



AGENDA & NOTES

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

Support Documents Link: [CC Meeting Information 2024.02.28](#)

Recording link: <https://lccedu.webex.com/lccedu/ldr.php?RCID=9ed06f1c9142f188d36f107b3b8c7a14> (unedited)

- **Committee Members Present via WebEx:** Rafeeq McGiveron, Ami Ewald, Courtney Geisel, Ian Leighton, Laurie Bishop, Mark Kelland, Matt Boeve, Tami McDiarmid, Eric Bennett, Dan Rafail
- **Resource Members Present via WebEx:** Ann Selleck, Jackie Womble, Josie Sebastian, Karen Hicks, Kelly Ellis, Laurie Kinne, Mary Ellen Laatsch, Tiffany Motyka
- **Guest(s):** Rex Peckens, Adam Richardson, Jeff Hamlin, Steven Simonson, Dawn Cousino
- **Scribe:** Penny Tucker

Date: February 28, 2024

Time: 2:30 – 4:30 pm

Room: WebEx

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the February 28, 2024 Agenda (Courtney)	2:30-2:35 2:32-3:36	Add: <ul style="list-style-type: none"> • CIMT Course Revision area: CITS 171 (new course) change to new course # as already exists, CITS 172 per Jackie W. • MEDA 166, change co-req to MEDA 144 per Kelly E. 	Approved with amendments without objection
Welcome new member (Courtney)	2:35-2:45 2:36-2:42	Tech Careers – Adam Richardson, CIT!	Welcome
Approval of minutes from CC meeting on February 14, 2024 (All)	2:45-2:50 2:42-2:43	Amendments: Per Mark: <ul style="list-style-type: none"> • Please capitalize March/April. Per Rafeeq: <ul style="list-style-type: none"> • For GA Public Service Careers, “Mary Ellen advised she will gather language form other pathways to incorporate to this pathway,” here is the upshot that probably should go after for clarification: 	Approved with amendments without objection

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		<p>“Regarding adding PSYC 200 and SOCL 120 to Limited Choice so that a student who takes one for the Career Community section can take the other for the Limited Choice section, Degree Works cannot support this consistently—when a course is usable in 2 different blocks, even without double-dipping, DW makes an arbitrary choice as to where to use the course. Therefore, we will leave the layout as-is, but with the understanding that a student could request a substitution of PSYC 200 or SOCL 120 in Limited Choice. Due to the alphacode split needed by MTA, however, we will remove language in Limited Choice about MTA.”</p>	
<p>Approval of CC consent agenda (All) Course Expedited Revisions Approved by Director of Assessment and CC Reviewed:</p> <ul style="list-style-type: none"> • n/a 	<p>2:50 2:43</p>	<ul style="list-style-type: none"> • n/a 	<p>n/a</p>
<p>CC + CASL Work Group Update Learning Outcomes (Mark K.)</p>	<p>2:50-3:00 2:43-2:47</p>	<p>Met 2/28/24, Danielle Savory and Heidi Jordan provided a proposed methods by formative and summative. Continue to set categories-define and align, that will benefit our students and our Director of Assessment to draw reports. If move forward with plan, this committee will see many courses to make revisions to course assessment methods. Mark recommended in meeting and here to set up some form of expedited process to move through submissions. Next meeting March 26th.</p>	<p>Follow up after 3/26 meeting.</p>
<p>CC & Degree Works Update (Zachary Foster)</p>	<p>3:00 2:47</p>	<ul style="list-style-type: none"> • not in meeting 	<p>Follow-up at next meeting</p>
<p>5-Star Ticket / Curriculum Committee Webpage Update Minutes on webpage (Penny T)</p>	<p>3:00-3:05 2:47</p>	<ul style="list-style-type: none"> • Guidebook, and LMS video - Updates Pending • No updates yet on LMS Video • Guidebook almost completed • Meeting minutes and Report to Senate are updated on the CC webpage. 	<p>Follow-up at next meeting</p>

