

# CURRICULUM COMMITTEE MEETING REPORT

Mark Bergeson, Humanities  
 Renee Carney, eLearning Manager  
 Dave Cordero, Natural Science, Health & Engineering  
 Dawn Draus, Math  
 Kristy Enser, Instruction Office Manager  
 Troy Farnham, Library & Archives  
 Brendan Glaser, Dean for Workforce and Continuing Education  
 Kyle Hammon, Dean of Instructional Programs, and Chair  
 Karen Joiner, Chair, Dean of Instruction, Director of Nursing Programs  
 Lynn Lawrence, Registrar  
 Mary Leach, Language & Literature  
 Chad Meadors, Advising and Testing  
 Charlotte Persons, Transitional Studies  
 David Rosi, Business & Information Technology  
 Courtney Shah, Social Sciences  
 Maggie Stuart, Interim Dean of Instructional Programs, Director of Library Services  
 Larry Woodruff, Industrial Technology  
 Sue Yarbrough, Nursing & Allied Health  
 Seth Stewart, ASLCC Student Representative and ASLCC President

<b>To:</b>	Committee Members	<b>Copies to:</b>
<b>From:</b>	Karen Joiner	Library
<b>Subject:</b>	Minutes from November 09, 2011 Meeting	Laura Brener
<b>Date:</b>	November 10, 2011	Meghan Averett

The Curriculum Committee met Wednesday, November 09 at 3 p.m. in LIB 103.

**Members Present:** Mark Bergeson, Renee Carney, Dave Cordero, Dawn Draus, Kristy Enser, Troy Farnham, Brendan Glaser, Karen Joiner, Lynn Lawrence, Mary Leach, Chad Meadors, Charlotte Persons, David Rosi, Courtney Shah, Maggie Stuart, Sue Yarbrough, and Seth Stewart, ASLCC Student Representative

**Also Attended:** Andrea Gillaspay-Steinhilper, Susan James, Rhonda Meyers, Ann Williamson, and Fran Nelson, Recorder

Karen opened the meeting at 3:05 with approval of the agenda and introductions.

<b>Informational Items:</b>		
1. revise course	<b>EDUC 191 (was COLL 191)</b> , Introduction to Tutoring (course number change only)	1-3 cr, 11-33 lec
2. update certificates	<b>ICP Social Service Advocate COP</b> <b>ICP Personal Fitness Technician COP</b> <b>ICP Recreation Assistant COP</b> <b>ICP Library Assistant COP</b> <b>ICP Legal Advocate COP</b> (Learning Outcomes added to all and course title of MATH 078/079 changed from Pre-Algebra to Pre-College Math I)	
<b>Proposal from Rhonda Meyers to:</b>		
3. revise course	<b>NUTR&amp; 101 (was CHEM 120)</b> , Nutrition (course number, description)	5 cr, 55 lec
<b>Discussion:</b> The proposed revision will address conversion of course to a common course number while rephrasing the course description and objectives. SBCTC has approved the CCN and the new course number will be reflected on:		

