

CURRICULUM COMMITTEE MEETING REPORT

Mark Bergeson, Humanities
Dave Cordero, Natural Sciences
Dawn Draus, Math
Kristy Enser, Instruction Office Manager
Andrea Gillaspy, Library Services
Brendan Glaser, Dean for Workforce and Continuing Education
Kyle Hammon, Dean of Instructional Programs, and Chair
Joan Herman, Language and Literature
Karen Joiner, Nursing and Allied Health
Jon Kerr, Dean of Instructional Programs, Director of Library Services
Helen Kuebel, Assistant Dean and Director of Nursing
Lynn Lawrence, Registrar
Therese Montoya, Advising and Testing
Charlotte Persons, Transitional Studies
Courtney Shah, Social Sciences
Jim Stanley, Business & Information Technology
Mary Stone, Student Development Department
Larry Woodruff, Industrial Technology
Justin Williams, ASLCC Student Representative

To:	Committee Members	Copies to:
From:	Kyle Hammon	Library
Subject:	Minutes from May 12, 2010 Meeting	Laura Brener
Date:	May 14, 2010	Meghan DeGallier

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

Members Present: Mark Bergeson, Dave Cordero (for Louis LaPierre), Dawn Draus, Kristy Enser, Andrea Gillaspy, Brendan Glaser, Kyle Hammon, Joan Herman, Kathy Stafford (for Karen Joiner), Pat Boerner (for Lynn Lawrence), , Jon Kerr, Therese Montoya, Charlotte Persons, Courtney Shah, Jim Stanley, Mary Stone, Larry Woodruff , and Justin Williams (for Alina Nestjorkina), ASLCC Representative

Also Attended: Rick Atkins, Ralph Benefiel, Elizabeth Engel, Louis LaPierre, Dennis Shaw, and Fran Nelson, Recorder

Absent: Helen Kuebel

The meeting opened at 3:00 with welcome comments from chair, Kyle Hammon, and introductions around the table.

Those involved in the Curriculum Review process were reminded of their charge – analyze the curriculum at the course level and more broadly, then to give a brief presentation to the Curriculum Committee summarizing their findings. The desired outcome of this action will show us how to further improve teaching and learning at Lower Columbia College. All items need not be completed at the time the Action Plan is prepared. Detailed Curriculum Review criteria and forms may be accessed from the Internal Page and clicking on:

1. Committees / Curriculum / Course Plans – or –
2. Faculty Resources / Faculty Tools / Course Plans

Curriculum Review:		
1. Dennis Shaw	Sociology (SOC)	
Discussion: The addition of a course on Social Problems would restore our curriculum to the status quo of most community college sociology offerings. The most immediate challenge is the development of a course on Race and Ethnicity that would be true to the latest revisions in the diversity requirement. Introductory sociology has been offered as an integrative studies format and will continue to be so over the next two years. The department is encouraged to help develop the library collections by submitting book recommendations.		
Resolution: <i>Courtney made a motion to approve; Dave seconded. Motion carried. Effective Spring 2010.</i>		
Curriculum Review:		
2. Dave Cordero	Earth Sciences (ERSI, GEOG, GEOL, OCEA&)	
Discussion: No new courses are being contemplated in the earth sciences at this time but a human geography course is being piloted in Fall 2010 with a social science perspective. Supplies for the earth science courses are adequate. Students have an ample supply of samples to study as well as numerous maps, charts, gloves, and models. From the comparison chart of courses provided at other colleges in the area it would seem that GEOL 170 and ASTR 110 could be changed over to the Common Course Numbering system. Kristy received approval from SBCTC for these changes (5-13-10) and the fall schedule will reflect the common course numbers. GEOL 170 will be GEOL& 208 and ASTR 110 will be ASTR& 101 effective Fall 2010. LCC's course plans will be updated accordingly.		
Resolution: <i>Mark made a motion to approve; Andrea seconded. Motion carried. Effective fall 2010.</i>		
Prof/Tech Curriculum Reviews:		
3. Rick Atkins	Fire Science Technology (FISC)	
Discussion: Resources rated as good to excellent include library, eLearning, supplemental instructional services. Equipment provided by the college is good, however much of the equipment used in skills classes is provided by fire service agencies at their facilities. An agreement needs to be implemented with the local fire service agencies to facilitate the Basic Firefighter Skills class each fall quarter to provide consistency and greater opportunities for the non-tech prep students who enter the program. An articulation agreement with Vancouver Fire Department and Clark County Fire & Rescue would allow awarding certain credits for graduates of their joint firefighter skills training academy who enroll in LCC's Fire Science Technology Program. As a result of this review, three courses were recommended for deletion. These courses will be added to the Curriculum Review as part of Item 5 and the Action Plan will include ensuring assessment section in <u>course plans</u> lists written assignments. These deletions do not affect any certificate or degree.		
• FISC 112	Intermediate Fire Fighting Skills	5 cr, 33 lec, 44 lab
Rationale: Course no longer exists since the content was absorbed into FISC 111 5 years ago.		
• FISC 175	First Responder	6 cr, 66 lec
Rationale: Course originally created for Tech Prep students in 2001 but was never offered and probably never will be.		
• FISC 204	Report Writing for Firefighters	5 cr, 55 lec
Rationale: This was a WAOL class from about 10 years ago which was never conducted. It will not be offered in the future.		

