## CURRICULUM COMMITTEE MEETING REPORT

**2007-2008 Membership**

Mark Bergeson, Social Sciences, Humanities, and Education
Harry Blair, Math
Pat Boerner, Student Development
Deborah Brink, Language and Literature
Brendan Glaser, Dean for Workforce and Continuing Education
Geary Greenleaf, Dean for Instructional Programs
Joan Herman, College Prep
Karen Joiner, Health Sciences, Physical Education, and Public Services
Lynn Lawrence, Registrar
Therese Montoya, Advising and Testing
Robert Rodger, Dean for Instructional Programs
Joel Schaaf, Natural Sciences
Jim Stanley, Business & Information Technology
Tim Veteto, Industrial Technology
Richie Kresge, ASLCC Public Relations

| To: | Committee Members | Copies to: |
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| From: | Robert Rodger | Library |
| Subject: | Minutes from June 05, 2008 Meeting | Registration |
| Date: | June 06, 2008 | Laura Brener |

The Curriculum Committee met Wednesday, May 14, at 3 p.m. in LIB 103.

**Members Present:** Mark Bergeson, Harry Blair, Pat Boerner, Joan Herman, Karen Joiner, Lynn Lawrence, Therese Montoya, Robert Rodger, Joel Schaaf, Jim Stanley, Robert Rose for Richie Kresge

**Also attended:** Don Derkacht, David Rosi, Kristy Enser, and Fran Nelson, Recorder

**Absent:** Deborah Brink, Brendan Glaser, Geary Greenleaf, Tim Veteto, Richie Kresge

The meeting was called to order at 3:05 p.m. by Robert Rodger, Chair.

- Review and approval of agenda.
  *Karen made a motion to approve. Harry seconded. Motion carried.*

- Review and approval of minutes from previous meeting.
  *Harry made a motion to approve. Joan seconded. Motion carried.*

- Report on Action Item from previous meeting
  o Instructional Curriculum Review - status report by Robert.

Discussion:

Four-year grids broken down by discipline were delivered to the departments to allow each department to select the year for each discipline review. Once responses have been received from all departments the information will be combined onto one grid. Since all departments have not responded this item will be put before the Curriculum Committee at the first meeting in October 2008.

Action:
Revisit this item October 2008.

Proposals from Don Derkacht to revise:
1. **CS 170**            **Fundamentals of Computer Programming**
2. **CS 270**            **Data Structures I**

Discussion:

Programming language is changed from C# to C++ allowing CS170, CS 270 and CS 280 to use the same language. Gen Ed outcomes are now listed on new form, course outcomes are revised and assessment methods have been restructured to be more specific. Course title of CS 270 has been changed from "Introduction to Data Structures" to "Data Structures I" to more clearly define course content.

*Resolution:*
*Karen made a motion to approve with modifications. Joel seconded. Motion carried.*
*Effective Fall 2008*

Proposals from Kelly Smith presented by Karen Joiner to reactivate:
3. **PHED 135**            **Fitness Walking, 1-2 credits/22-44 lab**

Discussion:

Course had previously been suspended but is being reactivated by this proposal.
4. **PHED 235**            **Fitness Walking, 1-2 credits/22-44 lab**

Discussion:

Course had previously been deleted and will be considered an addition of a new class by this proposal. Offering both of the above courses will provide students with additional physical education offerings to encourage and promote physical fitness. With the transfer of course information to new course plan forms course outcomes and assessment methods were further revised. The Gen Ed outcome of Interpersonal Skills was determined to be not applicable and will be stricken from the course plans (as amended by Mark Bergeson and passed by the committee).

*Resolution:*
*Joel made a motion to approve with modifications. Jim seconded. Motion carried.*
*Effective Fall 2008*

Proposal from Nadine Lemmons, presented by Jim Stanley, to add new course:
5. **BTEC 109**            **MS Office 2007 Upgrade, 1 credit/22 lab**

Discussion:

Course serves to reacquaint those who use MS Office with the new concepts and appearance of the 2007 upgrade. Course will be an elective. Modifications to proposal will be to strike the Computer Lab Fee and ANGEL Lab Fee since these would only need to be listed if there were actual consumables.

*Resolution:*
*Jim made a motion to approve with suggested modifications. Lynn seconded. Motion carried.*
*Effective Fall 2008*

Proposals from Linda Cullom, presented by Jim Stanley, to revise the following certificates:
6. **COP – BTEC Administrative Support**
7. **COP – BTEC Legal Transcription**
8. **COP – BTEC Medical Reception**
9. **COP – BTEC Medical Transcription**

Discussion:

Add "or ENGL 101" as an option under the communications requirement to be consistent with Business Management. Rationale - ENGL 101 is equal to or higher than BUS 119 in which ENGL 100 is the prerequisite.

*Resolution:*
*Mark made a motion to approve with suggested addition of rationale. Joel seconded. Motion carried.*
*Effective Fall 2008*

Proposal from Jim Stanley to revise:

**10. ACCT 101          Intro to Accounting Concepts**

Discussion:

Revise prerequisite to read:  "MATH 070 <u>or higher</u> with a grade of C or better".  Accounting 101 involves a great deal of computation requiring basic math skills.  MATH 070 is the minimum skill level to be successful in this course.  Lab fee of $8.00 is stricken since there are no consumables.

*Resolution:*

*Pat made a motion to approve with amendments.  Joel seconded.  Motion carried.*

*Effective Fall 2008*

Proposal from David Rosi to revise:

**11. BUS 119          Business Communications**

Discussion:

Revise course outcomes to coordinate with other Business courses at LCC and transfer institutions, i.e. Portland State.

*Resolution:*

*Joel made a motion to approve.  Mark seconded.  Motion carried.*

*Effective Fall 2008*

The meeting adjourned at 3:45.