



# 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  
 Student Support Services  
 Larry Woodruff, Industrial Technology  
 Michelle Fuller, ASLCC Student Representative

<b>To:</b>	Committee Members	<b>Copies to:</b>
<b>From:</b>	Kyle Hammon	Library
<b>Subject:</b>	Minutes from June 08, 2011 Meeting	Laura Brener
<b>Date:</b>	June 09, 2011	Meghan DeGallier

**Members Present:** Mark Bergeson, Cary Rhode (for Dawn Draus), Kristy Enser, Andrea Gillaspy, Brendan Glaser, Kyle Hammon, Joan Herman, Karen Joiner, Louis LaPierre, Charlotte Persons, David Rosi, and Courtney Shah

**Also Attended:** Dave Cordero, Dani Trimble, Linda Cullom, Nadine Lemmons, and Fran Nelson, Recorder

**Absent:** Chad Meadors, and Larry Woodruff, and Michelle Fuller, ASLCC Student Representative

The Curriculum Committee met Wednesday, June 08 at 3 p.m. in LIB 103.

Call to Order and Determination of Quorum.		
Approval of Agenda ( <b>ACTION</b> ) – <b>Approved by consensus</b>		
<b>Consent Items (ACTION) – Approved by consensus</b>		
1. revise title	MUSC 111, Ear Training I (was Computer Assisted Theory Lab) (revise title-no other changes)	1 cr, 22 lab
2. revise title	MUSC 112, Ear Training II (was Computer Assisted Theory Lab) (revise title-no other changes)	1 cr, 22 lab
3. revise title	MUSC 113, Ear Training III (was Computer Assisted Theory Lab) (revise title-no other changes)	1 cr, 22 lab
4. revise title	MUSC 211, Ear Training IV (was Computer Assisted Theory Lab) (revise title-no other changes)	1 cr, 22 lab
5. revise title	MUSC 212, Ear Training V (was Computer Assisted Theory Lab) (revise title-no other changes)	1 cr, 22 lab
6. revise title	MUSC 213, Ear Training VI (was Computer Assisted Theory Lab) (revise title-no other changes)	1 cr, 22 lab
7. new course	TECH 078, Pre-College Math I (mirrors MATH 078 as realigned for pre-college)	3 cr, 33 lec
8. revise course	TECH 079, Pre-College Math I (mirrors MATH 079 as realigned for pre-college)	2 cr, 22 lec
9. new course	TECH 088, Pre-College Math II (mirrors MATH 088 as realigned for pre-college)	3 cr, 33 lec
10. revise course	TECH 089, Pre-College Math II (mirrors MATH 089 as realigned for pre-college)	2 cr, 22 lec