<b>4.</b>	<b>Education-Elementary-WSU AA-DTA</b>	
<b>Action:</b> Under Communications Requirement – possibly add the option of SPCH 114 since this course is a common requirement at WSU. Check AA-DTA requirements and advise at next meeting.		
<b>5.</b>	<b>Pre-Dental Hygiene AA</b>	
<b>Resolution:</b> <i>Courtney made a motion to approve; Mark seconded. Motion carried. Effective spring 2012.</i>		
<b>Proposals from Andrea Gillaspay / Susan James to:</b>		
<b>6.</b> add new course	<b>LIBR 094</b> , Information Literacy I (Population served: pre-college level students)	2 cr, 44 lab
<b>7.</b> add new course	<b>LIBR 104</b> , Information Literacy II (Population served: beginning college level and transfer oriented students)	2 cr, 44 lab
<b>8.</b> add new course	<b>LIBR 204</b> , Information Literacy III (Population served: Capstone students, and those writing research papers)	1-2 cr, 22-44 lab
<b>Discussion:</b> These self-paced courses are designed to reinforce basic components of appropriate use of information and to supplement classroom instruction. Students will be encouraged to enroll early in the quarter but the self-paced courses are offered so that students may start mid-term. These courses may replace LIBR 101 at some point. These courses will be shown on the Distribution List as Electives only (Humanities will be stricken). Grading will remain A-F for now since students seem to prefer this method of grading in self-paced courses. There are assignments linked to each outcome.		
<b>Resolution:</b> <i>Dave Cordero made a motion to approve with suggested amendments; Mark seconded. Motion carried. Effective winter 2012.</i>		
<b>Proposals from Ann Williamson to:</b>		
<b>9.</b> add new course	<b>ECED 186</b> , Socio-Emotional Growth and Socialization	3 cr, 33 lec
<b>10.</b> add new course	<b>ECED 187</b> , Cognitive & Language Dev f/Infants & Toddlers	3 cr, 33 lec
<b>11.</b> add new course	<b>ECED 188</b> , Group Care for Infants & Toddlers	3 cr, 33 lec
<b>Discussion:</b> The creation of these three courses will provide a more in-depth and focused study of infant/toddler development thus closing the gaps in our current curricula. These courses, which can be offered online, will be program requirements on a new certificate that will be presented for approval at the next meeting. The certificate will be entitled: Early Childhood Education-Infants & Toddlers-COC. Minor rewording was suggested for the course description on ECED 186. These courses are on the ICRC Transfer List - as Electives since they are survey courses.		
<b>Resolution:</b> <i>Courtney made a motion to approve with suggested amendments; Mark seconded. Motion carried. Effective winter 2012.</i>		
<b>12.</b> revise degree	<b>Early Childhood Education-Concordia AAS-T</b> (Humanities, Social Science & Education requirements)	92-99 credits (was 102 credits)
<b>Discussion:</b> The original planner was extremely course specific which proved to be a barrier for students to complete on time. This change does not negatively affect student preparedness. HIST 205 will be stricken from the Humanities/Diversity Requirement since this course is not considered a Diversity course at LCC.		
<b>Action:</b> Ann will check with Concordia re adding the option of MATH 131 to the Quantitative Skills Requirement, allowing the option of SPCH 114 to the Communications Requirement, and if we might add a separate Diversity Requirement line for clarification on the planner.		
<b>Resolution:</b> <i>Mark made a motion to approve with suggested amendments; Mary seconded. Motion carried. Effective winter 2012.</i>		

13. revise degree	<b>Education-Elementary w/ParaEd Cert AA-DTA</b> (Natural Science & Additional requirements)	92 credits (was 98 credits)
<b>Discussion:</b> The original planner was put on hold for updating. This degree is a two-year retraining program and is transferable. The option of SPCH 114 will be added to the Communication Requirements.		
<b>Resolution:</b> <i>David Rosi made a motion to approve with suggested amendments; Dave Cordero seconded. Motion carried. Effective winter 2012.</i>		
<b>Items tabled from previous meeting -</b>		
<b>Proposal from David Rosi to:</b>		
14. revise certificate	<b>Administrative Support-COP</b> (Delete BTEC 100 from Program Requirement)	48 credits
<b>Discussion:</b> This COP had been changed over the summer without consulting BTEC faculty. This proposal is to return the certificate back to its original form with an additional note regarding BTEC 100 requirements.		
<b>Resolution:</b> <i>Dave Cordero made a motion to approve; Dawn seconded. Motion carried. Effective winter 2012.</i>		
15.	<b>Basic Office Skills II-COC</b>	19 credits
16.	<b>Medical Assisting-COP</b>	61 credits
<b>Discussion:</b> These certificates now have an additional note regarding BTEC 100 requirements. (BTEC 100 may be necessary before being accepted into the program depending on level of competency in word processing and other computer skills.) No additional changes.		
<b>Proposals from Karen Joiner to:</b>		
17. delete course	<b>ICP 109, Pharmacy Technician</b> (replace with the two following courses)	1 cr, 11 lec
18. add course	<b>ICP 101, Pharmacy Standards and the Law</b>	1 cr, 11 lec
19. add course	<b>ICP 102, Pharmacy Technician Fundamentals</b>	4 cr, 44 lec
<b>Discussion:</b> The consultant pharmacist recommended ICP 101 & ICP 102 (instead of ICP 109) for the Pharmacy Technician ICP. This ICP program has subsequently been approved by the state board of pharmacy. These courses will be marked as Restricted on the Distribution Requirements list.		
<b>Resolution:</b> <i>Dave Cordero made a motion to approve; Charlotte seconded. Motion carried. ICP 101 - Effective winter 2012. ICP 102 - Effective Spring 2012.</i>		
<b>Action Item from previous meeting -</b>		
<b>Computer Literacy – feedback from departments</b>		
<b>Advising will address the following:</b> <ul style="list-style-type: none"> <li>• Accurately identify students' needs</li> <li>• Adjusting Compass testing</li> <li>• Entry level advisors will discuss computer literacy with advisees</li> <li>• Entrants may be able to self select</li> <li>• The 'right' testing will eventually be in place</li> </ul> <b>BTEC and CS will work with Advising.</b> <b>Curriculum Committee offers full support in these endeavors.</b> <b>Can we track / assess?</b>		

The meeting adjourned at 4:05. The next meeting is scheduled for Wednesday, December 07 @ 3:00 in LIB 103.