4. Rick Atkins	Occupational Safety & Health (HLTH 100)
-----------------------	--

Discussion:

HLTH 100 is a single stand-alone 3 credit class which is utilized as a single class in a variety of other vocational programs at LCC. OSHA standards are covered in the first four weeks with 1st Aid/CPR for the health care provider covered in the second four weeks. There will be a significant CPR change by the American Heart Association in 2011. The curriculum continues to be updated due to new regulations and current events.

Resolution:

Karen made a motion to approve the reviews as amended and deletions; Joan seconded. Motion carried. Effective Fall 2010

Proposals from Elizabeth Engel to:

5. delete course	MEDA 121 , Healthcare Law	1 cr, 11 lec
6. revise course	MEDA 122 , Law and Ethics for the Medical Office	2 cr, 22 lec
7. revise course	MEDA 161 , Examining Room Procedures I	4 cr (was 3), 33 lec (was 22), 22 lab

Rationale: Medical law and ethics for the medical office can be taught and learned more efficiently when combined in a two-credit course. The state-mandated seven hours of HIV/AIDS education is more appropriate for MEDA 161. Content from MEDA 121 is now combined in MEDA 122 and MEDA 161.

8. delete course	MEDA 146 , Invasive Procedures	2 cr, 11 lec, 22 lab
9. revise course	MEDA 145 , Medical Laboratory Techniques	6 cr (was 4), 44 lec (was 22), 44 lab

Rationale: For efficiency at many levels – including course distribution, teaching and learning – these courses with shared topics should be merged into one lecture and lab course. Content from MEDA 146 is now included in MEDA 145.

10. delete course	MEDA 164 , Medical Administration & Injections	1 cr, 22 lab
11. revise course	MEDA 165 , Medications in Medical Assisting & Disease	4 cr (was 3), 33 lec, 22 lab (was 0)

Rationale: For efficiency at many levels – including course distribution, teaching and learning – these courses with shared topics should be merged into one lecture and lab course. Content from MEDA 164 is now included in MEDA 165.

12. revise course	MEDA 190 , Medical Assisting Externship	5 cr (was 6), 165 clinical (was 180)
--------------------------	--	--------------------------------------

Rationale: 165 hours are sufficient for program accreditation purposes and for student success.

13. revise course	MEDA 195 , Medical Assisting Seminar	2 cr (was 1), 22 lec (was 11)
--------------------------	---	-------------------------------

Rationale: One credit was not sufficient to adequately cover the material since more emphasis is put on preparation for the certification exam and adding a seminar on emergency preparedness (a mandatory addition to the program required by CAAHEP).

