

CURRICULUM COMMITTEE MEETING REPORT

Mindy Boucher, Transitional Studies
 Renee Carney, eLearning Director
 Dave Cordero, Natural Science, Health & Engineering
 Rob Davis, Humanities
 Dawn Draus, Math
 Troy Farnham, Library & Archives
 Brendan Glaser, Interim VP of Instruction, 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
 Corry Kile, Industrial Technology
 Lynn Lawrence, Registrar
 Chad Meadors, Advising and Testing
 David Rosi, Business & Information Technology
 Courtney Shah, Social Sciences
 Maggie Stuart, Dean of Instruction, Director of Library Services
 Sue Yarbrough, Nursing & Allied Health
 ASLCC Student Representative

To: Committee Members	Copies to:
From: Karen Joiner	Library, Nichole Seroshek
Subject: Minutes from February 12, 2014 Meeting	Karla Rivers
Date: February 14, 2014	

Members present:	Mindy Boucher, Dave Cordero, Rob Davis, Dawn Draus, Troy Farnham, Kyle Hammon, Joan Herman, Karen Joiner, Corry Kile, Courtney Shah, Maggie Stuart, Sue Yarbrough, Max Everett, ASLCC representative
Also Attended:	Mark Gaither, Gina Armer (to fulfill her Tenure Track obligation), and Fran Nelson, Recorder

The Curriculum Committee met Wednesday, February 12 at 3 p.m. in the Heritage Room.
 Opening remarks by Karen Joiner.

Informational Items:	
Initial State Certification in ECE-COC Short State Certificate in ECE-General-COS (was COC) Short State Certificate in ECE Infant & Toddler Care-COS (was COC) Short State Certificate in ECE School Age Care-COS (was COC) Short State Certificate in ECE Family Child Care-COS (was COC) Short State Certificate in ECE Administration-COS (was COC) State Credential in ECE-COP Titles have been updated per SBCTC to reflect standardized statewide wording. These revisions also speak to the Head Start grant requirements whose teachers need 'state' certifications.	12 credits 20 credits 20 credits 20 credits 20 credits 20 credits 47 credits
HSC 081 , Culminating Project – HSC 085 , Health – Description and objectives revised to more closely reflect WA State goals for the HS Culminating Project.	1-5/11-55/22-110 1-5/22-110
HSC 083 , Career Planning (was Research Success), title change only	5/55
Course Plan Proposal Form – The document was reviewed and amendments as suggested by the committee will be incorporated in the new document which will be sent electronically for review before uploading to the website. Approved by consensus.	

Proposal from Elena Ross presented by Kyle Hammon:		
a) new course	PHED 215 , Outdoor Adventure	2 cr, 11 lec, 22 lab
Rationale: Course created to increase variety in the physical education curriculum.		
Resolution: Course proposal was tabled pending further information. <i>Effective: Summer 2014</i>		
Proposals from Nadine Lemmons presented by Mark Gaither:		
b) revise course	BTEC 148 , Introduction to Outlook (cr/lec/lab, outcomes)	2 cr, 16.5 lec, 11 lab (was 1-2 cr, 22-44 lab)
Rationale: Revise and simplify outcomes to align with objectives assessed through Microsoft Certification Exam 77-884 for Outlook. Revision to lec/lab hours – this course is hybrid; offering most content delivery through online and meeting weekly for 50 minutes for lab, questions, and discussion. Variable credit is removed as an option since students typically complete both credits in the same quarter; it requires temporary account creation twice per student if they split up the 2 credits between two quarters; and if students complete both credits in one quarter, it removes any disconnection in the learning process.		
Resolution: Courtney made a motion to approve with suggested amendments to description and outcomes; Joan seconded. Motion carried. <i>Effective: Spring 2014</i>		
c) revise course	BTEC 161 , Intro to ICD-10 Coding in the Medical Office Part 1 (pre-reqs)	5 cr, 33 lec, 44 lab
Rationale: Adding a prerequisite will better prepare students to successfully complete this course. With the update to ICD-10 Medical and Procedural Coding, students need a much higher level of understanding of anatomy and physiology. MEDA 120 or BIOL& 160 are included in the program already, this will just revise the order of course completion for students in this program. This prerequisite addition was approved by Liz Engel, Program Director for medical Assisting.		
Resolution: David Cordero made a motion to approve with suggested amendments; Max seconded. Motion carried. <i>Effective: Fall 2014</i>		
d) revise certificate	Community Health & Wellness Advocate-COC (update certificate requirements)	19 credits total
Rationale: Remove HDEV 120, Individual and Group Relations, 3 cr and add BTEC 165, Cultural Awareness in Healthcare, 2 cr and HLTH 105, First Aid/CPR/BB Pathogen, 1 cr. These changes clarify the intent of the certificate. Total certificate credits do not change.		
Resolution: Rob made a motion to approve; Sue seconded. Motion carried. <i>Effective: Spring 2014</i>		

The meeting adjourned at 3:40. The next meeting will be held Wednesday, March 12 @ 3:00 in the Heritage Room.