

CURRICULUM COMMITTEE MEETING REPORT

Mark Bergeson, Humanities
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 & Allied Health
Jon Kerr, Dean of Instructional Programs, Director of Library Services
Helen Kuebel, Assistant Dean and Director of Nursing
Louis LaPierre, Natural Sciences
Lynn Lawrence, Registrar
Chad Meadors, Advising and Testing
Charlotte Persons, Transitional Studies
David Rosi, Business & Information Technology
Courtney Shah, Social Sciences
Mary Stone, Student Development Department
Larry Woodriff, Industrial Technology
Justin Williams, ASLCC Student Representative

To: Committee Members	Copies to:
From: Kyle Hammon	Library
Subject: Minutes from October 13, 2010 Meeting	Laura Brener
Date: October 14, 2010	Meghan DeGallier

The Curriculum Committee met Wednesday, October 13, at 3:00 p.m. in LIB 103.

Members Present: Mark Bergeson, Kristy Enser, Andrea Gillaspy, Brendan Glaser, Kyle Hammon, Joan Herman, Karen Joiner, Jon Kerr, Helen Kuebel, Louis LaPierre, Lynn Lawrence, Jeff Lucas (for Dawn Draus), Chad Meadors, Charlotte Persons, David Rosi, Courtney Shah, Mary Stone, Larry Woodriff, and Justin Williams, ASLCC Student Representative

Also Attended: Kathy Demarest, Mary Leach, Darcy Smith, Andrea Leary, Dani Trimble, and Fran Nelson, Recorder

Kyle opened the meeting at 3:05 and new members were introduced.

- The Curriculum Review schedule was presented and reviewed. Members were urged to encourage work within their departments to ensure readiness to comply with the review schedule.
- When the ad hoc committees reviewed and revised the Diversity and Capstone course criteria the departments were given two years to review these courses under the new guidelines. These courses should be reviewed for adherence to new guidelines during the departmental review process. It is conceivable that any Diversity and Capstone courses not reviewed by the end of this academic year may be dropped from the existing lists.
- Kristy will provide members with a list of Diversity and Capstone courses approved during the 2009-2010 academic year.

Proposal from Kathy Demarest to:		
1. revise course	COLL 095 , Time Management	1 cr, 22 lab (was 1 cr, 11 lec)
Discussion: Revise lecture hours from 11 to 0, add lab hours of 22. After running this on-line course for one year findings indicate an average of 12 to 28 hours are necessary to complete the course successfully. This change is in line with standard expectations of more independent work, discussion forums, time management, and worksheets. COLL 093 is structured the same with 1 cr, 22 lab hours. The type of activity determines instructor engagement - active teaching Vs coaching. Lab hours indicate course is activity based. Student outcomes as listed on the proposal form will be replaced with original student outcomes.		
Resolution: <i>Karen made a motion to approve with suggested outcomes amendment; Joan seconded. Motion carried with one abstention. Effective winter 2011.</i>		
Proposal from Mary Leach to add new Diversity course:		
2.	HUM 104 , Ethics and Cultural Values:DIV	5 cr, 55 lec
Discussion: Course meets Diversity criteria and was well received by the committee. Provides an understanding of the ethical systems and values of the world's various communities in order to gain an understanding of historical as well as contemporary moral, political and personal dilemmas. Course description was refined, Diversity will be marked under Distribution/Graduation Requirements. Gen Ed Outcome of Interpersonal Skills will be examined after one year for applicability and if determined so this course may be presented to the committee as an informational item.		
Resolution: <i>Mark made a motion to approve with suggested amendments; Andrea seconded. Motion carried. Effective winter 2011.</i>		
Proposal from Megan Jasurda (by Jon Kerr)		
3. new course	DANCE 110 , Introduction to Tap Dance	2 cr, 11 lec, 22 lab
Discussion: Course offers an introduction course to tap, basic dance theory and technique, and an understanding of American tap dance history. Should this course be on the Humanities distribution list? The ICRC drives the minimum requirements for this consideration and there is a limiting factor: <i>Humanities and Social Science (minimum 15 credits)</i> 1. <i>Minimum 5 credits in Humanities; and</i> 2. <i>Minimum 5 credits in Social Science; and</i> 3. <i>An additional 5 credits in either Humanities or Social Science for a total of 15 credits.</i> Should course be considered PHED? This course offers theory and analysis. Dance should be considered a Performing Arts class. Gen Ed Outcomes of Multiculturalism and Numeracy will be stricken at this time. Course can be presented at a later date with justification for these two items. Course will be added with Gen Ed Outcome of Interpersonal Skills only. Course description was refined.		
Resolution: <i>Courtney made a motion to approve with suggested amendments; Joan seconded. Motion carried. Effective spring 2011.</i>		