The above revisions to MEDA courses affect the following:

14.	Medical Assisting, COP	total credits are unchanged (61-68)
15.	Medical Assisting, AAS	total credits are unchanged (90-97)

Discussion:

Student and faculty feedback indicated the program felt fragmented and that a number of small-credit courses could be combined. The sequence of courses is improved for a more even and reasonable course load distribution. Feedback also suggested that by giving the program a summer start, rather than fall, to include MEDA 101, student will be better prepared for the demands of MEDA 120. Minor discrepancies were remedied in course credits and objectives as well as a general review and clean-up in course descriptions and objectives.

Resolution:

Mary made a motion to approve with suggested amendments; Lynn seconded. Motion carried. Effective Fall 2010

<i>Proposals from Brendan Glaser & Ralph Benefiel:</i>		
16. new course	PMFG 220 , Introduction to Renewable Energy	5 cr, 55 lec
Discussion: Course is being developed to provide an introduction to renewable energy sources as part of the Pulp and Paper grant. This course will be considered a Natural Science for the AAS degree only and will be considered a restricted elective on the DTA. This course will serve local companies addressing issues such as bio fuels, energy considerations, solar, interest for involvement into the “green” movement, pollution reduction, efficient manufacturing, and will integrate technology and thinking that goes along with this understanding. Courses suggested for prerequisites will be: ENGL 100, 101 or 110 (ENGL 110 recommended) and MATH 092, or instructor permission. Citizenship was added to the Gen Ed Outcomes and minor wording changes were suggested for student outcomes.		
Resolution: <i>Andrea made a motion to approve with suggested amendments; Jim seconded. Motion carried. Effective Fall 2010</i>		
17. revise course	PMFG 150 , Electrical & Electronic Fundamentals	6 cr(was 5), 44 lec(was 55), 44 lab
Discussion: Credits are increased and lecture decreased to allow for lab time to fulfill student feedback requests. Description wording was updated and minor changes were suggested to student outcomes and assessment. Advanced Manufacturing Technology AAS and Process Manufacturing COP will be affected by this credit change and will be revised outside of this meeting.		
Resolution: <i>Dawn made a motion to approve with suggested amendments; Courtney seconded. Motion carried. Effective Fall 2010</i>		
Curriculum Review:		
18. Louis LaPierre	Environmental Science (ENVS)	
Resources rated as good to excellent include library, electronic resources, technology, supplemental instructional services, and staffing. Facilities needs will be met with the completion of the new building. No foreseeable changes will be made to the curriculum with the exception of four course deletions. Deletions are requested because these courses have not been offered in quite some time and there are no plans to offer these courses in the future. These deletions do not affect any certificate or degree.		
• ENVS 110	Intertidal Ecology & Wilderness Experience	2 cr, 22 lab
• ENVS 120	Natural History & Environment	3 cr, 33 lec
• ENVS 130	Study Abroad: Tropical Ecosystems	3 cr, 11 lec, 44 lab
• ENVS 210	The Environmental Physics of Energy	5 cr, 55 lec,
Resolution: <i>Karen made a motion to approve the review and deletions; Courtney seconded. Motion carried. Effective Fall 2010</i>		
Curriculum Review:		
19. Courtney Shah	History (HIST)	
Courses are being considered for development to expand the offerings of 200-level courses in an effort to increase availability of history offerings that meet the diversity and capstone requirements. The 100-level courses are in line with the typical first year history offerings for the major public universities in the state. The shift to the World Civ sequence (from Western Civ) reflects the changes within the field to focus on a more diverse, world focus from the more traditional European focus. Courses that will be reworked include HIST 126, 127 and 128 to accommodate scheduling and HIST 254 would be offered at least every other year. As a result of the review the following course is proposed for addition to the current diversity list:		

Informational Items due to Gen Ed updates, general housekeeping:		
1. revise course	HIST& 116 , Western Civilization I	5 cr, 55 lec
2. revise course	HIST& 117 , Western Civilization II	5 cr, 55 lec
3. revise course	HIST& 136 , U.S. History I	5 cr, 55 lec
4. revise course	HIST& 137 , U.S. History II	5 cr, 55 lec
5. revise course	HIST 254 , History of Washington & the Pacific NW	5 cr, 55 lec

Meeting was adjourned at 5:15. The next meeting will be Wednesday, May 26, 2010.