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Member Update (Courtney)	3:05-3:10 2:47-2:55	<ul style="list-style-type: none"> • HHS pending • Any interested, please advise CC Chair or Vice-Chair • Melinda Hernandez, A&S, interested. • Is the current charter stating that the number of members a minimum or maximum? • Rafeeq, ask Academic Senate or Executive Committee to set a number or a range. • Mark, ask Mel's supervisor as she is on CASL. Would that be part of her 32 days? • Courtney, speak with Academic Senate President regarding membership language. 	<p>Any potential new members contact CC Chair or Vice-Chair</p> <p>Courtney to contact Academic Senate President to inquire about membership language</p>
Items for Review			
New Courses: • n/a	3:10 2:55	• n/a	• n/a
Course Revisions: • n/a	3:10 2:55	• n/a	• n/a
Expedited Revisions: • DMAC 120 – Digital Audio Production I (reopened)	3:10-3:20 2:55-3:35	<ul style="list-style-type: none"> • Further discussion of course description changes • CC sent proposal thru proposal without faculty review • Reduced from 85 to 71 words. • Remove first clause to reduce to 65, approved by Steven S. and Jeff H. • Adam R: Parsimony is good in terms of findability and readability. I would like to stay closer to 50 • Mark moves to approve changes to course description, Rafeeq seconded • Discussion: none • Objection: none • Approved without objections 	<p>Approved:</p> <ul style="list-style-type: none"> • DMAC 120 – Digital Audio Production I
New Programs of Study: • Cybersecurity Advanced (CC)	3:20-3:35 3:35-3:55	<ul style="list-style-type: none"> • Stackable? Yes • Selective admissions: committee suggested removing selective admissions program language. 	<p>Approved:</p> <ul style="list-style-type: none"> • Cybersecurity Advanced (CC)

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		<ul style="list-style-type: none"> • Courses not listed on pathway: After a look-through, I think I see 3 courses from CC Cybersec 1833 needed first--CITN 280, CIP 110, and CITS 125--plus CITD 120 if CITI 120 is chosen (?). (Rafeeq) • “Additional Information” language changed from “a selective admissions program” to “intended for students who have completed Cybersecurity Foundations CC (1833), Cybersecurity AAS (1832), or another comparable degree. • Mark moves to approve, Matt B seconds • Discussion: Adam, uncheck Selective admissions-done • Mary Ellen requested Mark to submit through HLC screening. • Objections: none • Approved with amendments without objection 	
<p>Program of Study Discontinuation:</p> <ul style="list-style-type: none"> • Architecture Technologist, AAS (1809) • Architecture Technology, AAS (1455) • Computed Tomography, CC (1816) • Photography, CC (0963) 	<p>3:35-4:00 3:55-4:17</p>	<p>Architecture Technologist, AAS (1809)</p> <ul style="list-style-type: none"> • Data based on 4 years per Jackie W. • Mark, no graduates within 4 years? Rex, unsure. Zero graduates in the 2 ½ years in his position. None currently on track • Courses are used in other pathways. Also have plans to create another pathway. • Mark moves to approve, Rafeeq seconds • Discussion: Mary Ellen made edits in email • Objections: none • Approved without objection <p>Architecture Technology, AAS (1455)</p> <ul style="list-style-type: none"> • Data based on 4 years per Jackie W. • Mark, no graduates within 4 years? Rex, unsure. Zero graduates in the 2 ½ years since in his position. None currently on track • Courses are used in other pathways. Also have plans to create another pathway. • Mark, more students, possible future new degree? Rex, yes. 	<p>Approved:</p> <ul style="list-style-type: none"> • Architecture Technologist, AAS (1809) • Architecture Technology, AAS (1455) • Computed Tomography, CC (1816) • Photography, CC (0963)

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		<ul style="list-style-type: none"> • Both degrees have Articulation Agreements with Lawrence University, Rex advised to contact Cheryl Garayta to discuss. • Dan: looked into to residential architecture? Rex, yes • Mark moves to approve, Dan seconds • Discussion: none • Objection: none • Approved without objection <p>Computed Tomography, CC (1816)</p> <ul style="list-style-type: none"> • Consortium program • No students ever enrolled or ever graduated. • Mark moves to approve, Rafeeq seconded • Discussion: none • Objection: none • Approved without objection <p>Photography, CC (0963)</p> <ul style="list-style-type: none"> • Mark needs numbers for HLC: 11 active students per Josie. • Trend data needed-Josie will send to Mark • Classes are not on any other pathways so clean up is taking place. • Mark moves to approve, Laurie B. seconds • Discussion: none • Objections: none • Approved without objection 	
Program of Study Title Changes: <ul style="list-style-type: none"> • n/a 	4:00 4:17	n/a	n/a
General Ed-Applied / MTA Course Proposal <ul style="list-style-type: none"> • n/a 	4:00 4:17	<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	4:00-4:20 4:17-4:21	DMAC 246 <ul style="list-style-type: none"> • Change • Prerequisite: Department Approval Minimum 2.5 in DMAC 130 	Approved: <ul style="list-style-type: none"> • DMAC 246 • PHOT 101

