

CURRICULUM COMMITTEE MEETING REPORT

Mindy Boucher, Transitional Studies
 Renee Carney, eLearning Director
 Dave Cordero, Natural Science, Health & Engineering
 Dawn Draus, Math
 Troy Farnham, Library & Archives
 Brendan Glaser, Dean for Workforce and Continuing Education
 Kyle Hammon, Dean of Instructional Programs
 Joan Herman, Language & Literature
 Karen Joiner, Chair, Dean of Instruction, Director of Nursing Programs
 Lynn Lawrence, Registrar
 Chad Meadors, Advising and Testing
 David Rosi, Business & Information Technology
 Dan Schabot, Humanities
 Courtney Shah, Social Sciences
 Maggie Stuart, Dean of Instruction, Director of Library Services
 Larry Woodruff, Industrial Technology
 Sue Yarbrough, Nursing & Allied Health
 McKinzi Williams, ASLCC Student Representative

To: Committee Members	Copies to:
From: Karen Joiner	Laura Brener, Kristy Enser
Subject: Minutes from May 08, 2013 Meeting	Library, Meghan Averett
Date: May 09, 2013	Karla Rivers

Members present: Mindy Boucher, Renee Carney, Dave Cordero, Dawn Draus, Troy Farnham, Kyle Hammon, Joan Herman, Karen Joiner, Lynn Lawrence, Chad Meadors, David Rosi, Dan Schabot, Courtney Shah, Maggie Stuart, Sue Yarbrough
Also Attended: Tim Allwine, David Benson, Rob Davis, Don Derkacht, Darlene DeVida, Nadine Lemmons, and Fran Nelson, Recorder

The Curriculum Committee met Wednesday, May 08 at 3 p.m. in LIB 103.
 Introductions and opening remarks by Karen Joiner.

- Informational Items:**
- As the committee makes the transition to “paperless”, we continue to explore our options and consider suggestions presented as possible ways to facilitate the use of iPads or other handheld devices.
 - NUTR& 101 (was CHEM 120) shall be listed as a Biological Science on the Distribution List for Transfer Degrees.
 - The Humanities requirement has changed for the Elementary Ed AA-DTA for students transferring to WSU-V. WSU-V no longer requires students to take MUSC 100.
 - HDEV 116/216, 117/217, 118/218 shall be coded as instructor permission/arranged.
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Proposal from Ann Williamson presented by Karen Joiner:

1. revise course	EDUC& 205 , Intro to Education w/Field Experience:DIV (Description, Outcomes, Assessment Methods, Diversity)	5 cr, 33 lec, 44 lab
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Rationale: Modifying course description and outcomes to reflect cultural diversity, to foster the development of culturally competent educators, and to meet state requirements. Education course Vs. course teaching Diversity. Majority of the outcomes deal with Diversity issues.

Resolution: *Much discussion ensued regarding the cultural diversity intent and criteria. The challenge of consistency in interpreting and applying the criteria was raised. This course proposal was tabled until Ann can be present for further discussion.*
Effective: Fall 2013

Proposals from Tim Allwine:

2. revise course	BUS 144 , Management of Human Relations:DIV (Description, Outcomes, Assessment Methods, Diversity)	5 cr, 55 lec
3. revise course	BUS 150 , Customer Service/Management (Description, Outcomes)	5 cr, 55 lec

Rationale: Revisions provide clarity in the intended learning outcomes while correcting several grammatical errors introduced in the

