



AGENDA & NOTES

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

Support Documents Link: [CC Meeting Information 2024.07.15](https://lccedu.webex.com/lccedu/ldr.php?RCID=dc7738d0ab01c69ecbb845da7501f66d)

Recording link: <https://lccedu.webex.com/lccedu/ldr.php?RCID=dc7738d0ab01c69ecbb845da7501f66d> (unedited)

- **Committee Members Present via WebEx:** Courtney Geisel, Ami Ewald, Heather Bunce, Ian Leighton, Mark Kelland, Michael Pemberton, Tamara McDiarmid, Tracy Nothnagel, Rafeeq McGiveron, Laura Bishop
- **Resource Members Present via WebEx:** Jackie Womble, Nicole Olszowy, Kelly Ellis, Josie Sebastian, Karen Hicks, Mary Ellen Laatsch, Jaime Grant
- **Guest(s):** Frank Medrano, Jacob Callahan, Trevor Burns
- **Scribe:** Penny Tucker

Date: July 15, 2024

Time: 9:10 – 11:00 am

Room: WebEx

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the July 15, 2024 Agenda (Courtney)	9:10-9:15 9:13-9:17	<ul style="list-style-type: none"> • Add CIMT Rep. 25/26 Calendar (Mary L.) discussion • Reminder: to contact Admin, email is LCC-CC-CC_Chair@star.lcc.edu • Approved with amendments 	Added to schedule Approved with Amendments
Approval of minutes from CC meeting on April 24, 2024 (All)	9:15-9:20 9:17-9:18	<ul style="list-style-type: none"> • No updates received • Approved without objections 	Approved
Approval of CC consent agenda (All) Course Expedited Revisions Approved by Director of Assessment and CC Reviewed: <ul style="list-style-type: none"> • n/a 	9:20 9:18	<ul style="list-style-type: none"> • n/a 	n/a
CC + CASL Work Group Update Learning Outcomes (Mark K.)	9:20 9:18	<ul style="list-style-type: none"> • No update, next meeting July 16, 2024 	Follow up at next meeting

Agenda Item	Tentative Time	Discussion	Next Steps
CC & Degree Works Update (Zachary Foster)	9:20 9:18	<ul style="list-style-type: none"> • Not in attendance, follow up meeting 	Follow up at next meeting
5-Star Ticket / Curriculum Committee Webpage Update Minutes on webpage (Penny T)	9:20-9:25 9:18-9:20	<ul style="list-style-type: none"> • Guidebook, and LMS video - Updates Pending • No updates yet on LMS Video • Guidebook under review • 24/25 meeting schedule posted on webpage 	Follow up at next meeting
24/25 CC Worksheets Annual Review (Penny)	9:25-9:35 9:20-9:22	<ul style="list-style-type: none"> • CC Admin and CIMT Reps and designees met on June 18th • Worksheets reviewed and edits posted. Proposal Worksheets • Once approved, the updated worksheets will be emailed to CIMT Reps. and designees and posted on the CC webpage, forms tab. • Questions: none • Approved without objections 	Worksheets will be updated on CC webpage upon Academic Senate approval and emailed to CIMT Reps. and designees
Expedited Program of Study Award Type Change (Penny)	9:35-9:40 9:22-9:23	<ul style="list-style-type: none"> • 5-star ticket request is live • Worksheet will be added to 5-star ticket upon approval Academic Senate 	Update 5-star ticket upon approval of worksheet
Member Update (Courtney)	9:40-9:45 9:23-9:24	<ul style="list-style-type: none"> • Opening with HHS still pending • One possible, but teaching conflict at this time • Courtney to reach back out to program directors for assistance • Academic Senators quote met 	Follow up at next meeting
CIMT Rep. 25/26 Calendar (Mary L.)	9:25-9:28 9:24-9:28	<ul style="list-style-type: none"> • No major changes • Dates adjusted to meet 24/25 calendar for updates for the 25/26 academic year • Questions, email Mary Ellen Laatsch 	Added to CC Meeting Information folder. Questions/edits, email Mary Ellen Laatsch
Items for Review			
New Courses:	9:45-10:05 9:28-10:15	<ul style="list-style-type: none"> • Changes maximum length rule implemented • EMT program more than 100% required for state licensure 	Approved:

