



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 Support Services
 Larry Woodruff, Industrial Technology
 Justin Williams, ASLCC Student Representative

To:	Committee Members	Copies to:
From:	Kyle Hammon	Library
Subject:	Minutes from November 10, 2010 Meeting	Laura Brener
Date:	November 12, 2010	Meghan DeGallier

The Curriculum Committee met Wednesday, November 10 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, Karen Joiner, Chad Meadors, David Rosi, Courtney Shah, and Mary Stone

Also Attended: Jim Franz, Ann Williamson, Nadine Lemmons, and Fran Nelson, Recorder

Absent: Jon Kerr, Helen Kuebel, Lynn Lawrence, Charlotte Persons, Larry Woodruff, and Justin Williams, ASLCC Student Representative

Kyle opened the meeting at 3:00 beginning a discussion concerning criteria for course inclusion on LCC's Humanities distribution list. The ICRC provides guidelines as documented in their handbook – please follow this link: <http://www.washingtoncouncil.org/icrcdocuments.htm>
 Kristy also sent an email to committee members that contained the ICRC handbook which listed specific appendices and page numbers with pertinent information that may help clarify questions concerning policy.

Curriculum Review:		
1. Ann Williamson	Para Education (EDUC)	
<p>Discussion: The curriculum and instruction throughout the Para Education Certificate is constructed to assist future and employed Para Educators in their work with young children. Instructional strategies are modeled and discussed. These courses convey foundational information that students, pursuing an Elementary Education degree will build on as they enter their education program. EDUC 204, 206 and 209 were originally created under special short-term conditions for vocational faculty to boost FTE's during a time of enrollment decline. These courses could be offered as Independent Study. Brendan will review these three courses and advise. Advisors should be made aware of the availability of EDUC 214 as part of the Para Educator certificate.</p>		
<p>Resolution: <i>Andrea made a motion to approve; Courtney seconded. Motion carried. Effective winter 2010.</i></p>		
2. revise course:	EDUC& 203, Exceptional Child	3 cr, 33 lec
<p>Discussion: Delete prerequisites and update Course Outcomes per Review document 6.B.1</p>		

Resolution:

*David R. made a motion to approve; Dave C. seconded. Motion carried.
Effective winter 2010.*

Curriculum Review:

3. Ann Williamson | Early Childhood Education (ECED)

Discussion: Courses have been reviewed and updated. ECED is planning to designate a classroom for all ECED and EDUC courses enabling instructors to model and leave up instructional tools and strategies and providing space/materials for long-term projects. Plans are underway to offer a research-based Capstone type culminating project in the existing Practicum courses. ECED receives a state grant entitled “Bridges to Higher Education”. It is a three one-credit series. We currently only offer one module per quarter but the goal is to increase offerings by two modules. Head Start receives an Early Head Start grant increasing their reach to parents of newborns to three-year olds. One of the requirements of this grant is for teachers to have a one-year focus in infant care. To respond to this need and the increasing need for quality infant care we are planning to create a one-year certificate with a focus in infant care. Action plan shall include creating documents (program planners for the AAS) showing articulation agreements with Concordia, WSU and Evergreen. These documents will serve as one portion of the marketing strategy. Web-page development could aid in this endeavor. Completion of the AAS qualifies students to transfer to these three institutions at Junior status.

Resolution:

*Dave C. made a motion to approve with amendments to action plan; Andrea seconded. Motion carried.
Effective winter 2010.*

4. revise course:	ECED 119 , Guidance Techniques f/Young Children	3 cr, 33 lec
5. revise course:	ECED 215 , Early Childhood Curric. Dev.	3 cr, 33 lec
6. delete course:	ECED 205 , Mgmt & Ops of EC Centers	3 cr, 33 lec

Discussion: ECED 119 and 215 are updated per Review document 6.B.1 by removing the prerequisites and revising Course Outcome wording. ECED 215 will have the additional Gen Ed Outcome of Critical Thinking. ECED 205 is deleted per Review document 4.B.

Resolution:

*Courtney made a motion to approve with suggested amendments; Brendan seconded. Motion carried.
Effective winter 2010.*

Curriculum Review:

**7. Ann Williamson/
Colleen Allwine | Home and Family Life (HOFL)**

Discussion: Courses have been reviewed and updated. Course development will include expansion of the parent education curriculum to offer the course to community groups and to further promote a more standardized and outcomes-based program to agencies in the region. Specifically, it has been the goal to ensure that all HOFL requirements are met by students/parents who enroll from Head Start. The credits must be aligned more stringently across programs. Further addition to Action Plan will be to continue to examine how credits are earned and to show tangible evidence to back up the findings, i.e. culture of assessment, instructor of record. LCC gives college credits for these courses but we also offer equivalent HOFL credit. We can’t assure that Head Start is giving the same experience. Sandy Junker, Colleen Allwine, Ann Williamson, Kyle Hammon and Laura Brener will consult and advise.

