

# CURRICULUM COMMITTEE MEETING REPORT

Mindy Boucher, Transitional Studies  
 Dave Cordero, Natural Science, Health & Engineering  
 Rob Davis, Humanities  
 Darlene deVida, Dean of Instruction  
 Nicole DiGerlando, Language & Literature  
 Dawn Draus, Math (Mary Hebert will sit in for Dawn winter & spring quarters 2015)  
 Troy Farnham, Library & Archives  
 Kyle Hammon, Dean of Instructional Programs  
 Karen Joiner, Chair, Dean of Instruction, Director of Nursing Programs  
 Corry Kile, Industrial Technology  
 Chad Meadors, Advising and Testing  
 Tamara Norton, Nursing & Allied Health  
 David Rosi, Business & Information Technology  
 Nichole Seroshek, Registrar  
 Courtney Shah, Social Sciences  
 Maggie Stuart, Dean of Instruction, Director of Library Services  
 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 June 10, 2015 Meeting	Karla Rivers, Marisa Geier
<b>Date:</b>	June 11, 2015	Dani Trimble, Wendy Hall, Chance Stewart

**Members present:** Mindy Boucher, Rob Davis, Darlene deVida, Nicole DiGerlando, Mary Hebert (for Dawn Draus), Troy Farnham, Kyle Hammon, Karen Joiner, Tamara Norton, David Rosi, Nichole Seroshek, Courtney Shah, Maggie Stuart  
**Also Attended:** Cameron Castrejon, Becky Connolly, Liz Engel, Mark Gaither, Nadine Lemmons, Lucas Myers, Anita Quirk, Elena Ross, Jim Stanley, Michal-Ann Watts, and Fran Nelson, Recorder

The Curriculum Committee met Wednesday, June 10 at 3 p.m. in HSB 235.

Opening remarks were made by Karen Joiner.

<b>Informational items:</b>		
<p><b>1) ABE/ESL – presented by Michal-Ann Watts</b></p> <p>Over the past seven years Transitional Studies has gone through major renovations. Many of these classes being retired were isolated classes and are no longer taught. Transitional studies is also updating course plans to accommodate new federal regulations on standards. No longer will transitional Studies be using WA State Adult Learning Standards, but will switch to the federally mandated Adult College and Career Standards. All existing courses ABE/ESL 010/016, 020/026, 030/036, 040/046, 050/056, 060/066, 070/076, 080/089 have been deleted and replaced with ABE 040/049, 052/053, 062/063, 072/073, 082/083, 092/094 and ESL 051, 061, 071, 081, 091</p> <p><i>Effective Summer 2015</i></p>		
<b>A. Proposals from Liz Engel:</b>		
A.1 revise course	<b>AH 100</b> , Bloodborne Pathogens and Infection Control (descrip)	1 cr, 11 lec
<b>Rationale:</b> Clarification for those who do not know the content of cited RCW.		
<b>Resolution:</b> David Rosi made a motion to approve; Tamara seconded. Motion carried.		
<b>Effective: Fall 2015</b>		
A.2 revise course	<b>MEDA 145</b> , Medical Laboratory Techniques (prerequisites, co-requisites)	6 cr, 44 lec, 44 lab
A.3 revise course	<b>MEDA 165</b> , Medications in Medical Assisting & Diseases (prerequisites, co-requisites)	5 cr, 33 lec, 44 lab
<b>Rationale:</b> Update to show that seven hours of OSHA-approved bloodborne pathogens training has been completed prior to this course that requires venipuncture and handling of body fluids.		
<b>Resolution:</b> Courtney made a motion to approve; David Rosi seconded. Motion carried.		
<b>Effective: Fall 2015</b>		

