



AGENDA & NOTES

Name of Committee or Team: **Curriculum Committee**

Recording link (unedited): <https://lccedu.webex.com/lccedu/ldr.php?RCID=9be6e18ca47fe709364368d3925b6218>

- **Committee Members Present via WebEx:** Rafeeq McGiveron, Tamara McDiarmid, Eric Bennett, Ian Leighton, James Allen, Mark Kelland, Ami Ewald, Heather Bunce, Courtney Geisel, Dan Rafail, Michael Pemberton
- **Resource Members Present via WebEx:** Jackie Womble, Laurie Kinne, Kelly Ellis, Mary Ellen Laatsch
- **Guest:** n/a
- **Scribe:** Penny Tucker

Date: February 15, 2023

Time: 2:30 pm – 4:30 pm

Room: WebEx

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the February 15, 2023 Agenda	2:30-2:35 2:33-2:34	<ul style="list-style-type: none"> • Changes/Objections: none • Approved without objection 	Approved without objection
Approval of minutes from CC meeting on February 1 <i>(All)</i>	2:35-2:40 2:34-2:35	Corrections: <ul style="list-style-type: none"> • EDUC 220 and SPAN 106 – Please shift verb to “were.” • Discontinuation worksheet/HLC, last bullet – Please add “during the teachout period” at end. • All I added (or, really, deleted) was duplicated items from “Approval of minutes from CC meeting on January 18, 2022 <i>(All)</i>.” • Comments/Changes: None • Approved with amendments without objections 	Approved with amendments without objection
Approval of CC consent agenda <i>(All)</i> Course Expedited Revisions Approved by Director of Assessment and CC Reviewed:	2:40-2:45 2:35	<ul style="list-style-type: none"> • Updates to the course description following initial submission to CC • Questions/Comments: none • Objections: none • Approved without objections 	Approved without objection: <ul style="list-style-type: none"> • ENGL 098-Integrated

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<ul style="list-style-type: none"> ENGL 098- Integrated Reading Writing I 			Reading Writing I
CC + CASL Work Group Update Learning Outcomes (Tami M.)	2:45-2:50 2:35-2:37	<ul style="list-style-type: none"> Emailed Karen Hicks today to schedule a mtg time to begin process review Verify if original task for workgroup is still on point and if need to adjust/add to workgroup efforts Pending mtg, follow up at next CC meeting Mark Kelland, Senator Dienes is Chair of CASL and should be included. Chair Tami will include Chair Dienes on same future meetings. 	Follow-Up at next meeting
CC & Degree Works Update (Zachary Foster)	2:50-2:55 2:37	<ul style="list-style-type: none"> Zach not in attendance No issues at this time 	Follow-Up at next meeting
5-Star Ticket / Curriculum Committee Webpage Update (Penny T)	2:55-3:00 2:37-2:38	<ul style="list-style-type: none"> Update to Resources/Information document and Expedited Revised Course Review Process document on the CC webpage. Guidebook, and LMS video - Updates Pending 	Follow-Up at next meeting
Update Program of Study Discontinuation information on worksheet/HLC perspective (Mark K.)	3:00-3:15 2:38-2:39	<p>Almost ready to discuss. Email received back from HLC with a surprise response. HLC wants to know what is being done for each student. Going to understand as each group of students and reply accordingly, which will be accepted or rejected for further information. Further discussion to come.</p> <p>Previous meeting 02.01.23:</p> <ul style="list-style-type: none"> Long time since submitting discontinuation to HLC Last process to submit and that's all Most recent, question asked as to how many students are still registered as major Mary Ellen obtained information for Mark and emailed Pending outcome from HLC, may need to update Discontinuation worksheet 	Update at next meeting