Proposal from Mark Bergeson to:		
4. revise course	SPCH 114 (was SPCH 204) , Small Group Communication	5 cr, 55 lec
Discussion: Course content focuses on fundamental concepts and does not require either a previous SPCH Communication course or completion of ENGL& 101 or ENGL 102 for students to be successful. There will be writing in the form of responses to essay questions, analysis of in-class small group activities, and analysis of the development and execution of a major group project. Assessment item of Research Paper is stricken, Student Outcomes and Course Description were refined. There are no prerequisites for this course.		
Resolution: <i>Andrea made a motion to approve; Courtney seconded. Motion carried. Effective winter 2011.</i>		
Proposal from David Rosi to:		
5. revise course	BTEC 146 (was CS 109) , PowerPoint Fundamentals (was Fundamentals of PowerPoint)	1 cr, 22 lab (was 1 cr, 11 lec)
Discussion: Currently CS 109 is offered twice a year with limited times available for students. Offering this course in a BTEC lab format will allow for open enrollment from week 1 thru 7 of each quarter and will not be subject to a required number of students before the class can be offered as currently required. The BTEC format will allow for offering online versions of this course more easily when needed. Course title will be revised to PowerPoint Fundamentals and Assessment methods will show two bulleted items of 1)chapter tests, and 2)homework.		
Resolution: <i>Brendan made a motion to approve with suggested amendments, Andrea seconded. Motion carried Effective Winter 2011.</i>		
Proposals from Brendan Glaser to add new courses:		
6.	WELD 071 , Welding Support I	1 cr, 11 lec
7.	WELD 072 , Welding Support II	1 cr, 11 lec
8.	MASP 071 , Machine Shop Support I	1 cr, 11 lec
9.	MASP 072 , Machine Shop Support II	1 cr, 11 lec
Discussion: Courses originally numbered 040 and 045 respectively which did not require Curriculum Committee approval. Courses are assigned course number that more accurately reflect the course content; courses will qualify for 1.75 FTE; and will have official approval from this committee. Courses meet Gen Ed Outcomes of Communication and Critical Thinking since students must describe processes in considerable detail in an actual lecture setting prior to an application setting. These courses will be marked Restricted on the Distribution/Graduation Requirements list. Course descriptions will be refined.		
Resolution: <i>Karen made a motion to approve items with suggested amendments; Lynn seconded. Motion carried. Effective fall 2010.</i>		
Proposals from Darcy Smith to add new courses:		
10.	JTTC 090 , Computer Concepts	0 cr
11.	JTTC 092 , Computer Concepts	0 cr
Discussion: Courses can run concurrently, students may take “either - or”; are non-tuition bearing (no FTE’s); are grant funded job skills training for TANF qualified students through DSHS. These proposals are an upgrade in course number only. WorkFirst courses shall become part of the standard curriculum review process. Zero credits involves tracking hours by actual hours. Courses are set up in similar form to ABE and ESL; courses are suppressed in the schedule. Course descriptions will be amended to more clearly define course intent.		
Resolution: <i>Brendan made a motion to approve items with pending amendments; Andrea seconded. Motion carried. Effective Winter 2011.</i>		

Proposals from Kyle Hammon to suspend:		
12.	FREN 110, Intro to French Lang & Culture	3 cr, 33 lec
13.	FREN 114, Intro to French Lang & Culture: Study Abroad	3 cr, 33 lec
14.	FRCH& 121, French I	5 cr, 55 lec
15.	FRCH& 122, French II	5 cr, 55 lec
16.	FRCH& 123, French III	5 cr, 55 lec
17.	FRCH& 221, French IV	5 cr, 55 lec
18.	FRCH& 222, French V	5 cr, 55 lec
19.	FRCH& 223, French VI	5 cr, 55 lec

Discussion:

Courses have not been offered in the past year and there are no plans to offer in the next few years. Courses will be suspended, which will suppress them from the catalog, rather than delete in their entirety. Currently the only foreign language option at LCC is SPAN.

