



AGENDA & NOTES

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

Recording link: <https://lccedu.webex.com/lccedu/ldr.php?RCID=6b0331dcdaa072ec48839fa46420a4ea>

- **Committee Members Present via WebEx:** Tami McDiarmid, Rafeeq McGiveron, Ami Ewald, Courtney Geisel, Ian Leighton, James Allen, Jon Ten Brink, Mieko Philips, Mike Pemberton, Heather Bunce, Eric Bennett, Tracy Nothnagel
- **Resource Members Present via WebEx:** Ann Selleck, Jackie Womble, Kelly Ellis, Laurie Kinne, Mary Ellen Laatsch
- **Guest:** n/a
- **Scribe:** Penny Tucker

Date: April 5, 2023

Time: 2:30 pm – 4:30 pm

Room: WebEx

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the April 5, 2023 Agenda	2:30-2:35 2:32-2:34	Added: <ul style="list-style-type: none"> • Follow-Up on Academic Advisor email request (Rafeeq) • Objections: None • Approved with amendments without objections 	Approved with amendments without objection
Approval of minutes from CC meeting on March 15 (<i>All</i>)	2:35-2:40 2:34-2:35	<ul style="list-style-type: none"> • Objections: None • Approved without objections 	Approved without objection
Approval of CC consent agenda (<i>All</i>) Course Expedited Revisions Approved by Director of Assessment and CC Reviewed: <ul style="list-style-type: none"> • n/a 	2:40-2:45 2:35	n/a	n/a
CC + CASL Work Group Update Learning Outcomes (Tami M.)	2:45-2:50 2:35-2:36	<ul style="list-style-type: none"> • Due to the Criminal Justice Academy ending, no meetings had taken place due to scheduling issues • To begin meetings with CASL for discussions • More to follow 	Follow-up at next meeting

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CC & Degree Works Update (Zachary Foster)	2:50-2:55 2:36	Zach not in attendance	Follow-up at next meeting, if necessary
5-Star Ticket / Curriculum Committee Webpage Update / Update to Expedited Revised Course Proposal Flow Chart (Penny T)	2:55-3:00 2:36-2:39	<ul style="list-style-type: none"> • Guidebook, and LMS video - Updates Pending • Updated the Expedited Revised Course Proposal flow chart (internal) to expand the Not Approved to include Not Approved, Full Review • Steps included for changes discussed at 3/15/23 meeting • Questions/Discussions: none • Approved without objection 	Approved without objection: Expedited Revised Course Proposal Flow Chart (Internal)
Follow-Up on Academic Advisor email request (Rafeeq M.)	3:00-3:05 2:39-2:42	<p>LCC-AA-Advisor@star.lcc.edu has been created.</p> <p>Parameters/rules: Per Chelsea Brandon: My primary expectation for advisors is that this inbox would be for technical items (numbering, sequencing, pre-req/co-req conflicts, title typos, etc.) only – NOT for opinions, open-ended complaints/ideas. I will relay that those larger discussions need to be separate conversations with me, the academic departments or with you</p> <p>Per Mary Ellen Laatsch: One of the things that I want the advisors to be aware of is that some changes we can not make mid-year. Anything that may impact CPoS, we are limited on when updates can be made. At times we may determine that the recommendation is a good one but the change will need to occur on the next year's pathway.</p>	No further follow-up necessary; advisement of new email address and the parameters regarding information sent by Advisors.
Meeting with A&S Academic Coordinators (Rafeeq M./Tami M.)	3:05-3:15 2:42-2:44	Met with the A&S Academic Coordinators-Ann Selleck, Josie Sebastian, Jaime Grant, Nicole Olszowy (Page Smith-absent) to discuss the process of CC and submitting 5-star tickets. The Academic Coordinators will assist in submitting the 5-star tickets for their areas in A&S in the Fall 2023. Additional meetings will take place between now and Fall to acclimate the Academic Coordinators	Follow-up in future meetings as available

