



CURRICULUM COMMITTEE MEETING

Mindy Boucher, Transitional Studies
Dave Cordero, Natural Science, Health & Engineering
Darlene DeVida, Dean of Instruction
Nicole DiGerlando, Language & Literature
Jim Franz, Social Sciences
Kyle Hammon, Dean of Instruction
Mary Hebert, Math
Karen Joiner, Chair, Executive Dean of Instruction, Director of Nursing Programs
Corry Kile, Industrial Technology
Tamara Norton, Nursing & Allied Health
Betsy Richard, Humanities
David Rosi, Business & Information Technology
Melinda Weatherford, Associate Dean of Learning Resources
ASLCC Student Representative

To: Committee Members	Copies to:
From: Karen Joiner	Library, Nichole Seroshek
Subject: Minutes from February 10, 2016 Meeting	Karla Rivers, Marisa Geier
Date: February 11, 2016	Dani Trimble, Wendy Hall

Members present: Mindy Boucher, Dave Cordero, Darlene DeVida, Nicole DiGerlando, Jim Franz, Kyle Hammon, Mary Hebert, Karen Joiner, Corry Kile, Tamara Norton, Betsy Richard, David Rosi, and Melinda Weatherford
Also Attended: Mark Gaither, Janell Haynes-Hughes, Jim Stanley, and Fran Nelson, Recorder

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

Opening remarks were made by Karen Joiner.

Reminder of timing of prerequisite changes – prerequisites go into effect at a specific date – but need to make allowances for students who may have begun a program at an earlier date and may not have taken the specific “new” courses.

Catalog Updates

- Certificate(s) or degree(s) revised at curriculum meeting
- Minutes reflect change(s) and effective date/quarter
- Online planner is updated but will not be viewable until June 01
 - Same as old catalog procedure – except – the program planners were in a separate file that were accessible by staff and faculty where updates were visible – but typically not effective until the next fall quarter. Note: This is no longer an option on our new website.
- Paper copies of all revisions are processed and kept on file as before. There is now an electronic ‘audit trail’ in our new website that tracks and dates all updates as they are made – even though you won’t see them on the website until June 01.
- Course plan updates are handled in the same manner as before. All course plans and Curriculum Committee documents are still accessible at: <http://lcc.ctc.edu/internal/courseplans/>

Informational items:

Prerequisite clarification:

INFO 1 – MATH 210, Elements of Statistics; prerequisite now reads: MATH 098/099, TECH 098/099, or MATH 087/097 with a grade of C or better. (Previous wording of “MATH 098/TECH 098 or MATH 099/TECH 099” was misleading).
Effective Spring 2016.

Prerequisite clarification:

INFO 2 – PHYS& 115, General Physics II w/lab; prerequisite now reads: PHYS& 114 or Instructor Permission. (Prerequisites inadvertently changed to the MATH/TECH 098/099, MATH 087/097 in October 2012).

Certificate title:

INFO 3 – Diesel/Heavy Equipment Preventive Maintenance-COP, adding the word “Diesel” to the certificate title for proper identification.
Effective Fall 2016.

Degree total credits:

INFO 4 – Registered Nurse-LPN2RN-Campus Based, AAS-T; NURS 209 = 3 cr; total credits now read: 120-123
Effective Fall 2015.