A.4 revise course	<b>MEDA 195</b> , Medical Assisting Seminar (descrip, prerequisites, co-requisites)	1 cr, 11 lec
<b>Rationale:</b> Updated prerequisite to include "C or higher"; add concurrent requirement of MEDA 190 or MEDA director permission; description now excludes activities covered in stand-alone course (MEDA 205).		
<b>Resolution:</b> Darlene made a motion to approve; Mary seconded. Motion carried.		
<b>Effective: Fall 2015</b>		
A.5 revise degree	<b>Medical Assisting – AAS</b> (additions to electives)	90-93 total credits
<b>Rationale:</b> Electives now include "PHED (up to five credits) or HOFL 131, 132, 133 (up to three credits).		
<b>Resolution:</b> David Rosi made a motion to approve; Darlene seconded. Motion carried.		
<b>Effective: Fall 2015</b>		
<b>B. Proposals from Cameron Castrejon and Becky Connolly:</b>		
B.1 retire courses	<b>IESL 051/054, 061/064, 071/074, 081/084, and 099</b> Intensive English as a Second Language	5 cr, 11-55 lec
<b>Resolution:</b> David Rosi made a motion to approve; Darlene seconded. Motion carried.		
<b>Effective: Fall 2015</b>		
B.2 new courses	<b>IESL 060</b> , Speaking/Listening <b>IESL 070</b> , Integrated Reading <b>IESL 080</b> , Integrated Writing and Grammar <b>IESL 090</b> , Special Projects/Seminar <b>IESL 091</b> , IESL Seminar	1-5 cr, 11-55 lec 1-5 cr, 11-55 lec 1-5 cr, 11-55 lec 1-3 cr, 11-33 lec 1 cr, 11 lec
<b>Rationale:</b> Changes are due to revising and consolidating old course plans to reflect program changes and current practice. Further clarification included showing credits as variable 1-xx.		
<b>Resolution:</b> Mindy made a motion to approve; Courtney seconded. Motion carried.		
<b>Effective: Fall 2015</b>		
<b>C. Proposal from Judy Vandermaten presented by Maggie Stuart:</b>		
C.1 revise degree	<b>Art – AA-DTA</b> (additions to electives)	90 total credits
<b>Rationale:</b> Changes expand recommend elective options. This list will now include all entry-level ART skills courses.		
<b>Resolution:</b> David Rosi made a motion to approve; Darlene seconded. Motion carried.		
<b>Effective: Fall 2015</b>		
<b>D. Proposals from Katrina Fuller presented by Lucas Myers:</b>		
D.1 revise course	<b>BIOL&amp; 160</b> , General Biology w/Lab (descrip, outcomes)	5 cr, 44 lec, 22 lab
<b>Rationale:</b> The revised outcomes are based on national higher education recommendations from AAAS (American Association for the Advancement of Science) and NSF (National Science Foundation). The Core Competencies are program outcomes.		
<b>Resolution:</b> Rob made a motion to approve; Nicole seconded. Motion carried.		
<b>Effective: Fall 2015</b>		
D.2 new course	<b>BIOL 179</b> , Human Biology and Exercise	5 cr, 44 lec, 22 lab
<b>Rationale:</b> Course will be part of a proposed Health/Fitness Certification. Course will also replace BIOL 100 during spring quarters and will provide students with a different laboratory based Natural Science course to meet DTA NSL requirements.		
<b>Resolution:</b> David Rosi made a motion to approve; Kyle seconded. Motion carried.		
<b>Effective: Fall 2015</b>		
<b>E. Proposals from Elena Ross:</b>		
E.1 new course	<b>PHED 295</b> , Personal Training Instruction	3 cr, 33 lec
E.2 new course	<b>PHED 296</b> , Group Exercise Instruction	3 cr, 33 lec
<b>Rationale:</b> Group and Personal Training are courses that lay the groundwork for new certificates in Health and Fitness Education. Additional courses for the COC and/or COP are currently being investigated by an advisory committee. Regardless of the new outcome of the investigation, both new courses are an important part of our plans to more effectively use the new fitness center facilities.		
<b>Resolution:</b> Kyle made a motion to approve; Maggie seconded. Motion carried.		
<b>Effective: Fall 2015</b>		