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		to the information necessary and process. Plan to see these individuals in future meetings.	
Chair Elect Language Update (Tami M.)	3:15-3:30 2:44-2:55	<ul style="list-style-type: none"> • If AS accepts the Charter changes for Chair Elect, discuss senate vote for adoptions to changes of Charter. • Vote this Friday for Chair Elect information at Academic Senate. If approved, CC will need to make necessary changes in Charter so it reflects 1) term limit; 2) Chair elect will entail. Next meeting on the 19th will begin updates, if approved. 	Pending outcome approval at the AS meeting on 4/7/23, follow-up at next meeting to Charter and language
Gen Ed-MTA and Applied Degree proposal documents and communication schedule for FY 23/24 (Penny T.)	3:30-3:45 2:55-3:00	<p>Reviewed the proposed 23/24 Communication Timeline for submission of Gen Ed-MTA and Applied proposals to be implemented in the Fall 2024.</p> <p>Reviewed the MTA Course Recommendation proposal form and one of the Applied Gen Ed category forms</p> <p>Objections/Discussions: None</p> <p>Amendments and Timeline approved without objection</p>	Forms and Timeline will be finalized and brought to the Academic Senate at the 4/21 meeting, along with update of CC webpage.
CC Meeting Dates for 23/24 and Summer Meeting Date (Tami M.)	3:45-3:55 3:00-3:09	<ul style="list-style-type: none"> • Proposed schedule for 23/24 prepared. Also includes meeting schedule for 2nd and 4th Wednesday of each month, along with every other week, due to the initial 1st and 3rd Wednesday of each month majority meet the week of Academic Senate. This would delay the approval of reports by a week and a half. • Tracy N moves to approved changing to the 2nd and 4th Wednesdays of each month schedule, Ian seconds • Discussion: Laurie K inquired about the number of meetings during the Fall as it is our busiest time. • Courtney G. asked if at the same time of 2:30? Unsure at this time 	Postponed to the next meeting

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		<ul style="list-style-type: none"> • Further members suggested waiting and reviewing calendars and to discuss further at next meeting. • Motion to postpone to next meeting to discuss the 23/24 meeting schedule that best accommodates the members and need of CC. 	
Items for Review			
New Courses: <ul style="list-style-type: none"> • n/a 	3:55 3:09	<ul style="list-style-type: none"> • n/a 	n/a
Course Revisions: <ul style="list-style-type: none"> • n/a 	3:55 3:09	<ul style="list-style-type: none"> • n/a 	n/a
Expedited Revisions: <ul style="list-style-type: none"> • n/a 	3:55 3:09	<ul style="list-style-type: none"> • n/a 	n/a
New Programs/Pathways: <ul style="list-style-type: none"> • Education (GA) • Robotics Technology (CA) – ON HOLD 	3:55-4:05 3:09-3:30	Education (GA) <ul style="list-style-type: none"> • From pathway, remove “s” from component • Remove comma after 101 • Per Rafeeq’s note under Education Career Community Courses, Mary Ellen advised to add Additional Comments regarding this is for 2.0 minimum in all courses in the “Education Career Community Courses” block—which also affects ACAD 100—in addition to CHDV 101 also needing a 2.5 as you say. • Need to confirm with Cheryl Garayta regarding courses offered for GVSU and , which are not listed anywhere on Pathway. • See Pathway-TRT Report for additional notes • Jon T moves to approve with amendments and adjustments to follow by the Director of Academic Quality, Rafeeq seconds. • Objections: None • Approved with amendments and adjustments to follow by Director of Academic Quality 	Approved with amendments and adjustments to follow by the Director of Academic Quality: <ul style="list-style-type: none"> • Education (GA) Postponed to next meeting: <ul style="list-style-type: none"> • Robotics Technology (CA)

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		Robotics Technology (CA) <ul style="list-style-type: none"> • Following last meeting, received email from Jackie Womble requesting a hold be placed on this new program of study request pending additional review by program. • Per Jackie W, 4/5/23: We are still on hold with the robotics pathway. Brian has to check one last item then we can move forward with it. I'm hoping by the next meeting we will be good to go. 	
Program of Study Discontinuation: <ul style="list-style-type: none"> • n/a 	4:05 3:30	<ul style="list-style-type: none"> • n/a 	n/a
General Ed-Applied / MTA Course Proposal <ul style="list-style-type: none"> • PHIL 215 – Philosophy of Religion 	4:05-4:15 3:30-3:34	PHIL 215 <ul style="list-style-type: none"> • CMU: PHL 230 Philosophy of Religion, 4 • EMU: PHIL 215 Philosophy of Religion, 3-Per email-2022.09.30 • FSU: PHIL General Credit PHIL Gen Crd 200 Level Cult En, 4 • GVSU: PHI 343 ?** God, Faith, and Reason: Philosophy of Religion, 3-Looks like they simply changed title fr former “Philosophy of Religion” to current in 2019-20; course description is unchanged. • MSU: none • UM-Ann Arbor: none • UM-Flint: PHL 165, 3-Per email-2022.09.29 • Heather B. moves to approve, Ami seconds • Objections: none • Approved without objection 	Approved without objection: <ul style="list-style-type: none"> • PHIL 215 – Philosophy of Religion
CIMT Course Revisions: <ul style="list-style-type: none"> • MATH 098 • MATH 109 • LEGL 207/227 • LEGL 110 	4:15-4:25 3:34-3:40	MATH 098 <ul style="list-style-type: none"> • Change: QRAS 241-300; ACT Math 15-21; SAT Math 400-540; MTHL 4 – 5. Due to Michigan Reconnect eligibility changes. • Per Mike P, lowering scores as older students coming in to a college-ready level math course. 	Approved without objection: <ul style="list-style-type: none"> • MATH 098 • MATH 109 • LEGL 207/227