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<p>course reviews and are NOT listed here.)</p> <ul style="list-style-type: none"> • DMAC 246 • PHOT 101 • PHOT 190 • PHOT 270 • MEDA 135 • MEDA 145 • MEDA 166 • MEDA 175 • LEGL 251 • LEGL 280 • CITI 100 • CTGT 210 • CTGT 215 • CTGT 220 • CTGT 230 • CTGT 231 • CTGT 240 • CTGT 241 • LEGL 217 • CITS 171 		<p>PHOT 101</p> <ul style="list-style-type: none"> • Cancel, Program changes effective FA '24 <p>PHOT 190</p> <ul style="list-style-type: none"> • Cancel, Program changes effective FA '24 <p>PHOT 270</p> <ul style="list-style-type: none"> • Cancel, Program changes effective FA '24 <p>MEDA 135</p> <ul style="list-style-type: none"> • Change: Co-requisite Courses: MEDA 110A and MEDA 156A • Co-req changes are needed due to the parent courses being replaced by the new module courses in the Medical Assistant curriculum. <p>MEDA 145</p> <ul style="list-style-type: none"> • Change: Prerequisite Courses: Minimum 2.5 in (MEDA 110A and MEDA 110B and MEDA 135 and MEDA 156A and MEDA 156B) • Co-requisite Courses: MEDA 126A and MEDA 126B and MEDA 166 and NCHE 102 • Prereq and co-req changes are needed due to the parent courses being replaced by the new module courses in the Medical Assistant curriculum. <p>MEDA 166</p> <ul style="list-style-type: none"> • Change: Prerequisite Courses: Minimum 2.5 in (MEDA 110A and MEDA 110B and MEDA 135 and MEDA 156A and MEDA 156B) • Co-requisite Courses: MEDA 126A and MEDA 126B and MEDA 145 166 and NCHE 102 • Prereq and co-req changes are needed due to the parent courses being replaced by the new module courses in the Medical Assistant curriculum. <p>MEDA 175</p>	<ul style="list-style-type: none"> • PHOT 190 • PHOT 270 • MEDA 135 • MEDA 145 • MEDA 166 • MEDA 175 • LEGL 251 • LEGL 280 • CITI 100 • CTGT 210 • CTGT 215 • CTGT 220 • CTGT 230 • CTGT 231 • CTGT 240 • CTGT 241 • LEGL 217 • CITS 171

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		<ul style="list-style-type: none"> • Change: Prerequisite Courses: Minimum 2.5 in all previous required MEDA courses; was Minimum 2.5 in (MEDA 126 and MEDA 145 and MEDA 166). • Co-requisite Courses: MEDA 177A and MEDA 177B • Prereq and co-req changes are needed due to the parent courses being replaced by the new module courses in the Medical Assistant curriculum. This course is taken in the last semester of the MA program, prereq changed to ensure that students have passed all 9 courses taken during the previous semesters of the program. <p>LEGL 251</p> <ul style="list-style-type: none"> • Title Change: Legal Studies Independent Study (was Paralegal Independent Study) • The reason for the title change is to better align with the program tile change and industry terminology. <p>LEGL 280</p> <ul style="list-style-type: none"> • Title Change: Legal Studies Internship (was Paralegal Internship) • The reason for the title change is to better align with the program tile change and industry terminology. <p>CITI 100</p> <ul style="list-style-type: none"> • Change: F, Sp • The reason for the addition of a semester is that it is being incorporated into more pathways, and the program wanted to provide flexibility. <p>CTGT 210</p> <ul style="list-style-type: none"> • Cancel • Computed Tomography CC is being discontinued so courses are not needed. This is an EPiC Consortium program taught at Mid-Michigan CC. LCC has not participated in the program and we do not plan to in the future. <p>CTGT 215</p>	