Resolution:

Brendan made a motion to suspend items; Mark seconded. Motion carried with three opposed. Effective Winter 2011.

Proposals from Kyle Hammon to add new certificates:

20.	ECE-Short Certificate Level 1	14 credits
21.	ECE-Short Certificate Level 2	15 credits
22.	ECE, Certificate of Completion	14 credits

Discussion:

Curriculum Committee approval is one of the preliminary steps for SBCTC approval. One 44 credit certificate, which could be completed in less than one year, would be broken into three short certificates, totaling 43 credits. The aim is to increase the number of stop out points and to improve employability by creating a tangible reward and keeping student interest. These certificates will be stackable with each being applicable to an AA or 4-year transfer pathway. The original certificate will be modified and brought before the Curriculum Committee after final approval by SBCTC.

Resolution:

By consensus the committee approved the idea of the new certificates. Effective Winter 2011.

Informational Items		
23. Revisions	ECED 126, Practicum I/<u>Observation & Assessment</u>	3 cr, 11 lec, 66 clin
24.	ECED 127, Practicum II/<u>Curriculum</u>	3 cr, 11 lec, 66 clin
25.	ECED 128, Practicum III/<u>Learning Stories</u>	3 cr, 11 lec, 66 clin
26.	ECED 260, Practicum IV/<u>Professionalism</u>	9 cr, 33 lec, 198 clin
	“Sub-title” added to Practicum courses to better articulate with other colleges; added information about MERIT to course descriptions as this is the new online training database tracking STARS information for students. <i>Effective Fall 2010</i>	
27.	MATH 079, Pre-College Math I <i>Effective Fall 2010</i>	5 cr, 55 lec
28.	MATH 089, Pre-College Math II <i>Effective Fall 2010</i>	5 cr, 55 lec
29.	MATH 099, Pre-College Math III <i>Effective Spring 2011</i>	5 cr, 55 lec
	Disclaimer added to course descriptions stating credit cannot be earned for both the equivalent MATH course and its TECH alternate.	

30. Revisions (con't)	TECH 079, Pre-College Math I <i>Effective Fall 2010</i>	5 cr, 55 lec
31.	TECH 089, Pre-College Math II <i>Effective Fall 2010</i>	5 cr, 55 lec
32.	TECH 099, Pre-College Math III <i>Effective Spring 2011</i>	5 cr, 55 lec
	Courses added as a result of realignment of TECH & MATH courses to correspond with new pre-college MATH courses.	
33.	ECED 079, Math Methodology for Educ I <i>Effective Fall 2010</i>	1 cr, 11 lec
34.	ECED 089, Math Methodology for Educ II <i>Effective Fall 2010</i>	1 cr, 11 lec
35.	ECED 099, Math Methodology for Educ III <i>Effective Spring 2011</i>	1 cr, 11 lec
	Courses added as a result of realignment of ECED & MATH courses to correspond with new pre-college MATH courses.	
36. Deletions	TECH 070, Review of Math Fundamentals	5 cr, 55 lec
37.	TECH 091, Pre-Algebra	5 cr, 55 lec
	Courses were created as equivalent to corresponding MATH courses both of which were deleted in May 2010. <i>Effective Fall 2010</i>	
38.	ECED 070, Math Methodology for Educ I	1 cr, 11 lec
39.	ECED 091, Math Methodology for Educ II	1 cr, 11 lec
40.	ECED 092, Math Methodology for Educ III	1 cr, 11 lec
41.	ECED 099, Math Methodology for Educ IV	1 cr, 11 lec
	Courses were created as equivalent to corresponding MATH courses all of which were deleted in May 2010. <i>Effective Fall 2010</i>	

Action/Discussion Item for November Agenda

Discuss distribution list standards, criteria, and ICRC guidelines.

The meeting adjourned at 4:45.