prior versions. The catalyst for the review was the College's review of the Diversity Distribution List.		
Resolution: Dan made a motion to approve BUS 144 as written: 3 nays, 2 abstentions: motion approved as Diversity Course. Dan made a motion to approve the revisions to BUS 150 but not the Diversity portion; Courtney seconded. Motion carried with 1 abstention. Effective: Fall 2013		
4. new course	BUS 270 , Introduction to Project Management (New Technical Elective for Business Management AAS)	5 cr, 44 lec, 22 lab
Rationale: Knowledge of, and skills in, project management are common, if not universal, critical success requirements of managers in many business settings. In addition to supporting the students pursuing the new AAS Administrative Services Manager Degree, we expect many students pursuing the AAS Business Management Degree will elect to take the course as an elective. Current business practitioners in the community may also complete the course for specific skills augmentation. The course will effectively prepare successful completers to sit for the PMI Certified Associate in Project Management (CAPM) examination.		
Resolution: Minor rewording of the description; distribution will reflect 'elective' only; prerequisites were shortened for clarity. Dawn made a motion to approve with modifications as suggested; David Rosi seconded. Motion carried. Effective: Fall 2013		
Proposals from Nadine Lemmons:		
5. revise course	BTEC 104 , Introduction to Business Technology (Description, Outcomes, Assessment Methods)	5 cr, 55 lec
6. revise course	BTEC 111 , Word Processing I (was Intermediate Word Processing) (Title, Description, Prerequisites, Outcomes, Assessment Methods)	5 cr, 55 lec
7. revise course	BTEC 112 , Word Processing II (was Advanced Word Processing) (Title, Description, Outcomes, Assessment Methods)	5 cr, 55 lec
8. revise course	BTEC 260 , Office Procedures (Description, Prerequisites, Global Skills, Outcomes, Assessment Methods)	5 cr, 55 lec
9. revise course	CS 122 , Advanced Spreadsheet Applications (Description, Prerequisites, Outcomes)	5 cr, 55 lec
Rationale: Course revisions are a result of consultation and program review with the SBCTC Center of Information Technology Excellence. This effort is to better align the course outcomes with the Microsoft Certification exams and the current needs of industry.		
Resolution: Course descriptions will be reworded outside of this meeting. Dan made a motion to approve pending modifications; Sue seconded. Motion carried. Effective: Fall 2013		
10. revise course	CS 121 , Introduction to Spreadsheets (Prerequisites, Outcomes)	5 cr, 55 lec
Rationale: Course revision removes CS 111 prerequisite that was put into place last year for accounting majors. It was realized that students completing CS 111 rather than CS 110 were not as prepared for this course. Therefore, the accounting program replaced CS 111 with CS 110. Outcomes are updated in relation to the article review component to encourage students to research new technology.		
Resolution: Minor rewording of description. Courtney made a motion to approve with suggested amendments; Dave Cordero seconded. Motion carried. Effective: Fall 2013		
Proposal from David Rosi:		
11. revise course	BTEC 146 , PowerPoint Fundamentals (Cr/Lab, Description, Outcomes)	1-2 cr, 22-44 lab (was 1 cr, 22 lab)
Rationale: Course is changed to 2 credits to match up with Microsoft Certification. Course will now cover complete coverage of PowerPoint features.		
Resolution: Minor rewording of description; revisions to outcomes are pending. Sue made a motion to approve; Dave Cordero seconded. Effective: Fall 2013		
Proposal from Don Derkacht:		
12. revise course	CS 281 , Digital Design & Computer Organization (was Digital Design) (Title, Cr/Lec/Lab, Description, Outcomes, Assessment Methods)	5 cr, 44 lec, 22 lab (was 6 cr, 33 lec, 66 lab)
Rationale: CS 281 is offered to WSU-V computer science transfer students. The equivalent course at WSU-V has changed focus from design and analysis to digital design and then moves on to the architecture of microprocessors. The lesser focus on digital design still establishes the necessary foundation to be able to understand the elementary digital logic that undergirds a more abstract approach to understanding the architecture of the modern microprocessor. The course outcomes now omit the parts of digital design that are not really necessary and now include and parallel the concepts on which CS 260 (WSU-V) now focuses.		
Resolution: Minor rewording to description; Sue made a motion to approve with suggested amendments; Dawn seconded. Motion carried. Effective: Fall 2013		