11. new course	<b>TECH 098</b> , Pre-College Math III (mirrors MATH 098 as realigned for pre-college)	3 cr, 33 lec
12. revise course	<b>TECH 099</b> , Pre College Math III (mirrors MATH 099 as realigned for pre-college)	2 cr, 22 lec
<b>Items on which Committee deliberated:</b>		
<b>Curriculum Prof/Tech Review Documents:</b>		
13.	<b>Business Technology</b>	
Action: The department is working to better align with Tacoma CC's Health Information Tech program which is an area of high demand in the state. In an effort to not saturate the local area with graduates of the Billing & Coding Specialist program the department will utilize the Office of Institutional Research to survey local industry as to their needs to facilitate serving the industry and to better advise students in their career path. Advice from local industry and our Advisory Board will be sought in an attempt to stimulate interest/enrollment in the general office administration degree path. Changes/revisions to course plans, certificates and degrees are ongoing meeting rigorous process/accreditation objectives. Lab staffing needs are based on needs analyses and assessment and provide comprehensive IBEST/ITRANS student support.		
14.	<b>Computer Science</b>	
Action: The department is developing a new Forensics Certificate, reviewing software requirements and outcomes specific to certification for new test releases, and upgrading all Office content to 2010 Office. Curriculum outcomes are reviewed annually with faculty and the Advisory Committee.		
<b>Proposals from David Rosi as a result of the CS Prof/Tech Curriculum Review:</b>		
15. delete course	<b>CS 101</b> , Introduction to Internet Theory and Application	5 cr, 55 lec
Rationale: Most of the topic from this course is now considered prerequisite knowledge/skills. A few outcomes have been moved to other courses as appropriate.		
16. delete course	<b>CS 105</b> , Windows Fundamentals	1 cr, 11 lec
17. delete course	<b>CS 106</b> , Word Processing Fundamentals	1 cr, 11 lec
18. delete course	<b>CS 107</b> , Spreadsheet Fundamentals	1 cr, 11 lec
Rationale: These courses were created to allow students short courses that cover basic topics and are no longer valid topics for 1 credit courses for college level. They had very low enrollment the last few times offered.		
<i>Resolution: Charlotte made a motion to approve; Mark seconded. Motion carried. Effective Spring 2012</i>		
<b>Proposal from Randy Byrum presented by Brendan Glaser:</b>		
19. revise course	<b>BLPT 160</b> , Blueprint Reading for Welders (prereq wording)	5 cr, 55 lec
Rationale: In an effort to ensure student success the prerequisite will be amended to read: MATH 106 or higher or instructor permission.		
<i>Resolution: Courtney made a motion to approve; Brendan seconded. Motion carried. Effective Fall 2011</i>		
<b>Proposals from Gina Osborn presented by Jon Kerr:</b>		
20. revise course	<b>MUSC 136</b> (was MUSC 296), Early Music History (was History of Music) (crs nbr, title, cr, lec, descrip, prereq, distr, gen eds, outcomes, assessment)	5 cr, 55 lec (was 3 cr, 33 lec)
Rationale: Course will expose students to music of great beauty and to unfamiliar systems of aesthetics. Music of this course will be the least familiar in terms of content and style and will increase student awareness of the relationship between changes in musical style and systems of notation and theory. Course will appear on the Humanities Distribution List. <b>Prerequisite will read: None.</b>		
21. revise course	<b>MUSC 137</b> (was MUSC 297), Baroque-Classical Music History (was History of Music) (crs nbr, title, cr, lec, descrip, prereq, distr, gen eds, outcomes, assessment)	5 cr, 55 lec (was 3 cr, 33 lec)
Rationale: Course will expose students to the "Classic" music literature that has served as the foundation for Western musical development and is the most influential in terms of content and style. Course will increase student awareness of the relationship between changes in musical style and form. Course will appear on the Humanities Distribution List. <b>Prerequisite will read: None.</b>		
22. revise course	<b>MUSC 138</b> (was MUSC 298), Modern Music History (was History of Music) (crs nbr, title, cr, lec, descrip, prereq, distr, gen eds, outcomes, assessment)	5 cr, 55 lec (was 3 cr, 33 lec)
Rationale: The music for this course is usually the least accessible in terms of tonality and structure, and the most dramatic in its expression. Course will increase student awareness of the relationship between music, art,		

and society. Course will appear on the Humanities Distribution List. **Prerequisite will read: None.** Course numbers for the above are revised to the 100 series which is more typical in community colleges across the state. Course content and outcomes equate to 300-level courses at various 4-year institutions. These are non-sequential courses-required for Music majors but may be taken by any student. The courses will be considered a three-part 'collection' rather than 'series'.

*Resolution: Joan made a motion to approve pending clarification of prerequisite; Karen seconded. Motion carried.*  
*Effective Fall 2011*

23. revise course	<b>MUSC 145</b> , Beginning Voice (cr, lec, descrip, prereq, distr, gen eds, outcomes, assessment)	2 cr, 22 lec (was 1 cr, 22 lec)
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Rationale: Course is designed to give students an in-depth look at the inner workings of the voice: the anatomy of the larynx and breath mechanism. Course will enable students' development of healthy and efficient tone production and will develop the skill, knowledge and performance practices needed to pursue a performance or teaching degree at a 4-year institution. Course will appear on the Humanities Distribution List.

