



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

To: Committee Members	Copies to:
From: Karen Joiner	Library, Nichole Seroshek
Subject: Minutes from February 08, 2017 Meeting	Karla Rivers, Marisa Geier
Date: February 09, 2017	Dani Trimble, Wendy Hall

Members present: Mindy Boucher, Nicole DiGerlando, Melinda Harbaugh, Mary Hebert, Karen Joiner, Corry Kile, Pete Livins, Tamara Norton, Betsy Richard, Courtney Shah, Maggie Stuart, and Tom Holtslander (ASLCC rep)
Also Attended: Becky Connolly, Leszek Crowsell, Dawn Draus, Liz Engel, Mark Gaither, Sarah Griffith, Janell Haynes-Hughes, Amber Lemiere, Nadine Lemmons, Heidi Patrick, Anita Quirk, David Rosi, Nichole Seroshek, Terri Skeie, Alex Brehm and Lindsay Keevy to fulfill their tenure track obligation, and Fran Nelson, Recorder

The Curriculum Committee met Wednesday, February 08 at 3 p.m. in HSB 235.

Opening remarks were made by Karen Joiner.

- Re-titling of AA-DTA Program Planners from “program of study” to “area of focus”. This is to comply with the sbctc request to remove “concentrations” from our catalog as they are misleading. Students think they have a psychology or math degree (for example) when what they have is an AA-DTA degree. Program planners would be labeled: Associate in Arts – Direct Transfer Agreement (AA-DTA) in bold, and underneath will be “area of focus: (discipline – such as psychology, or anthropology..) This does not apply to MRPs.
- Clarification on effective dates – course plans can be the beginning of the ensuing quarter. Program planners “go live” on the website summer quarter, which aligns with the academic year.

Informational Items:

INFO 1 – Various “short certificates” to be removed from State Inventory List. Certificates had been offered as “options” on various degrees. As degrees were revised or retired, the short certificates were never officially dealt with:

Introduction to Microsoft Office-COC (10 credits)
 Transcription Basics (10 credits), Medical Clerk Assistant (14 credits)-COC
 Office Reception (11-15 credits), Basic Office Skills (10 credits)-COC
 Bookkeeping and Accounting Clerk I (15 credits), II (11 credits), III (16 credits)-COC
Effective Fall 2017.

Proposals from Tamra Bell:

A. revise degree/certs	Advanced Manufacturing Technology-AAS	95 credits
	Paraeducator-COP	45-47 credits
	Diesel/Heavy Equipment Preventative Maintenance-COP	60 credits
	Process Manufacturing-COP	60 credits
	Manufacturing Occupations-COP	47-49 credits

Rationale: Delete reference to ENGL 099 and/or TECH 105 from Communications. Courses do not meet graduation requirements.

Resolution: Chair determined these “informational items”. No further action needed.