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<ul style="list-style-type: none"> • AVGM 111 • AVGM 112 • AVGM 113 • AVGM 114 • LEGL 211 • LEGL 212 • LEGL 125 • CJUS 247 • CJUS 287 <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>MATH 109</p> <ul style="list-style-type: none"> • Change: QRAS 225-240; MTHL 4; no longer using AAF, ACT Math, SAT Math scores; Due to Michigan Reconnect eligibility changes. <p>LEGL 207/227</p> <ul style="list-style-type: none"> • Change: When building the new eDiscovery course-LEGL 227 I discovered that LEGL 227 was already being used by an existing course and changed the new course to LEGL 207 <p>LEGL 110</p> <ul style="list-style-type: none"> • Cancel: LEGL 207 will replace this course <p>AVGM 111</p> <ul style="list-style-type: none"> • Change: Placement Score: Reading Level 3 <p>AVGM 112</p> <ul style="list-style-type: none"> • Change: Placement Score: Reading Level 3 <p>AVGM 113</p> <ul style="list-style-type: none"> • Change: Placement Score: Reading Level 3 <p>AVGM 114</p> <ul style="list-style-type: none"> • Change: Placement Score: Reading Level 3 <p>LEGL 211</p> <ul style="list-style-type: none"> • Change: S, F. The wrong semester was requested for change <p>LEGL 212</p> <ul style="list-style-type: none"> • Change: Clocks hours changed for the courses when the credits hours changed. They are now 48 <p>LEGL 125</p> <ul style="list-style-type: none"> • Change: Clocks hours changed for the courses when the credits hours changed. They are now 48 <p>CJUS 247</p> <ul style="list-style-type: none"> • Cancel. The course is no longer relevant to the program. <p>CJUS 287</p> <ul style="list-style-type: none"> • Cancel. The course is no longer relevant to the program. <p>Questions/Discussion: none Approved without objection</p>	<ul style="list-style-type: none"> • LEGL 110 • AVGM 111 • AVGM 112 • AVGM 113 • AVGM 114 • LEGL 211 • LEGL 212 • LEGL 125 • CJUS 247 • CJUS 287

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Agenda Items for Future Meeting: Next Meeting: April 19, 2023, 2:30-4:30pm	4:25-4:30 3:40-3:42	<ul style="list-style-type: none"> • Further discussion on 23/24 meeting schedule • Chair Elect information for Charter, chair responsibilities 	

Meeting adjourned at 3:42 pm

WebEx Chat Information:

April 5, 2023 2:30 PM from Penny Tucker to everyone: https://lansingcc-my.sharepoint.com/:f/g/personal/tuckerp3_star_lcc_edu/EoUzRQKCvP1MhAHBceyFsvYBJtatb64lmguyxMuL_mfAw?e=z2TING

April 5, 2023 2:34 PM from Ann Selleck to everyone: Thankyou,

April 5, 2023 2:36 PM from Eric Bennett to everyone: I may have to slip out at 3:15. We'll see. Sorry.

April 5, 2023 2:48 PM from Tamara McDiarmid to everyone: It will also be on the Star website

April 5, 2023 2:58 PM from Courtney Geisel to everyone: same time? 2:30pm

April 5, 2023 3:25 PM from Jon Tenbrink to everyone: we didn't for the Music GA either

April 5, 2023 3:27 PM from James Allen to everyone: I'm going to step out for a minute.

April 5, 2023 3:37 PM from Tracy Nothnagel to everyone: I have to go put out a fire...not real fire...work fire. Sorry

Polling Results:

No polls used at this meeting.