<b>F. Proposals from Nadine Lemmons and Mark Gaither:</b>		
F.1 revise course	CS 121, Intro to Spreadsheets (outcomes)	5 cr, 55 lec
F.2 revise course	CS 122, Advanced Spreadsheet Applications (outcomes)	5 cr, 55 lec
F.3 revise course	CS 130, Introductory Database Applications (outcomes)	5 cr, 55 lec
<b>Rationale:</b> Update the course outcomes to reflect the skills objectives for the Microsoft Certification Exam. Proposed objectives taken directly from the certification documentation.		
<b>Resolution:</b> Tamara made a motion to approve; Nicole seconded. Motion carried.		
<b>Effective:</b> Fall 2015		
F.4 revise degree	Administrative Services Manager – AAS (add elective options)	94-98 total credits (was 93)
F.5 revise degree	Medical Administrative Support – AAS (add elective options)	90-94 total credits (was 90)
<b>Rationale:</b> Increase the number of electives to allow student to participate in cooperative education.		
<b>Resolution:</b> Rob made a motion to approve; Courtney seconded. Motion carried.		
<b>Effective:</b> Fall 2015		
<b>G. Proposals from Jim Stanley:</b>		
G.1 revise course	ACCT& 101, Intro to Accounting Concepts (prereq)	5 cr, 55 lec
<b>Rationale:</b> Prerequisite wording will now include: "or instructor permission".		
<b>Resolution:</b> David Rosi made a motion to approve; Tamara seconded. Motion carried.		
<b>Effective:</b> Fall 2015		
G.2 revise course	ACCT& 201, Principles of Accounting I (prereq)	5 cr, 55 lec
<b>Rationale:</b> The Accounting Technician program no longer requires MATH 089. Prerequisite will now read: "MATH 088/TECH 088 with a C or better or instructor permission. No previous accounting courses are required."		
<b>Resolution:</b> David Rosi made a motion to approve; Rob seconded. Motion carried.		
<b>Effective:</b> Fall 2015		
G.3 new course	ACCT 135, Accounting for Non-accountants	5 cr, 55 lec
<b>Rationale:</b> Course is designed as an alternative to ACCT& 101 or ACCT& 201 for AAS Business Management and the Retail Management Certificate.		
<b>Resolution:</b> David Rosi made a motion to approve; Nicole seconded. Motion carried.		
<b>Effective:</b> Fall 2015		
G.4 revise degree	Business Management – AAS (add ACCT 135 as option to ACCT& 101)	90 total credits
<b>Rationale:</b> If ACCT 135 is approved as a new course the Business Management-AAS will list this course as an option under Program Requirements. No other changes.		
<b>Resolution:</b> David Rosi made a motion to approve; Rob seconded. Motion carried.		
<b>Effective:</b> Fall 2015		
G.5 retire course	ACCT 260, Certified Bookkeeper Prep	5 cr, 55 lec
<b>Rationale:</b> Course prepares students to complete the American Institute of Professional Bookkeepers (AIPB) exam. The materials can only be obtained from the AIPB and are very expensive. In addition, students' educational needs are not adequately met with this certification course.		
G.6 new course	ACCT 275, Accounting Tech Capstone	5 cr, 55 lec
<b>Rationale:</b> Course would replace ACCT 260 and more closely aligns skills requirements in local business. Course will be offered winter quarter.		
G.7 revise degree	Accounting Technician – AAS (replace ACCT 260 with ACCT 275-no other changes)	91 total credits
<b>Rationale:</b> If ACCT 275 is approved as a new course it will replace ACCT 260 under Program requirements on the Accounting Technician AAS. No other changes.		
<b>Resolution:</b> David Rosi made a motion to approve; Maggie seconded. Motion carried.		
<b>Effective:</b> Fall 2015		