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<ul style="list-style-type: none"> EMTA 121-EMT Medical Trauma EMTA 122-EMT Skills EMTA 125-EMT Clinical 		<ul style="list-style-type: none"> No longer eligible for financial aid Program wanted to reduced to meet 100% guideline SLOs are large based on accreditor, roll up to a more outcome level rather than objective. Karen suggested reviewing and put in line with Fire Science. <p>EMTA 121:</p> <ul style="list-style-type: none"> Updated final exam and course grading language, approved by Jacob C. Mark K. moves to approve, Tracy N. seconds Discussion: none Objections: none Approved <p>EMTA 122:</p> <ul style="list-style-type: none"> Updated final simulation exam information to be consistent with other new courses. Mark moves to approve, Tracy seconds Discussion: none Objections: none Approved <p>EMTA 125:</p> <ul style="list-style-type: none"> Adjusted SLO E and G Mark moves to approve, Tracy N. seconds Discussion: none Objections: none Approved 	<ul style="list-style-type: none"> EMTA 121-EMT Medical Trauma EMTA 122-EMT Skills EMTA 125-EMT Clinical
<p>Course Revisions:</p> <ul style="list-style-type: none"> HSAS 080-CCRESA PreAllied Hlth Car Prep HSKN 090-ERESA Sports Med Foundations 	<p>10:05-10:25 10:15-10:49</p>	<p>Mark: should CC be reviewing the non-credit high school courses. Rafeeq: believes they should to review to make sure accurate. Mark: is this a credit by exam matter? Do students take one exam for all or for each course? Kelly: they take three exams to obtain credit for each course. Tami: do the students take all three exams at end of semester, or do they take at the end of each course?</p>	<p>Approved:</p> <ul style="list-style-type: none"> HSAS 080-CCRESA PreAllied Hlth Car Prep

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<ul style="list-style-type: none"> • MSGE 139A-Pathology for Massage I • PFFT 100-Total Fitness A • PFFT 109-Introduction to Fitness 		<p>Kelly: depends on instructor. Mark: do the CC want to review HS courses? Tami: they are credit courses when students obtain the credit and still be evaluated by the outcomes.</p> <p>HSAS 080:</p> <ul style="list-style-type: none"> • Student learning outcomes, grading criteria, and weight range percentages are being revised so they are consistent with the LCC courses that are embedded within this CCRESA Pre-Allied Health Program. • Director of Assessment approved • Mark moves to approve, Ami E. seconds • Discussion: none • Objection: none • Approved <p>HSKN 090:</p> <ul style="list-style-type: none"> • HSKN 090 ERESA Sports Med Foundations consists of a combination of PFKN & PFHW courses for ERESA. We're updating the HSKN 090 learning outcomes to align with all the individual courses (PFKN 170, PFHW 163, PFKN 210, & PFFT 109) in Concourse. • Mark moves to table until PFFT 109 is reviewed, Rafeeq seconds • Mark moves to pick up from the table, Tami M. seconds • Director of Assessment approved • Tracy moves to approve, Mark K. seconds • Discussion: none • Objections: none • Approved <p>PFFT 109:</p>	<ul style="list-style-type: none"> • HSKN 090-ERESA Sports Med Foundations • MSGE 139A-Pathology for Massage I • PFFT 100-Total Fitness A • PFFT 109-Introduction to Fitness <p>CC will continue to review all HS courses for changes.</p>

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		<ul style="list-style-type: none"> • Student learning outcomes have been reviewed and identified as requiring revision. Existing Assignment weights required revisions to reflect updated SLOs. • Director of Assessment approved. • Mark moves to approve, Tracy N. seconds • Discussion: none • Objections: none • Approved <p>MSGE 139A:</p> <ul style="list-style-type: none"> • Adding COMTA (accrediting body) required student learning outcomes that were previously part of one of the MSGE courses (MSGE 151A) that had to be canceled when the program contact hours were reduced to match minimum state program hour requirements. The SLO's being added are COMTA objectives that must be taught in the program. • Director of Assessment approved • Tracy moves to approve, Tami seconds • Discussion: none • Objections: none • Approved <p>PFFT 100:</p> <ul style="list-style-type: none"> • Student learning outcomes have been reviewed and identified as requiring revision. Existing Assignment weights required revisions to reflect updated SLOs. • Director of Assessment approved • Mark moves to approve, Tracy seconds • Discussion: none • Objections: none • Approved 	
<i>Expedited Revisions:</i>	10:25-10:40 10:49-10:56	HSCJ 090: <ul style="list-style-type: none"> • SLO updates 	Approved:

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<ul style="list-style-type: none"> HSCJ 090-ERESA Crim Just/Law Enforcement PARA 263-Paramedic Internship 		<ul style="list-style-type: none"> Mark moves to approve, Tracy seconds Discussion: none Objections: none Approved PARA 263: <ul style="list-style-type: none"> Course description and eval updates Provisional Approval provided Tracy moves to approve, Mark seconds Discussion: none Objections: none Approved 	<ul style="list-style-type: none"> HSCJ 090-ERESA Crim Just/Law Enforcement PARA 263-Paramedic Internship
New Programs of Study: <ul style="list-style-type: none"> n/a 	10:40 10:56	<ul style="list-style-type: none"> n/a 	n/a
Program of Study Discontinuation: <ul style="list-style-type: none"> n/a 	10:40 10:56	<ul style="list-style-type: none"> n/a 	n/a
Expedited Program of Study Title Changes: <ul style="list-style-type: none"> n/a 	10:40 10:56	<ul style="list-style-type: none"> n/a 	n/a
General Ed-Applied / MTA Course Proposal <ul style="list-style-type: none"> n/a 	10:40 10:56	<ul style="list-style-type: none"> n/a 	n/a
CIMT Course Revisions: (Any courses on CIMT Course Revision .pdf document that are highlighted in blue are pending cc course reviews and are NOT listed here.) <ul style="list-style-type: none"> EMTA 101 EMTA 102 EMTA 103 EMTA 104 	10:40-11:00 10:56-10:57	EMTA 101 <ul style="list-style-type: none"> Cancel Course being replaced by new course EMTA 121. EMTA 102 <ul style="list-style-type: none"> Cancel Course being replaced by new course EMTA 122. EMTA 103 <ul style="list-style-type: none"> Cancel Course being replaced by new course EMTA 121. EMTA 104	Approved: <ul style="list-style-type: none"> EMTA 101 EMTA 102 EMTA 103 EMTA 104 EMTA 112 PARA 221 PARA 261 PARA 262

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<ul style="list-style-type: none"> • EMTA 112 • PARA 221 • PARA 261 • PARA 262 • PARA 263 		<ul style="list-style-type: none"> • Cancel • Course being replaced by new course EMTA 122. <p>EMTA 112</p> <ul style="list-style-type: none"> • Cancel • Course being replaced by new course EMTA 125. <p>PARA 221:</p> <ul style="list-style-type: none"> • Change: Credits 3.75 was 4 • NEW L/L/O - 60/0/0 (was 64/0/0) • Change effective Fall 2024. Changes being made to address DoE change limiting program max contact hours to the minimum hours required by state for licensure. <p>PARA 261</p> <ul style="list-style-type: none"> • Change: Credits 2.5 was 3 • New L/L/O - 0/0/120 (was 0/0/144) • Change effective Fall 2024. Clinical hours being reduced to comply with DoE change limiting program max contact hours to the minimum hours required by state for licensure. <p>PARA 262</p> <ul style="list-style-type: none"> • Change: Credits 2.75 was 3 • New L/L/O - 0/0/130 (was 0/0/144) • Change effective Fall 2024. Clinical hours being reduced to comply with DoE change limiting program max contact hours to the minimum hours required by state for licensure. <p>PARA 263 (additional to pending expedited revised course proposal)</p> <ul style="list-style-type: none"> • Change: L/L/O - 0/0/250 (was 0/0/252) • Change effective Fall 2024. Internship hours being reduced to minimum required by state to comply with DoE change limiting program max contact hours to the minimum hours required by state for licensure. <p>Mark moves to approve revisions on CIMT document, Tami seconds</p> <p>Discussion: none</p>	<ul style="list-style-type: none"> • PARA 263

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		Objections: none Approved	
Agenda Items for Future Meeting: Next Meeting: September 11, 2024 – 2:10-4:10 pm Any questions or future meeting items, please email LCC-CC-CC_Chair@star.lcc.edu	11:00-11:30 10:57-10:59	None Follow-Up: Expectation under HLC guidelines of monitoring content changes in courses/programs (Mark K.) – Postponed until 09/2024.	None

Meeting adjourned at 10:59am

WebEx Chat Information:

Polling Results:

n/a