



# CURRICULUM COMMITTEE MEETING

Tamra Bell, Interim Dean  
 Mindy Boucher, Transitional Studies  
 Nicole DiGerlando, Language & Literature  
 Kyle Hammon, Dean of Instructional Programs  
 Melinda Harbaugh, Associate Dean of Learning Resources  
 Mary Hebert, Math  
 Karen Joiner, Chair, Dean of Instruction, Director of Nursing Programs  
 Corry Kile, Industrial Technology  
 Pete Livins, Natural Science, Health & Engineering  
 Tamara Norton, Nursing & Allied Health  
 Betsy Richard, Humanities  
 Courtney Shah, Social Sciences  
 Maggie Stuart, Business & Information Technology  
 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 October 19, 2016 Meeting	Karla Rivers, Marisa Geier	
<b>Date:</b>	October 20, 2016	Dani Trimble, Wendy Hall	

<b>Members present:</b>	Mindy Boucher, Mary Hebert, Karen Joiner, Corry Kile, Pete Livins, Tamara Norton, Betsy Richard, Maggie Stuart, and Tom Holtslander, ASLCC
<b>Also Attended:</b>	Becky Connolly (for Nicole DiGerlando and to fulfill her tenure track obligation), Jacque Dailey and Nathan Shepherd (to fulfill their tenure track obligation), Randy Byrum, Gina Challad, Rob Davis, Heidi Patrick, and Fran Nelson, Recorder

The Curriculum Committee met Wednesday, October 19 at 3 p.m. in HSB 235.  
 Opening remarks were made by Karen Joiner and introductions were made around the table.  
 A review of Guidelines and Procedures consisted of:

- Informational items – will include minor change in wording of course description or course outcomes; corrections of typos; changes in prerequisites such as adding/deleting “grade of C or better”, dropping prerequisite, dropping “instructor permission”. These items will be on the agenda as “informational items” and approved by consensus or moved to regular agenda for discussion if requested/needed.
- Clarification of ICRC requirements: “Distribution Lists” ICRC page 16 lists suggested disciplines for each of the distribution areas: Humanities, Social Sciences, and Natural Sciences. Regarding electives: there are two types, “transferable” and “restricted”. ICRC Appendix A lists courses generally accepted in transfer. ICRC Appendix B lists Restricted Subject Areas for Transfer. The understanding is that AA-DTA degrees include no more than 15 credits in subjects on this list. These courses should be on the “restricted electives” list. PE courses – 3 credit limit for PE activity credits.
- Prof/Tech Distribution List – no ICRC definition. We currently have no way of designating this list on our forms.
- ctLink Data Freeze – Course plans need to remain unaltered for the next couple of months. November, December, January, and probably February meetings are suspended.

### Informational/Discussion Items:

#### INFO 1 - Prerequisites updated to read:

**NURS 151** – NURS 090 or equivalent and certification as a nursing assistant in WA or OR and admission to the nursing program. NURS 090 must be completed with a “C” or above.