<b>H. Proposals from Anita Quirk:</b>		
H.1 revise course	<b>CJ&amp; 110</b> , Criminal Law (descrip, prereq, distribution, outcomes)	5 cr, 55 lec
<b>Rationale:</b> Course aligns with the ICRC description for an introductory course in criminal justice and will allow CJ-DTA and other DTA degree candidates another Social Science transfer course.		
H.2 revise course	<b>CJ 154</b> , The American Legal System (descrip, prereq, outcomes)	5 cr, 55 lec
H.3 revise course	<b>CJ 180 (was 181)</b> , Report Writing for Law Enforcement (descrip, cr/lec, prereq, outcomes)	5 cr, 55 lec (was 3 cr, 33 lec)
H.4 revise course	<b>CJ 184 (was 183)</b> , Administration of Justice (desc, prereq, outcomes)	5 cr, 55 lec
<b>Rationale:</b> The four courses listed above now list course descriptions and outcomes that meet outcome assessment requirements and are more aligned with like courses taught at other Washington State colleges and universities. Due to the writing requirements in these courses, a prerequisite of "ENGL& 101 with a grade of C or higher or instructor permission" should be required. Courses will be renumbered (CJ 180 and 184) and CJ program planners will be updated to reflect the new numbers.		
<b>Resolution:</b> Maggie made a motion to approve; Tamara seconded. Motion carried.		
<b>Effective: Fall 2015</b>		
<b>I. Proposals from Tamara Norton:</b>		
I.1 new course	<b>HUM 150</b> , Ethics and Policy in Healthcare I	1 cr, 11 lec
I.2 new course	<b>HUM 250</b> , Ethics and Policy in Healthcare II	2 cr, 22 lec
I.3 new course	<b>HUM 251</b> , Ethics and Policy in Healthcare III	2 cr, 22 lec
I.4 new course	<b>PSYC 150</b> , Psychosocial Issues in Healthcare I	2 cr, 22 lec
I.5 new course	<b>PSYC 250</b> , Psychosocial Issues in Healthcare II	3 cr, 33 lec
I.6 new course	<b>NURS 150</b> , Pharmacology for Nursing I	2 cr, 22 lec
I.7 new course	<b>NURS 151</b> , Nursing Concepts in Health and Illness I	3 cr, 33 lec
I.8 new course	<b>NURS 152</b> , Nursing Concepts in Health and Illness II	5 cr, 55 lec
I.9 new course	<b>NURS 153</b> , Nursing Concepts in Health and Illness III	5 cr, 55 lec
I.10 new course	<b>NURS 160</b> , Skills in Nursing I	2 cr, 44 lab
I.11 new course	<b>NURS 161</b> , Nursing Practicum I	3 cr, 66 lab
I.12 new course	<b>NURS 162</b> , Nursing Practicum II	5 cr, 110 lab
I.13 new course	<b>NURS 163</b> , Nursing Practicum III	5 cr, 110 lab
I.14 new course	<b>NURS 250</b> , Pharmacology for Nursing II	1 cr, 11 lec
I.15 new course	<b>NURS 251</b> , Nursing Concepts in Health and Illness IV	5 cr, 55 lec
I.16 new course	<b>NURS 252</b> , Nursing Concepts in Health and Illness V	5 cr, 55 lec
I.17 new course	<b>NURS 253</b> , Nursing Concepts in Health and Illness VI	5 cr, 55 lec
I.18 new course	<b>NURS 260</b> , Skills in Nursing II	1 cr, 22 lab
I.19 new course	<b>NURS 261</b> , Nursing Practicum IV	5 cr, 110 lab
I.20 new course	<b>NURS 262</b> , Nursing Practicum V	5 cr, 110 lab
I.21 new course	<b>NURS 263</b> , Nursing Practicum VI	5 cr, 110 lab
I.22 revised degree	<b>Nursing – AN – DTA/MRP</b> (finalized academic plan)	135 total credits
<b>Rationale:</b> New courses have been developed as part of the new Nursing AN-DTA/MRP.		
<b>Resolution:</b> David Rosi made a motion to approve; Rob seconded. Motion carried.		
<b>Effective: Fall 2015</b>		
<b>Action Item (from May meeting)</b>		
A. revise course	<b>BTEC 165</b> , Cultural Awareness for Care Professionals (cr, lec, diversity consideration)	3 cr, 33 lec (was 2 cr, 22 lec)
<b>Rationale:</b> The change in credits is precipitated on student suggestions during the past year, indicating that the course needs to be expanded, specifically in the amount of time devoted to group discussions. Consequently faculty believe it is necessary to expand the course from the current 2 credit lecture in a hybrid format to a 3 credit lecture hybrid format. Specifically, this would include the increase of research activities and group discussions. The current group discussion would expand from 1 hour per week to 1.5 hours per week. This is the typical amount of time the class has "run over" each quarter. For the Diversity content, this course explores the cultural disparities in healthcare: a) examines cultural and linguistic differences which limit the access to healthcare or prevent the adoption of health promoting of harm-reducing behaviors, b) presents effective cross-cultural communication through the use of relevant languages, respectful attitudes, and cultural knowledge, c) provides strategies to apply cultural awareness skills in all aspects of work with clients, families, community members, and colleagues.		

**Resolution:** Course will be approved as a 3-cr course – but will be tabled as a Diversity consideration until clarification is received from Instructional Council (next meeting June 09). David Rosi made a motion to approve; Kyle seconded. Motion carried.

**Update: 06-10-15**

Instructional Council suggests not listing this course as Diversity until there are additional “less than 5 credit” Diversity courses. This course will be presented to Curriculum Committee again when there are additional courses.

**Effective: Fall 2015**

The meeting was adjourned at 4:40. The next meeting will be held on Wednesday, October 14 @ 3:00 in HSB 235.