



# CURRICULUM COMMITTEE MEETING

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

<b>To:</b>	Committee Members	<b>Copies to:</b>
<b>From:</b>	Karen Joiner	Library, Nichole Seroshek
<b>Subject:</b>	Minutes from April 09, 2014 Meeting	Karla Rivers
<b>Date:</b>	April 10, 2014	

<b>Members present:</b>	Mindy Boucher, Dve Cordero, Rob Davis, Dawn Draus, Joan Herman, Karen Joiner, David Rosi, Maggie Stuart, Sue Yarbrough, Erin Kichens & Max Everett, ASLCC representatives
<b>Also Attended:</b>	Darlene DeVida, Mark Gaither, Nichole Seroshek (for Lynn Lawrence), and Fran Nelson, Recorder

The Curriculum Committee met Wednesday, April 09 at 3 p.m. in the Heritage Room.  
 Opening remarks by Karen Joiner. Addition of two addendum items was approved by consensus.

Informational/Discussion Items:	
	<p><b>Chemical Dependency Studies – AAS</b>            Degree requirements shall read: To earn an Associate in Applied Science-Chemical Dependency Studies degree, you must complete a minimum of 90-92 credits with a <u>grade of “C” or higher cumulative GPA of 2.0</u> in the program requirements.  <i>Effective Fall 2014</i></p>
	<p><b>Registered Nurse – AAS-T</b>  <b>Registered Nurse-LPN2RN-Campus Based – AAS-T</b>  <b>Registered Nurse-LPN2RN-eLearning – AAS-T</b>  <b>Registered Nurse-RONE – AAS-T</b>            Program descriptions now include: Upon completion of the AAS-T in nursing, students are eligible to apply for licensure as a registered nurse. Successful completion of the National Council Licensure Examination for Registered nurses (NCLEX-RN) is required for licensure.  <b>Practical Nurse – COP</b>            Program description now includes: Upon completion of the Practical Nurse Certificate of Proficiency, students are eligible to apply to be a licensed practical nurse. Successful completion of the national Council Licensure Examination for Licensed Practical/Vocation Nurses (NCLEX-PN) is required for licensure.  <i>Effective Spring 2014</i></p>
	<p><b>Music Academic Plan – AA-DTA</b>            Recommended Electives list is revised to accurately reflect our offerings. These changes are a ‘housekeeping’ issue only. No other changes.  <i>Effective Fall 2014</i></p>
	<p><b>Welding – AAS</b>            Description now includes: Students must successfully complete the Washington Association of Building Officials (WABO) Qualification Test before earning a degree in Welding.  <i>These additions are for accreditation purposes and are effective Spring 2014.</i></p>

	<p>ECE – AA-DTA  ECE – AAS  ECE – AAS-T  ECE – AAS-T Concordia  ECE – Infant/Toddler – COC  ECE – Initial State Certificate – COC  ECE – Short State Certificate in Administration – COS  ECE – Short State Certification in Family Child Care – COS  ECE – Short State Certificate in Infant &amp; Toddler Care – COS  ECE – short State Certificate in School Age Care – COS  ECE – short State Certificate (General) – COS  ECE – State Certificate (Statewide) - COP</p> <p>Program descriptions now include the following statement: “Students entering the Early Childhood Education Program must show evidence of a current TB test and obtain a cleared Portable Background check through Washington State Dept. of Early Learning MERIT System. See <a href="http://www.del.wa.gov/requirements/info/background.aspx">http://www.del.wa.gov/requirements/info/background.aspx</a>”</p> <p>No other changes.  <i>Effective Fall 2014</i></p>
	<p><b>Speech Academic Plan – AA-DTA</b>  Recommended Electives list is revised to accurately reflect current offerings. Plan ‘Outcomes’ are reworded to reflect recently completed program assessment. These changes are a ‘housekeeping’ issue only. No other changes.  <i>Effective Spring 2014.</i></p>
<b>Proposals from Darlene DeVida:</b>	
a) revise course	<p><b>CS 141, PC Technician I</b>  Prerequisites now read: CS 100 with a C or better, or concurrent enrollment with CS 100, or instructor permission.</p> <p>5 cr, 44 lec, 22 lab</p>
<p><b>Rationale:</b> Revision will enable students to take this course concurrently with the prerequisite course of CS 100.  <i>Effective: Fall 2014</i></p>	
b) revise course	<p><b>CS 143, Configuring Windows Operating System</b>  Prerequisites now read: CS 142 with a grade of C or better, or concurrent enrollment with CS 142, or instructor permission.</p> <p>5 cr, 44 lec, 22 lab</p>
<p><b>Rationale:</b> Revision will enable students to take this course concurrently with the prerequisite course of CS 142.  <b>Resolution:</b> Dave Cordero made a motion to approve both CS 141 and 143; Sue seconded. Motion carried.  <i>Effective: Spring 2014</i></p>	
<b>Proposals from Joan Herman:</b>	
c) new course	<p><b>ASL&amp; 121, American Sign Language I</b>  5 cr, 55 lec</p>
d) new course	<p><b>ASL&amp; 122, American Sign Language II</b>  5 cr, 55 lec</p>
e) new course	<p><b>ASL&amp; 123, American Sign Language III:DIV</b>  5 cr, 55 lec</p>
<p><b>Rationale:</b> Courses provide learning opportunities for students to gain knowledge and understanding of Deaf culture, both within the US and in other countries. Students learn social interaction within the Deaf community of ASL users based on Deaf people’s corresponding cultural values and attitudes in a culturally appropriate manner. The courses focus on Deaf cultural practices that reflect the traditions and beliefs of ASL users.  <b>Resolution:</b> Dave Cordero made a motion to approve the courses (without the Diversity consideration); Erin seconded. Motion carried.  Diversity consideration – After collaborative input from all members, it was determined that ASL&amp; 123 outcomes proved the most adherent to the Diversity guidelines. Sue made a motion to approve ASL&amp; 123; David seconded. Motion carried (one abstention, one opposed). Erin made a motion to approve ASL&amp; 122; Joan seconded. Motion did not carry (three abstentions, two opposed). Max made a motion to approve ASL&amp; 121; Joan seconded. Motion did not carry (3 abstentions, 3 opposed).  <i>Effective: Spring 2014</i></p>	
<b>Proposals from Nadine Lemmons presented by Mark Gaither:</b>	
f) delete course <i>Effective: Winter 2015</i>	<p><b>BTEC 101, Basic Word Processing/Formatting</b>  1-5 cr, 22-110 lab</p>
<p><b>Rationale:</b> Eliminates redundancy that occurs with BTEC 104, 111, 112, and 145. Offering five courses on the Word application is not necessary.</p>	
g) delete course	<p><b>BTEC 106, Proofreading</b>  1-2 cr, 22-44 lab</p>
<p><b>Rationale:</b> Objectives from this course have been shifted to the Word Processing I &amp; II courses (BTEC 111 &amp; 112).</p>	
h) delete course	<p><b>BTEC 125, Filing</b>  1-3 cr, 22-66 lab</p>
<p><b>Rationale:</b> Industry is progressing toward electronic file management and typically personalize the office filing system to accommodate for individual industry.  <b>Resolution:</b> Sue made a motion to approve; David seconded. Motion carried.  <i>Effective: Fall 2014 (BTEC 106 &amp; 125)</i></p>	