Proposal from Brian Mack presented by Darlene DeVida:		
A. revise degree	Fire Science Technology-AAS (Degree Requirement = Quantitative Skills)	92-93 total credits
Rationale: Replace MATH 106, Industrial Mathematics with MATH 105, Math for Health Sciences. MATH 106 does not cover the type of mathematics Fire Fighter and Emergency Medical Technicians must be knowledgeable about. MATH 105 is much more relevant and meets the need of the Fire Fighter and Emergency Medical Technicians. No other changes.		
Resolution: David Rosi made a motion to approve; Dave Cordero seconded. Motion carried. <i>Effective: Fall 2016</i>		
Proposals from Janell Haynes-Hughes:		
B. revise course	ENGL 221, Teaching and Tutoring Writing I (cr/lec, description, distribution, outcomes)	2, 4 or 5 cr, 22, 44, or 55 lec (was 3 cr, 33 lec)
Rationale: Course revised to overcome student barriers to enrollment. The change from 3 credits to a variable credit model, as well as including the course as a Humanities distribution, will make it easier for students to fit the course into their degree plans. The humanities distribution is appropriate as the course is encompassed by the rhetoric and composition/writing studies discipline. Course outcomes and description have been revised to better reflect a relationship with the tutoring program through LCC's Learning Commons.		
C. revise course	ENGL 222, Teaching and Tutoring Writing II (cr/lec, description, prereq, distribution, outcomes)	4-5 cr, 44-55 lec (was 3 cr, 33 lec)
Rationale: Change to ENGL 221 necessitated change to ENGL 222, which is an advanced version of ENGL 221. Credits increased (from 3) to 4 or 5 because students must be willing to engage on a deep level in order to benefit from retaking the course. Would like this course to be considered for Humanities distribution, will make it easier for students to fit the course into their degree plans. The Humanities distribution is appropriate as the course is encompassed by the rhetoric and composition/writing studies discipline. Course outcomes and description have been revised to better reflect a relationship with the tutoring program through LCC's Learning Commons.		
D. retire course	ENGL 223, Teaching and Tutoring Writing III	3 cr, 33 lec
Rationale: Repeating course a third time is unnecessary.		
Resolution: Kyle made a motion to approve items B, C, and, D with suggested amendments to descriptions; items will be discussed with Social Science Department regarding identifying courses as Humanities; Nicole seconded. Motion carried. <i>Effective: Winter 2016</i>		
Proposal from Rhonda Meyers presented by Dave Cordero:		
E. new course	BIOL 298, Special Topics in Human Physiology	1 cr, 11 lec
Rationale: This course will be utilized to meet pre-health program credit requirements for students who need a total of 12 A&P credits. This is primarily nursing, dental hygiene, and radiography in Oregon schools. Those students who need 6 credits each of BIOL& 241 and BIOL& 242 would be able to take this course both quarters in order to fulfill that requirement.		
Resolution: Darlene made a motion to approve; Nicole seconded. Motion carried. <i>Effective: Spring 2016</i>		
Proposals from Mark Gaither:		
F. new courses	BTEC 167/AH 167, Mental Health First Aid for Youth	1 cr, 11 lec
Rationale: Courses are part of the Mental Health First Aid training that is offered as part of the Medical Administrative Support-AAS. Courses can be substituted for BTEC 166/AH 166 Mental Health First Aid for Adults. Cross-listing courses provides greater exposure in class schedule and other publications.		
G. revise course----- and add new course-	BTEC 166, Mental Health First Aid for Adults AH 166, Mental Health First Aid for Adults (description, cross-listing)	1 cr, 11 lec
Rationale: Courses are part of the Mental Health First Aid training that is offered as part of the Medical Administrative Support-AAS. Courses can be substituted for BTEC 167/AH 167 Mental Health First Aid for Adults. Cross-listing courses provides greater exposure in class schedule and other publications.		
Resolution: David Rosi made a motion to approve with suggested description updates; distribution requirements shall reflect Restricted; Mindy seconded. Motion carried. <i>Effective: Spring 2016</i>		
H. new certificate	Community, Health, & Wellness Advocate-COP	57 total credits
Rationale: Community Health Workers (CHW), as defined by the Bureau of Labor and Statistics, assists individuals and communities in adopting healthy behaviors. This includes but is not limited to providing social support, connecting people and services, advocating for wellness, supporting community services that improve lives, and assisting individuals with managing health and wellness needs. Locally, regionally, and throughout the Washington state, health and wellness organizations, collaborations, community groups, and professionals have identified CHWs as a resource to improve individual and community health and wellness. As identified by the Bureau of Labor and Statistics, demand for CHWs as part of the health and wellness workforce is growing.		

Resolution: Jim made a motion to approve; Dave Cordero seconded. Motion carried. <i>Effective: Summer 2016</i>		
I. revise degree	Medical Administrative Support-AAS	91-98 total credits (was 90-94)
Rationale: Changes to the program are twofold: a) The need to mitigate the adverse effect of new Financial Aid rules that impact student completion; and, 2) The need to provide an ongoing path for continuous learning opportunities. The revision utilizes a guided pathway model that incorporates all certificates as part of a meta-major in healthcare administration and medical office support.		
Resolution: Kyle made a motion to approve contingent on Advisory Committee approval; Nicole seconded. Motion carried. <i>Effective: Summer 2016</i>		
Proposal from Jim Stanley:		
J. retire degree	Accounting Technician f/ Evergreen State College-AAS-T	92 total credits
Rationale: The Evergreen State College does not have an interest in continuing the Accounting Technician AAS-T. In addition, the institution does not provide a pathway for eligibility toward the CPA or CMA exam. The majority of students who complete this degree transfer to Warner Pacific University.		
Resolution: Dave Cordero made a motion to approve; Tamara seconded. Motion carried. <i>Effective: Spring 2016</i>		
Addendum Item - Proposal from Janell Haynes-Hughes:		
revise course	ENGL 099, College-Ready English II (cr/lec, outcomes)	1-5 cr, 11-55 lec (was 5 cr, 55 lec)
Rationale: Change to variable credit model so that students who have previously mastered some of the 099 outcomes in a previous course (ENGL 098) may take the course for fewer credits and work only on the outcomes with which they continue to struggle. This will avoid repetition of an entire 5 credit course in order to maximize accelerated progress and retention. Similar outcomes have been clustered and assigned a credit amount (listed in the course outcomes section). Please see the attached flowchart for the possible pathways through pre-college English that this course revision would augment.		
Resolution: Tamara made a motion to approve; Darlene seconded. Motion carried. <i>Effective: Spring 2016</i>		

The meeting adjourned at 3:55. The next meeting will be held Wednesday, March 09 @ 3:00 in HSB 235.