**NURS 250** – NURS 150 and NURS 153 with a “C” or higher.

**NURS 162** - NURS 161 and 160 with a grade of “Pass”.

**NURS 163** – NURS 162 with a grade of “Pass”.

**NURS 262** – NURS 261 with a grade of “Pass”.

**NURS 263** – NURS 262 with a grade of “Pass”.

*Effective Fall 2016.*

<b>INFO 2 – Prerequisite updated to read:</b> MUSC& 105 - None. <i>Effective Fall 2016.</i>		
<b>INFO 3– Information Technology Systems:</b> Reverse decision from June 2016 Curriculum Meeting – activate updated Info Tech Systems-AAS; retire AAS-T Effective Summer 2017.		
<b>Proposal from Tamara Norton:</b>		
A. New degree	<b>Registered Nurse-LPN2RN-Campus Based AN DTA/MRP</b> Effective Fall 2017	135 credits
<b>Rationale:</b> Aligns the LPN2RN Campus-based Opt-in Option with the Associate in Nursing-DTA/MRP degree and phases out the LPN2RN Campus-based AAS-T degree.		
<b>Resolution:</b> Courtney made a motion to approve; Corry seconded. Motion carried. <i>Effective: Fall 2017</i>		
<b>Proposal from Randy Byrum:</b>		
B. revise degree	<b>Welding-AAS</b>	94 cr total
<b>Rationale:</b> Add DHET 141 as a Natural Science option has been recommended by the Welding Advisory Committee.		
<b>Resolution:</b> Tamara made a motion to approve; Pete seconded. Motion carried. <i>Effective: Fall 2017</i>		
<b>Proposal from Tamra Bell presented by Karen Joiner:</b>		
C. revise degree	<b>Diesel/Heavy Equipment Technology-AAS</b>	125-131 cr total
<b>Rationale:</b> Delete ENGL 099 from this degree as it no longer meets requirements.		
<b>Resolution:</b> Courtney made a motion to approve; Maggie seconded. Motion carried. <i>Effective: Fall 2017</i>		
<b>Proposals from Tamra Bell presented by Karen Joiner:</b>		
D. retire various certificates	<b>Computer Aided Design-COC</b> <b>Computer Aided Design-COP</b>	17 cr total 45 cr total
<b>Rationale:</b> Suspend the Computer Aided Design program due to low enrollment.		
<b>Resolution:</b> Tamara made a motion to approve; Corry seconded. Motion carried. <i>Effective: Fall 2017</i>		
<b>Proposals from Tamra Bell presented by Karen Joiner:</b>		
E. retire various degrees/certificates	<b>Fire Science Technology-AAS</b> <b>Fire Inspector-COC</b> <b>Fire Investigator-COC</b> <b>Public Education Specialist-COC</b> <b>Fire Prevention Specialist-COP</b> (low program enrollment)	95 cr total 18 cr total 15 cr total 17 cr total 50 cr total
<b>Rationale:</b> Due to low enrollment and projections for this trend to continue, LCC is requesting to suspend the Fire Science program in order to perform additional work and consultation to determine the best direction for the future of the program based on the labor market and student interest.		
<b>Resolution:</b> Courtney made a motion to approve; Mindy seconded. Motion carried. <i>Effective: Fall 2017</i>		
<b>Proposal from Tamra Bell presented by Karen Joiner:</b>		
F. revise course	<b>HDEV 101, Career Planning</b> (credit/lecture update)	1-5 cr, 11-55 lec (was 2,3, or 5 cr, 22, 33, or 55 lec)
<b>Rationale:</b> Change course to 1-5 variable credits instead of 2, 3 or 5 credits to offer greater flexibility for students.		
<b>Resolution:</b> Mindy made a motion to approve; Tamara seconded. Motion carried. <i>Effective: Fall 2016</i>		
<b>Proposal from Tamra Bell presented by Karen Joiner:</b>		
G. new certificate	<b>Commercial Truck Driving-COC</b>	8-10 cr total
<b>Rationale:</b> The Commercial Truck Driving COC provides the Washington State required 40 hours of classroom training and 120 hours of truck driving skill development to prepare students for the Washington State Class A commercial driver's license exam. Supported by Diesel Technology Focus Group and local businesses.		
<b>Resolution:</b> Mary made a motion to approve; Courtney seconded. Motion carried. <i>Effective: Fall 2016</i>		
<b>Proposal from Liz Engel presented by Karen Joiner:</b>		
H. revise course	<b>MEDA 120, Survey of Human Anatomy &amp; Physiology</b> (prerequisites)	5 cr, 55 lec
<b>Rationale:</b> Course needs to be offered more than once a year to accommodate both medical assisting and BTEC students. Historically enrollment is low for the second section (winter), and granting permission for BTEC students (when the course is restricted) is cumbersome. This will be a good introductory course for anyone interested in exploring human A&P. There is no reason to restrict enrollment. Context shall include that the course is required for medical billing and coding.		
<b>Resolution:</b> Tamara made a motion to approve; Maggie seconded. Motion carried. <i>Effective: Fall 2016</i>		

<b>Proposal from Heidi Patrick:</b>		
<b>I.</b> new course	<b>HSC 077, Active Fitness</b>	1-5 cr, 11-55 lec, 22-110 lab
<b>Rationale:</b> Course will enable students to meet health and fitness requirements for the Washington State Diploma.		
<b>Resolution:</b> Becky made a motion to approve; Corry seconded. Motion carried.		
<i>Effective: Fall 2016</i>		
<b>Proposal from Tamra Bell presented by Corry Kyle:</b>		
<b>J.</b> new certificate	<b>Auto Tech Maint/Light Repair-COP</b>	66 cr min
<b>Rationale:</b> The Maintenance and Light Repair (MLR) program is designed to train students in the skills needed to perform tasks, such as, Express Lube, routine maintenance, and light automotive repair. The curriculum covers theory and lab training in all areas of automotive repair and students will perform inspections to determine whether the component is serviceable or needs replaced.		
<b>Resolution:</b> Courtney made a motion to approve; Tamara seconded. Motion carried.		
<i>Effective: Fall 2017</i>		
<b>Proposal from Nadine Lemmons presented by Maggie Stuart:</b>		
<b>K.</b> revise course	<b>CS 121, Intro to Spreadsheets</b>	5 cr, 55 lec
<b>Rationale:</b> Add "with a grade of C or better" to the prerequisites so that students are more successful – lower withdrawals and increase retention.		
<b>Resolution:</b> Mindy made a motion to approve; Maggie seconded. Motion carried.		
<i>Effective: Winter 2017</i>		
<b>Proposal from Pete Livins:</b>		
<b>L.</b> revise courses	<b>PHYS&amp; 221, Engr Physics I w/Lab</b> <b>PHYS&amp; 222, Engr Physics II w/Lab</b> <b>PHYS&amp; 223, Engr Physics III w/Lab</b>	5 cr, 44 lec, 22 lab 5 cr, 44 lec, 22 lab 5 cr, 44 lec, 22 lab
<b>Rationale:</b> Outcomes updated. Descriptions updated to more accurately reflect topic distribution between the three courses and to more straightforwardly characterize the courses.		
<b>Resolution:</b> Courtney made a motion to approve; Maggie seconded. Motion carried.		
<i>Effective: Fall 2016</i>		
<b>Proposal from Rob Davis:</b>		
<b>M.</b> new degree	<b>Associate in Music-DTA/MRP</b> Effective Fall 2017	101-104 cr total
<b>Rationale:</b> The AM-DTA/MRP is a statewide associate's degree responding to the needs of community and technical college (CTC) students who face challenges in accessing fine arts programs at baccalaureate institutions (BI). Students transferring to BI in fine arts, especially music, were taking longer to complete degrees than students admitted directly as freshman to those institutions. This pathway is designed to increase student enrollment in music programs and reduce time-to-degree for students moving from a CTC to BI in fine arts. To align better with the AA-DTA the Social Science requirement will be from "at least three disciplines".		
<b>Resolution:</b> Betsy made a motion to approve with suggested amendments; Mindy seconded. Motion carried.		
<i>Effective: Fall 2017</i>		

The meeting adjourned at 4:00. The next meeting will be held Wednesday, March 08 @ 3:00 in HSB 235.