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		<ul style="list-style-type: none"> ○ Revisit at next meeting ○ James asked, students enrolled will be able to complete the program? ○ Yes, a teach out plan is usually 3-years ○ Mary Ellen working on a discontinuation SOP at this time ○ Dan advised that some substitutions for courses can be provided so the student does not have to change programs. ○ Mary Ellen advised that is referenced in SOP 	
Follow-Up questions for CC members (Rafeeq/Mary Ellen L.)	2:39-2:41	<ul style="list-style-type: none"> ● Mark moves to postpone this item is prepared to be ready by Chair and Vice-Chair to discuss, Ian seconds. ● Comment: Rafeeq, still a number of items in the air and would like to meet with CIMT, CC Admin, and Provost again to further discuss. ● No further discussions ● Postponed until CIMT reps, CC Admin, and Provost can meet to discuss additional matters. 	<ul style="list-style-type: none"> ● Meeting will be scheduled amongst the CIMT Reps, CC Admin, Dir of Assessment, and Provost ● Follow-Up after above meeting
Items for Review			
New Courses: <ul style="list-style-type: none"> ● n/a 	3:15 2:41	<ul style="list-style-type: none"> ● n/a 	n/a
Course Revisions: <ul style="list-style-type: none"> ● n/a 	3:15 2:41	<ul style="list-style-type: none"> ● n/a 	n/a
Expedited Revisions: <ul style="list-style-type: none"> ● n/a 	3:15 2:41	<ul style="list-style-type: none"> ● n/a 	n/a

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<p>New Programs/Pathways: 2nd review:</p> <ul style="list-style-type: none"> Social Sciences (GA) 	<p>3:15-3:45 2:41-2:52</p>	<p>Social Sciences (GA)</p> <ul style="list-style-type: none"> Mark moves to approve Social Sciences GA, heather seconds Discussion: Eric question, all GA's in general, any information on pathways to direct students to regarding questions or transfer courses. (see recording for specific information) Rafeeq, says no, always a possibility of substituting. CC should not be the ones to decide; Academic Success Coaches maybe address (possibly). Add to contact information about substitution information Per Mary Ellen in chat: We are updating the Contact Information on every pathway to read "For further information, including about career options, course substitutions and waivers, etc., contact..." Objection: none Approved without objection <p>From: Laurie Kinne <kinnel@lcc.edu> Sent: Wednesday, February 1, 2023 5:05 PM To: LCC-Helpdesk-Reply@lcc.edu; lcc-cc@lcc.edu Subject: RE: 5StarServiceCenter Service Request #519117 (Social Sciences (GA)-New Pr...) Comment Added</p> <p>I just got off a phone call with Jessica Hester, Director of Social Sciences and Humanities. The attached GA has been updated with the 2.0 statement.</p> <p>Previous meeting minutes:</p> <ul style="list-style-type: none"> Following TRT Report, edits completed and Director of Assessment approved 01/27/23 Rafeeq asked if his question regarding the 2.0 overall grade was sent to the Program Laurie believed it did Laurie advised that notes indicate, question is "is it required to be on there?" 	<p>APPROVED WITHOUT OBJECTIONS:</p> <ul style="list-style-type: none"> Social Sciences (GA)

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		<ul style="list-style-type: none"> • Is it up to the Program or required by the college? • Laurie unaware that college requires 2.0 in all courses to receive an award. Overall GPA has to be a 2.0? • Tami stated it is just the courses listed in Milestone • Eric stated it is usually said in the top of the Pathway, usually the AA and AS • Laurie advised that Cheryl stated that is standard language • Laurie asked if this could be approved with via email for clarification of the 2.0 requirement? • Mark inquired if any specific reason CIMT-wise why this could not wait the two weeks. • Mary Ellen stated waiting the two weeks is fine. • Mark move to postpone for clarification of the 2.0 requirement to next meeting, Rafeeq seconds • Objection: none • Approved to postponed • PHIL 151, Critical spelled correctly due to character limit in Banner. Laurie confirmed on Banner 	
<p>Program of Study Discontinuation:</p> <ul style="list-style-type: none"> • Social Sciences, AA (0121) 	<p>3:45-4:00 2:55</p>	<p>Social Sciences, AA (0121)</p> <p>Mark moves to discontinue program of study for Social Sciences AA.</p> <p>Discussion: James asks why is at CC if already approved by Dean and division admin?</p> <p>Tami: must go through proper protocol, such as Dean, CC, Academic Senate, and Provost.</p> <p>Mark K: HLC assumed practices states that faculty shall have substantial oversight of the curriculum.</p> <p>Rafeeq: Matter of oversight</p> <p>Heather seconds</p> <p>Discussion: none</p> <p>Objections: none</p> <p>Approved without objection</p>	<p>Approved without Objections:</p> <ul style="list-style-type: none"> • Social Sciences, AA (0121)