Resolution:

*David R. made a motion to approve with amendments to action plan; Mary seconded. Motion carried.
Effective winter 2010.*

8. delete course:	HOFL 156 , Foster Parent/Day Care Home Ops	1-5 cr, 44 lec, 22 lab
9. delete course:	HOFL 160 , Divorce Recovery	2 cr, 22 lec
10. delete course:	HOFL 190 , Independent Living	3 cr, 33 lec
Discussion: Courses to be deleted per Review document A.4.		
<u>Resolution:</u> <i>Karen made a motion to approve; Mark seconded. Motion carried. Effective winter 2010.</i>		
Curriculum Review:		
11. Jim Franz	Economics (ECON)	
Discussion: Action plan includes development of an Economic Issues class; instruct/develop an Integrated Studies course with complimentary disciplines such as Sociology, Calculus, Political Science, and History; submit ECON 202 for approval as a Capstone; update course outcomes on all course plans. Add to action plan: delete ECON 208C if 202 is approved.		
<u>Resolution:</u> <i>Mary made a motion to approve with suggested amendment to action plan; Dave C. seconded. Motion carried. Effective winter 2010.</i>		
Curriculum Review:		
12. Joan Herman	Spanish (SPAN)	
Discussion: Under A.4.Discipline the suggestion was made to revise wording to read: Spanish 104, 105, 106, and 107 are offered individually as part of the Spanish 121 and 122 curricula and should therefore remain in the catalog. The Action Plan will be amended to include the suspension of SPAN 110 and SPAN 114		
<u>Resolution:</u> <i>Mary made a motion to approve with suggested amendment; Dave C. seconded. Motion carried. Effective winter 2010.</i>		
13. suspend course:	SPAN 110 , Intro to Spanish Lang. & Culture	3 cr, 33 lec
14. suspend course:	SPAN 114 , Intro to Spanish Lang. & Culture: Study Abroad	3 cr, 33 lec
Discussion: Courses will be suspended rather than deleted since they both could be offered as Diversity courses at a later date.		
<u>Resolution:</u> <i>Dave C. made a motion to approve; Mary seconded. Motion carried. Effective winter 2010.</i>		
Proposals for course revisions from Joan Herman resulting from Curriculum Review dated May 2010:		
15.	COLL 100 , College Success Add reading/writing skill prerequisites, Gen Ed of Interpersonal Skills, update description, outcomes and assessment methods	5 cr, 55 lec
16.	ENGL 065 , Reading and Writing Basics Update description, outcomes and assessment methods	5 cr, 55 lec
17.	ENGL 075 , Reading and Writing Improvement Update description, outcomes and assessment methods	5 cr, 55 lec
18.	ENGL 100 , English Fundamentals Add reading/writing skill prerequisites, update "other information", outcomes and assessment methods	5 cr, 55 lec
19.	ENGL& 101 , English Composition I Update description, outcomes and assessment methods	5 cr, 55 lec
20.	ENGL 102 , English Composition II Update description, prerequisites, outcomes and assessment methods. This item may qualify for common course numbering. Kristy will advise at next meeting.	5 cr, 55 lec
21.	ENGL 124 , Arts & Magazine Production Update outcomes and assessment methods.	2 cr, 11 lec, 22 lab

22.	ENGL 125 , Arts Magazine Publication Update “other information”, outcomes and assessment methods	2 cr, 11 lec, 22 lab
23.	ENGL 126 , Arts Magazine Publication Update outcomes and assessment methods	2 cr, 11 lec, 22 lab
24.	ENGL 204 , The Novel Update “other information”, outcomes and assessment methods	5 cr, 55 lec

Resolution:

Brendan made a motion to approve items 15/24 with suggested amendments; Andrea seconded. Motion carried. Effective winter 2010.

ACTION ITEMS FOR DECEMBER:

LCC’s Distribution List Criteria – discussion conclusion

ENGL 102 Common Course Numbering

The meeting adjourned at 5:00. The next meeting is scheduled for Wednesday, December 08, 2010 @ 3:00 in LIB 103.