Effective: Fall 2017

B. revise cert	Basic Office Skills-COC (was Basic Office Skills II)	19 credits
Rationale: Revise title from Basic Office Skills II to Basic Office Skills. No other changes.		
Resolution: Chair determined this an "informational item". No further action needed. <i>Effective: Fall 2017</i>		
Proposal from Ken Ecklund presented by Karen Joiner:		
C. revise degree	Diesel/Heavy Equipment Technology-AAS	125-131 cr total
Rationale: Add DHET 229, Commercial Truck Driving Operation, for 6 credits as an elective option.		
Resolution: Tamara made a motion to approve; Pete seconded. Motion carried. <i>Effective: Spring 2017</i>		
Proposals from Amber Lemiere:		
D. new course	ENGL 087 , College-Ready Industrial Communications	5 cr, 55 lec
Rationale: In 2015 a prereq of ENGL 098 was added to ENGL 110 to ensure that ENGL 110 students were adequately prepared for the demands of a college-level course. It has been determined that ENGL 098 is better suited for ENGL 101 prep, especially given the focus on academic essay writing. ENGL 087 will serve as the new ENGL 110 prereq and has been designed with ENGL 110 outcomes in mind.		
E. revise course	ENGL 110 , Industrial Communications	5 cr, 55 lec
Rationale: In developing a course description and outcomes for the newly proposed ENGL 110 prereq course of ENGL 087, it was decided that the ENGL 110 course should be updated.		
Resolution: Betsy made a motion to approve with suggested amendments to ENGL 110 prereq; Nicole seconded. Motion carried. <i>Effective: Spring 2017</i>		
Proposals from Heidi Patrick:		
F. revise course	HSC 093 , United States History 1	1-5 cr, 11-55 lec, 22-110 lab
Rationale: Realign US History course from two to three survey classes to better meet the grade level expectations for High School Completion. This class will now survey US History from pre-colonial times through the Civil War, Reconstruction and Westward expansion.		
G. revise course	HSC 094 , United States History 2	1-5 cr, 11-55 lec, 22-110 lab
Rationale: Realign US History course from two to three survey classes to better meet the grade level expectations for High School Completion. The class will now survey US History from the New Industrial Age, through the Progressive Era, World War I, the Jazz Age, Great Depression and New Deal.		
H. new course	HSC 099 , United States History 3	1-5 cr, 11-55 lec, 22-110 lab
Rationale: Add an additional survey class to US History offerings to better meet the grade level expectations for high school completion. This class will allow instruction to expand to include events after World War II: The Cold War conflicts, Postwar Boom, New Frontier, Great Society, Civil Rights Movement, Vietnam War and the social changes these events brought to American society.		
Resolution: Courtney made a motion to approve; Nicole seconded. Motion carried. <i>Effective: Spring 2017</i>		
Proposals from Elena Ross:		
I. revise course	PHED 215 , Outdoor Skills Experience	2 cr, 11 lec, 22 lab
Rationale: Old course description had information that did not allow for flexibility for the activities of the course.		
J. revise course	PHED 216 , Winter Outdoor Experience (was Winter Outdoor Adventure)	2 cr, 11 lec, 22 lab
Rationale: Title changed to match the other outdoor course. Description updated to remove unnecessary information.		
Resolution: made a motion to approve; seconded. Motion carried. <i>Effective: Summer 2017</i>		
K. revise degree	Health and Fitness-AA-DTA (degree requirements, recommended electives) <i>Effective Fall 2017</i>	90 credits
Rationale: Program planner revised based on the changes in courses made over the past three years.		
Resolution: made a motion to approve; seconded. Motion carried. <i>Effective: Fall 2017</i>		
Proposals from Nadine Lemmons:		
L. revise course	BTEC 156 , Intro to MS Visio	2 cr, 44 lab (was 3 cr, 22 lec, 22 lab)
M. revise course	BTEC 157 , Intro to MS Project	2 cr, 44 lab (was 3 cr, 22 lec, 22 lab)
Rationale: Transition courses in the BTEC Lab. Curriculum has been developed and delivered to a small cohort of students; consensus was that the course could easily be delivered through a lab, self-directed approach, and did not warrant 1 credit of classroom lecture time. Adjust credits to 2 lab credits, eliminating 1 credit of lecture.		
Resolution: Courtney made a motion to approve; Melinda seconded. Motion carried. <i>Effective: Spring 2017</i>		

Items tabled until March.

