



Curriculum Committee Meeting Minutes

Jolynn Amrine, Language & Literature
Merry Bond, Co-Chair, Dean of Instruction
Amy Boultinghouse, Nursing, Allied Health, & Wellness
Henry Brewster, Dean of Instruction
Gina Challed, Performing and Visual Arts, Communications, & Library
Mark Gaither, Business & Information Technology
Stefanie Gilberti, Dean of Instruction & Learning Resources
Tamra Gilchrist, Co-chair, Dean of Instruction
Michaela Jackson, Dean of Instruction
Corry Kile, Industrial Technology
Ashleigh Kruckenberg, Education
Jason Malozzi, Mathematics & Engineering
Morgan Salisbury, Natural Science
Courtney Shah (Larissa Arnold), Social Science & Humanities
ASLCC Student Representative

To:	Committee Members	Date:	May 5, 2026
From:	Merry Bond and Henry Brewster, Co-Chairs	Copies to:	Library, Magnus Altmayer, Rosemary Perkins, April Tovar Villa, Britney Deal, Dani Hart
Subject:	Agenda for April 10, 2026, Meeting		

Members present: Jolynn Amrine, Amy Boultinghouse, ~~Gina Challed~~, Mark Gaither, Stefanie Gilberti, Tamra Gilchrist, ~~Michaela Jackson~~, Corry Kile, ~~Ashleigh Kruckenberg~~, Jason Malozzi, Morgan Salisbury, Larissa Arnold (for Courtney Shah), ~~Vickey Chen (ASLCC)~~, Henry Brewster (co-chair), Merry Bond (co-chair)

Also attended: Mavourneen Rister, Magnus Altmayer, Tanya Pisarchuk, Alma Mendoza, Kiersten Wolfe, Angel Ruvalcaba, Nicole Buffham (recorder)

The Curriculum Committee met on Friday, April 10, at 1:00 pm via Zoom.

Meeting Commencement:

Opening remarks were made by Merry. She requested committee consent to add two items to Committee Business:

- Curriculum Committee Page - Curriculum History
- New standing item: Committee Take-Aways

Information Items:

INFO 1 – OLTM Natural Science: BAS-OLTM students will now complete ENVS 440 for the Natural Science with Lab requirement. “(5 credits of Natural Science with lab required for OLTM)” will be removed from the following programs:

- Automation, Instrumentation and Robotics AAS
- Automotive Technology AAS
- Diesel Technology AAS
- Machine Trades AAS
- Welding AAS
- Substance Use Disorder Studies AAS
- Medical Assisting AAS

INFO 2 – Retiring Certificates: The following certificates are no longer used and will be retired to bring LCC’s program inventory into alignment between NWCCU, eAPP with the Department of Education, and our local catalog.

- Accounting & Marketing COC (52.0302) 15 credits
- Suspension, Brakes & Alignment COC (47.0604) 16 credits
- Business Management Assistant COC (52.0201) 15 credits
- Customer Service COC (52.0411) 15 credits
- Small Business Management COC (52.0701) 15 credits
- Marketing COC (52.1804) 15 credits

INFO 2 Conversation: Future short-term certificate development should consider Gainful Employment/High Wage/Demand, strive to align with industry-recognized credentials, and align with emerging WF Pell regulations. Some of these areas are still in development, but committee members and departments should be mindful of them when considering the development of future short-term credentials. Tamra can discuss emerging initiatives during the meeting if there are questions, and deans can offer support for programs as we navigate emerging regulations.

INFO 3 – Nursing Assistant COC: Due to the November 2025 changes to NURS 100 (formerly NURS 90), the Nursing Assistant COC will be updated to align with the course changes.

INFO 4 – NURS 151 Prerequisite Clean-up: The prerequisite to NURS 151 will be updated to reflect the NURS 90 course change to NURS 100.

- “NURS 100 or equivalent and certification as a nursing assistant in WA or OR and admission to the nursing program. NURS 100 must be completed with a ‘C+’ or above”

Proposals:

Proposal from Stefanie Gilberti:

A) Revise Course	COLL 101, College Success (credits)	2 cr, 22 lec
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Rationale: We are changing to 2 lecture credits instead of 1 lecture and 1 lab credit. The course is not a lab, it is lecture. This change is warranted due to the removal of excess content and no longer needing the increased contact hours to complete course work.

Resolution: Mark made a motion to approve; Jason seconded. Motion carried.

Effective Summer 2026

Committee Business:

- Human Relations Criteria - TABLED for June
- Voting in absentia
 - Committee members will discuss with their departments and report back to the committee in May.
- Committee voting by poll
 - The committee will try polling at a future spring meeting.
- Curriculum Committee Page - Curriculum History
 - The committee was shown various resources for finding information related to course and program changes that are not yet effective.
- New Standing Item: Committee Take-Aways

The meeting adjourned at 1:56 pm. The next meeting will be on May 8, 2026, at 1:00 pm, in HSB 107.

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