CURRICULUM COMMITTEE MEETING REPORT

Mark Bergeson, Humanities
Dawn Draus, Math
Kristy Enser, Instruction Office Manager
Andrea Gillaspy, Library Services
Brendan Glaser, Dean for Workforce and Continuing Education
Kyle Hammon, Dean of Instructional Programs, and Chair
Joan Herman, Language and Literature
Karen Joiner, Nursing and Allied Health
Jon Kerr, Dean of Instructional Programs, Director of Library Services
Helen Kuebel, Assistant Dean and Director of Nursing
Louis LaPierre, Natural Sciences
Lynn Lawrence, Registrar
Therese Montoya, Advising and Testing
Charlotte Persons, Transitional Studies
Courtney Shah, Social Sciences
Jim Stanley, Business & Information Technology
Mary Stone, Student Development Department
Larry Woodriff, Industrial Technology
Alina Nesbjorkina, ASLCC Student Representative

To:	Committee Members	Copies to:
From:	Kyle Hammon	Library
Subject:	Minutes from February 10, 2010 Meeting	Laura Brener
Date:	February 11, 2010	Meghan DeGallier

The Curriculum Committee met Wednesday, February 10, at 3 p.m. in LIB 103.

Members Present: Mark Bergeson, Dawn Draus, Kristy Enser, Andrea Gillaspy, Kyle Hammon, Joan Herman, Karen Joiner, Lynn Lawrence, Katrina Fuller (for Louis LaPierre), Jon Kerr, Charlotte Persons, Courtney Shah, Jim Stanley, Larry Woodriff, and Alina Nesbjorkina, ASLCC Representative

Also Attended: Kathy Demarest, Don Derkacht, and Fran Nelson, Recorder

Absent: Brendan Glaser, Helen Kuebel, Therese Montoya, and Mary Stone

The meeting opened at 3:00 with welcome comments from chair, Kyle Hammon. The Curriculum Review process is going well. Kyle will be meeting with the faculty leads and their findings will be reported to the Curriculum Committee. The desired outcome of this action will show us how to further improve teaching and learning at Lower Columbia College. Detailed Curriculum Review criteria and forms may be accessed from the Internal Page and clicking on:
1. Committees / Curriculum / Course Plans – or –
2. Faculty Resources / Faculty Tools / Course Plans

Proposals from Don Derkacht to:		
1. revise course:	**CS 249**, Advanced Operating Systems	5 cr, 33 lec, 44 lab
Discussion:		
Remove prerequisite of CS 111 (not a meaningful prerequisite for CS 249), add CS 144, Principles of PC Operating Systems. Prerequisite of CS 170 will remain since CS 249 requires knowledge acquired from CS 170 to enable success. Course outcomes and assessment methods have been modified to reflect current language and practice.		

Andrea made a motion to approve, Mark seconded. Motion carried.
Effective Winter 2011.

2. revise course:	**CS 281**, Digital Design	6 cr, 33 lec, 66 lab

Discussion:
Increasing the number of credits from 5 to 6 and lab hours from 44 to 66 to allow time to introduce students to elementary circuit theory before moving onto the study of digital design. CS 281 is offered to students seeking a BS in computer science and is especially important for students transferring to WSU-V. CS 281 is not a requirement for our degree or certificate programs. A lab fee may be applied to this course at a later date. This course is typically taught once a year – summer 2010. Course outcomes and assessment methods have been modified to reflect current language and practice.

Resolution:
Joan made a motion to approve, Courtney seconded. Motion carried.
Effective Summer 2010.

Proposal from Charlotte Persons to:		
3. suspend course:	**ENGL 069**, Second Language Grammar & Writing	1-5 cr, 22-110 lab

Discussion:
This course was created to help ENL students with below college level abilities in speaking, listening, reading, and writing English. ENL courses are no longer offered and students currently taking this course do not fit the profile of the students for whom the course was designed. The course and materials are out of date. A better option for student is to take the 2 credit ENGL 072, 073, or 104.

Resolution:
Andrea made a motion to approve, Jim seconded. Motion carried.
Effective Spring 2010.

Proposal from Kathy Demarest to:		
4. add course:	**COLL 095,** Time Management	1 cr, 11 lec

Discussion:
This new course will focus on all the issues of time management: scheduling, study environment, procrastination, setting realistic goals, using outside resources, etc. – items which had been covered during orientation workshops. Students have asked for more assistance managing their schedules with work and family obligations. Students will be able to evaluate their study environment, determine best time of day for study, achieve longer term academic goals and Support Services can be enlisted for additional help. The course will be completely online and Kathy will be contacting students every week. This course does not duplicate any Self-paced Learning course but may be offered as SPL in the future. FTE's will be generated due to course's continuous enrollment. The committee suggested several amendments: change hours (22) from Lab to (11) Lecture, strike repetitive language in course description, mark as "restricted" rather than "elective", and update the course outcomes with more definitive wording.

Resolution:
Mark made a motion to approve as amended, Andrea seconded. Motion carried.
Effective Spring 2010.

Informational Items due to Curriculum Review – Gen Ed Outcomes, Prof/Tech Requirements:	
MEDA 120, Survey of Human Anatomy & Physiology	5 cr, 55 lec
MEDA 121, Healthcare Law	1 cr, 11 lec
MEDA 122, Healthcare Ethics and AIDS Education	2 cr, 22 lec
MEDA 145, Medical Laboratory Techniques	4 cr, 22 lec, 44 lab
MEDA 146, Invasive Procedures	2 cr, 11 lec, 22 lab
MEDA 161, Examining Room Procedures I	3 cr, 22 lec, 22 lab
MEDA 162, Examining Room Procedures II	3 cr, 22 lec, 22 lab
MEDA 165, Medications in Medical Assisting & Diseases	3 cr, 33 lec
MEDA 190, Medical Assisting Externship	6 cr, 180 clinical
MEDA 195, Medical Assisting Seminar	1 cr, 11 lec
NURS 201, Advanced Comprehensive Nursing I	5 cr, 55 lec
NURS 221, Advanced Comprehensive Nursing Clinical I	5 cr, 110 lab

Discussion Item:

Information Literacy Outcomes
Jon reminded the committee that Library faculty and staff are available to assist people during the Curriculum Review process, when revising courses and/or developing new courses, enabling the addition of an Information Literacy outcome to the course(s).

Meeting was adjourned at 3:40. The next meeting will be Wednesday, March 10, 2010.