Proposals from Darlene DeVida:		
13. revise course	CS 211, Networking Basics (Description, Prerequisites, Outcomes)	5 cr, 55 lec
14. revise course	CS 212, LAN: Configuring Windows Service Active Directory (was LAN: Theory and Application) (Title, Description, Outcomes, Assessment Methods)	5 cr, 55 lec
15. revise course	CS 213 LAN: Configuring Windows Server Network Infrastructure (was LAN: Theory and Application) (Title, Lec/Lab, Description, Outcomes, Assessment Methods)	5 cr, 55 lec (was 5 cr, 38.5 lec, 33 lab)
<p>Rationale: Revisions are to update course requirements intended to prepare students for the latest certification exams. All three courses require some use of our library; however, it does not change from previous use. The CS211 course is required of all CS majors. CS 212 and CS 213 are required by students working toward the networking option of the CS programs. They are also offered to community students already working in the field who may wish to upgrade their skills or review for certification.</p>		
<p>Resolution: <i>Minor rewording on course descriptions; David Cordero made a motion to approve all with suggested amendments; Sue seconded. Motion carried.</i> Effective: Fall 2013</p>		
Proposal from Elena Ross presented by Kyle Hammon:		
16. revise course	PHED 152, Personalized Fitness (Cr/Lec/Lab, Description, Assessment Methods)	1 cr, 22 lab (was 1-2 cr, 11 lec, 22 lab)
<p>Rationale: Course description is revised to remove the statement about needing to contact the instructor to initiate the course. The course is now online. Assessment is revised since students are no longer graded on performance, but on the ability to set up an exercise program and create goals.</p>		
<p>Resolution: <i>Minor rewording of description; David Rosi made a motion to approve with suggested amendments; Dawn seconded. Motion carried with 1 abstention.</i> Effective: Fall 2013</p>		
Proposals from Rob Davis:		
17. revise course	MUSC 111, Ear Training I (Lec/Lab, Concurrent Reqmt, Description, Outcomes, Assessment Methods)	1 cr, 11 lec (was 1 cr, 22 lab)
18. revise course	MUSC 112, Ear Training II (Lec/Lab, Concurrent Reqmt, Description, Outcomes, Assessment Methods)	1 cr, 11 lec (was 1 cr, 22 lab)
19. revise course	MUSC 113, Ear Training III (Lec/Lab, Concurrent Reqmt, Description, Outcomes, Assessment Methods)	1 cr, 11 lec (was 1 cr, 22 lab)
<p>Rationale: Concurrent requirement on each course is more in keeping with music programs at other institutions. Students learn more efficiently in a lecture setting which incorporates demonstration and direction from the instructor, as well as guided group participation. The Ear Training sequence offers valuable skills to musicians and is specifically paired with the Theory and Musicianship sequence to provide practical, performance-based application of theoretical content. Updated outcomes, descriptions, and lec/lab designations reflect these changes.</p>		
<p>Resolution: <i>Global Skills will not reflect 'critical thinking'; course outcomes and description need to be updated to show progression; David made a motion to approve pending suggested amendments; Sue seconded. Motion carried.</i> Effective: Fall 2013</p>		
20. suspend course	MUSC 201, Advanced Theory	3 cr, 33 lec
21. suspend course	MUSC 202, Advanced Theory	3 cr, 33 lec
22. suspend course	MUSC 203, Advanced Theory	3 cr, 33 lec
23. suspend course	MUSC 211, Ear Training IV	1 cr, 22 lab
24. suspend course	MUSC 212, Ear Training V	1 cr, 22 lab
25. suspend course	MUSC 213, Ear Training VI	1 cr, 22 lab
<p>Rationale: Instruction in advanced music theory can take many different directions and is therefore less likely to transfer to other institutions than basic (1st year) music theory. Also, due to the increasing difficulty of advanced music theory classes, many students lose interest and the attrition rate from 1st to 2nd year can be high. The Ear Training courses (IV, V, and VI) are appendages of Advanced (Music) Theory; it would not be feasible to continue them for the same reasons.</p>		
<p>Resolution: <i>Suggested to 'delete' course rather than 'suspend'; Sue made a motion to delete; Dan seconded. Motion carried.</i> Effective: Fall 2013</p>		

Proposals from David Benson:		
26. delete course	} HUM 110 , Introduction to Cultures:DIV	5 cr, 55 lec
27. revise course		HUM 164 , Cultural Journeys (subtitle):DIV (Title, Outcomes, Assessment Methods)
Rationale: Both courses listed above were presented at the April 2013 Curriculum Committee meeting. Upon review, it was discovered that descriptions and outcomes for both courses were nearly identical. Those faculty who had proposed the courses agreed that HUM 110 should be deleted and HUM 164 modified. The course plan for HUM 164 includes the agreed upon modifications.		
Resolution: Dawn made a motion to approve; Courtney seconded. Motion carried. Effective: Fall 2013		
Proposal from Annette Ward:		
28. revise course	NURS 101 , Nursing Foundations (Description, Prerequisites, Outcomes)	5 cr, 55 lec
Rationale: Updated course description and prerequisites for clarity; added outcome for integumentary.		
Resolution: Sue made a motion to approve; Dave Cordero seconded. Motion carried. Effective: Fall 2013		

The meeting adjourned at 4:55. The next meeting will be held Wednesday, June 05 @ 3:00 LIB 103.