**Prerequisite will read: None.**

*Resolution: Karen made a motion to approve pending clarification of prerequisite; Lynn seconded. Motion carried.*  
*Effective Fall 2011*

24. new course	<b>MUSC 146</b> , Fundamentals of Choral Conducting	2 cr, 22 lec
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Rationale: Course will broaden students' awareness of a performance score, as well as other musicians. Course offers direct professional training for future educators of elementary, middle, secondary, college, community, camp and church choirs. Choral conducting is a necessity as preparation for successful student teaching experience, admission into a number of 4-year institutions or for any initial conducting position whether amateur or professional. This course is being offered due to the generosity of the Hanson Endowment and plays an integral part in the music department's 5-year plan. Course will appear on the Humanities Distribution List.

**Prerequisite will read: None.**

*Resolution: Helen made a motion to approve; Louis seconded. Motion carried.*  
*Effective Fall 2011*

**Proposal from Mark Bergeson:**

25. revise course	<b>SPCH 114</b> , Small Group Communication (description, outcomes, assessment)	5 cr, 55 lec
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Rationale: Housekeeping changes to language only.

*Resolution: Karen made a motion to approve; Courtney seconded. Motion carried.*  
*Effective Summer 2011*

**Proposals from Anthony Coleman presented by Jon Kerr:**

26. revise course	<b>CEO 090</b> , CEO Basic Skills Development (title, cr/lec/lab, description, gen eds, outcomes, assessment)	1-10 cr, 11-110 lec, 22-220 lab
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Rationale: Course plan has been updated to reflect current practice. High school aged and state-funded students must take 2-3 courses equaling 10-15 non-transcripted credits and the remainder of their time is to be spent in the CEO lab (study hall). The selection of General Education Outcomes on pre-college courses will be clarified by the Assessment Committee. For now, gen eds will be reflected on this course plan to indicate an achievable goal.

*Resolution: Cary made a motion to approve; Helen seconded. Motion carried.*  
*Effective Fall 2011*

27. revise course	<b>HSC 090</b> , Natural Hazards (was Physical Geography) (course title, description, prereq, gen eds, outcomes, assessment)	1-5 cr, 22-110 lab
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28. revise course	<b>HSC 091</b> , Environmental Science (was Physical Ecology) (course title, description, prereq, gen eds, outcomes, assessment)	1-5 cr, 22-110 lab
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Rationale: These courses have a new instructor who has revamped the course content, outcomes and raised the bar to a higher level for students. Course plans reflect current practice.

*Resolution:*  
*Effective Summer 2011*

<b>Proposals from Helen Kuebel:</b>		
29. new certificate	<b>ICP Biology Technician, COP</b>	54 credits total
30. new certificate	<b>ICP Bookkeeping, COP</b>	54 credits total
31. new certificate	<b>ICP Chemistry Technician, COP</b>	52 credits total
32. new certificate	<b>ICP Fleet Maintenance, COP</b>	63 credits total
33. new certificate	<b>ICP Human Resource Assistant, COP</b>	66 credits total
34. new certificate	<b>ICP HVAC Maintenance, COP</b>	52 credits total
35. new certificate	<b>ICP Landscaping &amp; Groundskeeping Maintenance, COP</b>	50 credits total
36(A) new certificate	<b>ICP Public Works, COP</b>	54 credits total
36(B) new certificate	<b>ICP Public Works Maintenance/Wastewater Treatment, COP</b>	52 credits total
36(C) new certificate	<b>ICP Public Works Maintenance/Water Distribution, COP</b>	51 credits total
36(D) new certificate	<b>ICP Public Works Maintenance/Water Treatment, COP</b>	53 credits total
54 new certificate	<b>ICP Weatherization Field Technician, COP</b>	50 credits total
<p>Rationale: ICP's find a home for programs having lower number of students enrolled and is designed for these students while employed. Courses are already in place and LCC faculty are all heavily involved in the success of these certificate programs. Certificate proposal forms for items 36 B, C, and D were transmitted to committee members for electronic vote of either "approve" or "reject". <b>Items were approved by consensus.</b></p> <p><i>Resolution: Karen made a motion to approve; Mark seconded. Motion carried contingent on electronic vote of approval on items 36 B, C, and D.</i></p> <p><i>Effective Fall 2011</i></p>		

The meeting adjourned at 4:40 p.m.

The next meeting is tentatively scheduled for Wednesday, October 12, 2011 @ 3:00 in LIB 103.