Formal Essay
ENGL 075 (was INDV 075), Reading and Writing Improvement
ENGL 091 (was INDV 091), Basic Spelling
ENGL 092 (was INDV 092), Advanced Spelling
ENGL 095 (was INDV 095), Vocabulary Building
ENGL 099 (was INDV 099), Self-paced Learning Lab Practicum
ENGL 104 (was INDV 104), Accelerated Review of Grammar/Punctuation
MATH 050 (was INDV 050), Review Math – Whole Numbers
MATH 051 (was INDV 051), Review Math – Fractions
MATH 052 (was INDV 052), Review Math – Decimals
MATH 053 (was INDV 053), Review Math – Ratios, Proportions and Percents
SPAN 097 (was INDV 097), Spanish Grammar for Beginners: Present Tense Verbs
SPAN 098 (was INDV 098), Spanish Grammar for Beginners:
Agreement of Nouns and Modifiers
ABE 070 (was ABE 071), Educational Interview-ABE
ESL 070 (was ESL 071), Educational Interview-ESL

Action Item carried forward:

1. Brendan Glaser **MASP 221** and **MASP 222**
Revise outcomes and assessment to reflect course descriptions.

Reminder - All course plans need to be converted to the new form listing applicable Gen Ed Outcomes and/or Prof/Tech Requirements.

The meeting was adjourned at 5:15. The next meeting will be held Wednesday, May 13, 2009 @ 3:00 in LIB 103.