i) revise certificate	<b>Basic Office Skills II - COC</b>	19 total credits
<b>Rationale:</b> Remove BTEC 101 & 125, add BTEC 105 & CS 111, list BTEC 130 as 2 credits) (1-2 variable). Changes will update the certificate with course work that is more relevant to current industry, and to eliminate redundancy that occurs in the current curriculum objectives.		
<b>Resolution:</b> David made a motion to approve; Rob seconded. Motion carried. Effective: Fall 2014		
j) revise certificate	<b>Medical Reception – COP</b>	46 total credits (was 47 cr)
<b>Rationale:</b> Remove BTEC 101, 125 & 106; add CS 111, BTEC 144 & 165, and HLTH 105. Changes will update the certificate with course work that is more relevant to current industry, and to eliminate redundancy that occurs in the current curriculum objectives.		
<b>Resolution:</b> Erin made a motion to approve; David seconded. Motion carried. Effective: Fall 2014		
k) revise certificate	<b>Administrative Support – COP</b>	51 total credits (was 48 cr)
<b>Rationale:</b> Remove BTEC 101, 125 & 106; add CS 111 & 121, and BTEC 144. Changes will update the certificate with course work that is more relevant to current industry, and to eliminate redundancy that occurs in the current curriculum objectives.		
<b>Resolution:</b> Dave made a motion to approve; Sue seconded. Motion carried. Effective: Fall 2014		
l) revise degree	<b>Administrative Services Manager – AAS</b>	93 total credits (was 92 cr)
<b>Rationale:</b> Remove HLTH 100; add CS 111, Intro to Windows, to better acquaint students with the newer versions of the Microsoft Windows environment.		
<b>Resolution:</b> Rob made a motion to approve; Dave seconded. Motion carried. Effective: Fall 2014		
m) revise degree	<b>Medical Administrative Support - AAS</b>	90 total credits
<b>Rationale:</b> Remove BTEC 125 & 106, HLTH 100, BUS 150; add CS 111, BTEC 144, HLTH 105, BTEC 165. Changes will update the certificate with course work that is more relevant to current industry, and to eliminate redundancy that occurs in the current curriculum objectives.		
<b>Resolution:</b> David made a motion to approve; Sue seconded. Motion carried. Effective: Fall 2014		
<b>Proposal from Rob Davis:</b>		
revise course	<b>MUSC 134</b> , String Chamber Music (was Chamber Ensemble)	1 cr, 11 lec (was 2-5 cr, 22-55 lec)
<b>Rationale:</b> Course is completely rewritten in an effort to revive a course for music students who play stringed instruments.		
<b>Resolution:</b> Course will reflect 'performance based course' on the Distribution List. Dave made a motion to approve; Max seconded. Motion carried. Effective: Fall 2014		
<b>Addendum Items:</b>		
	<b>Curriculum Committee Guidelines &amp; Procedures – Membership wording</b> <b>Current:</b> Membership consists of an academic employee from each Instructional <b>and Student Services department</b> , the Deans for Instructional Programs, and one student representative. <b>Suggested:</b> Membership consists of an academic employee from each Instructional <b>department</b> , <b>two Student Services representatives</b> , the Deans for Instructional Programs, and one student representative. <i>Approved by consensus.</i> <i>Effective Spring 2014.</i>	
	<b>BTEC 163</b> , CPT Coding Revise lec/lab hours. Course revision proposed in May 2012 was in error. Course was changed from 3 cr, 33 lec to 5 cr, 55 lec – but should have been 5 cr, 33 lec, 44 lab. <i>Effective Spring 2013.</i>	5 cr, 33 lec, 44 lab (was 5 cr, 55 lec)

The meeting adjourned at 4:10. The next meeting will be held Wednesday, May 14 @ 3:00 in the Heritage Room.