Proposal from Mark Gaither:		
N. revise course	BTEC 165, Cultural Awareness for Care Professionals Approval of credit change will affect these planners: Medical Office Administration-AAS Medical Reception-COP Medical Billing & Coding Specialist-COP Community, Health, & Wellness Advocate-COC	5 cr, 55 lec (was 3 cr, 33 lec)
Rationale: Increase credits from 3 to 5 to accommodate extensive curriculum and student recommendations for additional in-class discussion time. Proposed for Diversity consideration.		
Resolution: Nicole made a motion to approve; Mary seconded. Motion carried. <i>Effective: Fall 2017</i>		
Proposal from David Rosi:		
O. new certificate	Homeland Security Emergency Management-AAS	99-103 credits
Rationale: Reactivate HSEM degree – retired March 2015. Courses have been realigned with Pierce's current offerings.		
Resolution: Tamara made a motion to approve with suggested amendments; Mindy seconded. Motion carried. <i>Effective: Fall 2017</i>		
Proposals from Liz Engel:		
P. revise degree/cert	Medical Assisting-COP Medical Assisting-AAS	69-72 credits 90 credits
Rationale: Change MEDA 120 to a prereq instead of a 1 st quarter cohort course. Remove CS 110 (3 cr) or BTEC 145 (5 cr) from the preq list, but keep as a requirement.		
Resolution: Tamara made a motion to approve; Mindy seconded. Motion carried. <i>Effective: Summer 2017</i>		
Proposal from Adam Wolfer presented by Dawn Draus:		
Q. retire degree	Engineering Academic Plan-AS-T	90 credits
Rationale: Associate degrees in engineering have been replaced with Engineering MRP degrees in Mechanical/Civil/Aeronautical/Industrial/Materials Science Engineering; Bioengineering & Chemical Pre-Engineering; and Computer & Electrical Pre-Engineering. The AS-T does not qualify students for junior status in a baccalaureate institution without more engineering and mathematics courses (i.e. Statics, Dynamics, Circuits, Calculus III, Calculus IV, Linear Algebra, Differential Equations and other STEM courses). Students who do not contact an Engineering advisor may miss taking sequences necessary to qualify for junior status when they transfer with an associate's degree from LCC and may need to start some sequences (like Chemistry) over. By retiring this degree, we reduce the chances of misadvising or mistaken self-advising that hinders our students from completing their degree in a reasonable amount of time.		
Resolution: Courtney made a motion to approve; Nicole seconded. Motion carried. <i>Effective: Fall 2017</i>		
Proposal from Tamara Norton:		
R. revise course	NURS 209, Nursing Success Effective Fall 2017 Approval of credit change will affect this planner: Registered Nurse-LPN2RN (Campus-Based) AAS-T	2 cr, 11 lec, 22 lab (was 3 cr, 22 lec, 22 lab)
Rationale: Lecture hours reduced from 22 to 11 to reflect current practice. Credits/lecture lab now read: 2 cr, 11 lec, 22 lab.		
Resolution: Mindy made a motion to approve; Betsy seconded. Motion carried. <i>Effective: Fall 2017</i>		
Proposals from Leszek Cromwell:		
S. new course	PSYC 198, Special Topics in General Psychology	1 cr, 11 lec
T. new course	PSYC 298, Special Topics in Lifespan Psychology	1 cr, 11 lec
Rationale: The AN DTA/MRP degree requires the specified credits per course. Students who have completed prereq courses elsewhere (such as Oregon) are often deficient one credit of PSYC& 100 and/or PSYC& 200. This course provides an additional credit of PSYC to fulfill the degree requirement. "Creative solutions" such as this are endorsed by the AN DTA/MRP workgroup members, including Joyce Hammer of sbctc.		
Resolution: Melinda made a motion to approve; Betsy seconded. Motion carried. <i>Effective: Spring 2017</i>		
Proposal from Anita Quirk:		
U. revise course	POLS 220, Law and Social Issues	5 cr, 55 lec
Rationale: Description and outcomes updated to meet global outcomes assessment requirements. Due to the writing requirements in the course, a prerequisite of ENGL 099, concurrent enrollment, or instructor permission should be required. This course aligns with the ICRC description for Social Science distribution per the ICRC Handbook, last revision Spring 2015, and will allow CJ-DTA and other DTA degree candidates another Social Science transfer course.		
Resolution: Tamara made a motion to approve; Melinda seconded. Motion carried. <i>Effective: Spring 2017</i>		

Proposal from Terri Skeie presented by Dawn Draus:		
V. new course	COLL 074, Math Success	2 cr, 22 lec
Rationale: Course will better serve students who are also signed up for a pre-college math course and have been identified as not being on track for successful completion, and therefore, must drop the last 2 credits of their pre-college math course. This two credit recovery course will potentially allow those students to keep their financial aid by taking a course specifically geared toward teaching them the skills necessary to be successful in a math course, as opposed to a general college success course.		
Resolution: Mary made a motion to approve; Betsy seconded. Motion carried. <i>Effective: Spring 2017</i>		

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