Agenda Item	Tentative Time	Discussion	Next Steps
		<p><i>Previous meeting info:</i></p> <ul style="list-style-type: none"> • Rafeeq move to postpone until the new program of study (GA) is approved, Mark seconds • Objection: none • Approved to postponed until next meeting <p>The new Social Sciences (GA) ticket has been submitted and is in process. Notes from prior meeting:</p> <ul style="list-style-type: none"> • Penny advised this is pending approval of a new program of study proposal for Social Sciences, GA, which has not been submitted for review yet • Mark motions to postpone until review of new Social Sciences GA, Rafeeq seconds • Approve to Postpone 	
<p>General Ed-Applied / MTA Course Proposal</p> <ul style="list-style-type: none"> • n/a 	<p>4:00 2:55</p>	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a
<p>CIMT Course Revisions:</p> <ul style="list-style-type: none"> • CJUS 131 • CJUS 255 • WELD 105 • HUMS 140 <p>(Any courses on CIMT Course Revision .pdf document that are highlighted in green are pending cc course reviews and are NOT listed here.)</p>	<p>4:00-4:15 2:55-2:57</p>	<p>CJUS 131:</p> <ul style="list-style-type: none"> • Change, Fa, Sp, Su. Reason for change is sections management and enrollment <p>CJUS 255:</p> <ul style="list-style-type: none"> • Change, Fa, Sp, Su. Reason for change is sections management and enrollment <p>WELD 105:</p> <ul style="list-style-type: none"> • Change, Minimum 2.0 for WELD 103 needs to be changed to 2.5. Reason for change is to better prepare the students for the next level of courses. <p>HUMS 140:</p> <ul style="list-style-type: none"> • Change, F,Sp,Su. Course is offered all 3 semesters. <p>Heather moves to approve CIMT Revisions, Rafeeq seconds Discussion: none Objections: none Approved without objections</p>	<p>Approved without Objections:</p> <ul style="list-style-type: none"> • CJUS 131 • CJUS 255 • WELD 105 • HUMS 140

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Agenda Items for Future Meeting: Next Meeting: March 1, 2023, 2:30-4:30pm	4:15-4:30 2:57-2:58	Marks update from HLC CC meeting schedule for 2023-2024	Previous Items on agenda

Meeting adjourned at 2:58

WebEx Chat Information:

- February 15, 2023 2:27 PM from Eric Bennett to everyone: I have to leave right before 4PM today.

- February 15, 2023 2:28 PM from Tamara McDiarmid to everyone: I think we might be done by then

- February 15, 2023 2:28 PM from Tamara McDiarmid (privately): Got Mark to make the motion. All should be good

- February 15, 2023 2:28 PM from Penny Tucker to everyone: https://lansingcc-my.sharepoint.com/:f/g/personal/tuckerp3_star_lcc_edu/EkhJNnHUJ5BHpc_dSkWWtZsByaCq6id6zgpwWw4IWWw47Q?e=EqyLh

- February 15, 2023 2:29 PM to Tamara McDiarmid (privately): thanks. I would like to record as not feeling well still and don't want to miss anything. thanks.

- February 15, 2023 2:32 PM from Penny Tucker to everyone: I will be recording the meeting once called to order. Thanks.

- February 15, 2023 2:33 PM from Penny Tucker to everyone: 7 voting members now

- February 15, 2023 2:49 PM from courtney to everyone: Those conversations should occur at advisement sessions? If they have one

- February 15, 2023 2:50 PM from Rafeeq McGiveron to everyone: Agreed, Courtney...like you say, if they have one.

- February 15, 2023 2:50 PM from Mary Laatsch to everyone: We are updating the Contact Information on every pathway to read "For further information, including about career options, course substitutions and waivers, etc., contact..."

February 15, 2023 2:50 PM from Mark Kelland to everyone: Nice.

February 15, 2023 2:51 PM from Rafeeq McGiveron to everyone: Excellent, Mary Ellen! CIMT = great!

February 15, 2023 2:55 PM from Mark Kelland to everyone: Most of our discussion is the points of order, lol.

February 15, 2023 2:57 PM from Laurie Kinne to everyone: Did ENGL 098 get approved?

February 15, 2023 2:58 PM from Rafeeq McGiveron to everyone: 098 was the consent dealie.

Polling Results:

No polling results provided today.