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		<ul style="list-style-type: none"> • Cancel • See Reason for Change for CTGT 210 <p>CTGT 220</p> <ul style="list-style-type: none"> • Cancel • See Reason for Change for CTGT 210 <p>CTGT 230</p> <ul style="list-style-type: none"> • Cancel • See Reason for Change for CTGT 210 <p>CTGT 231</p> <ul style="list-style-type: none"> • Cancel • See Reason for Change for CTGT 210 <p>CTGT 240</p> <ul style="list-style-type: none"> • Cancel • See Reason for Change for CTGT 210 <p>CTGT 241</p> <ul style="list-style-type: none"> • Cancel • See Reason for Change for CTGT 210 <p>LEGL 217</p> <ul style="list-style-type: none"> • Change: Minimum 2.0 in (LEGL 115 or LEGL 215) or concurrently • The program is adding "or concurrently" to better align with Pathways. <p>CITS 171 (new course):</p> <ul style="list-style-type: none"> • Change to new course # as 171 already exists, change to CITS 172 <p>Mark moves to approve CIMT course revisions, Laurie B. seconds Discussion: none Objection: none Approved without objection</p>	

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<p>Agenda Items for Future Meeting:</p> <p>Next Meeting: March 13, 2024, 2:30pm</p> <p>Any questions or future meeting items, please email LCC-CC-CC_Chair@star.lcc.edu</p>	<p>4:20-4:30 4:21-4:26</p>	<ul style="list-style-type: none"> Review language on New Program of Study form under Admission Requirements regarding selective admission. <p>Follow-Up: Expectation under HLC guidelines of monitoring content changes in courses/programs (Mark K.) – Postponed until 09/2024.</p>	<p>Review language on New Program of Study form under Admission Requirements regarding selective admission.</p>

Meeting adjourned at 4:26 pm

WebEx Chat Information:

February 28, 2024 2:31 PM from Adam Richardson to everyone: We had sirens last night at 12:45 AM

February 28, 2024 2:31 PM from Adam Richardson to everyone: Dansville

February 28, 2024 2:36 PM from Adam Richardson to everyone: Jackie, pathways listing 170 (now updated to 172 with the new course) include 0743 and 0168 :)

February 28, 2024 2:37 PM from Jackie Womble to everyone: Thank you Adam!

February 28, 2024 2:37 PM from Laura Bishop to everyone: Welcome Adam!! :)

February 28, 2024 2:42 PM from Steven Simonson to everyone: Hi: I don't have audio or video right now... I teach in DMAC and Music, and I also do AV Tech Support.. I'm also not on the committee, but Hello All!

February 28, 2024 2:42 PM from Steven Simonson to everyone: Thanks!

February 28, 2024 2:50 PM from Karen Hicks to everyone: proportional

February 28, 2024 2:53 PM from Adam Richardson to everyone: Good considerations, Rafeeq :)

February 28, 2024 3:11 PM from Adam Richardson to everyone: Parsimony is good in terms of findability and readability. I would like to stay closer to 50 :)

February 28, 2024 3:16 PM from Penny Tucker to everyone: who second?

February 28, 2024 3:16 PM from Rafeeq McGiveron to everyone: I did

February 28, 2024 3:18 PM from Steven Simonson to everyone: Thanks everyone! I'm signing off, but please contact me if you need anything else.

February 28, 2024 3:23 PM from Matthew Boeve to everyone: Here is what advanced management says, for instance: This is an advanced certificate designed to be taken after completing an associate or bachelor degree in order to enhance an individual's employment or advancement opportunities. Courses completed as part of the associate's or bachelor's degree will be applied to this certificate.

February 28, 2024 3:26 PM from Matthew Boeve to everyone: We have just 6 "selective admissions" programs, as I understand it. <https://www.lcc.edu/academics/selective-admissions.html>

February 28, 2024 3:32 PM from Adam Richardson to everyone:
<https://www.lcc.edu/academics/catalog/degree-certificate-programs/pathways/current/applied/1833.pdf>

February 28, 2024 3:34 PM from Penny Tucker to everyone: credit by experiential learning

February 28, 2024 3:39 PM from Rafeeq McGiveron to everyone: This certificate is intended for students who have completed CC 1833 or another Associate Degree in Computer _____ ?

February 28, 2024 3:40 PM from Penny Tucker to everyone: program or academi advisor?

February 28, 2024 3:41 PM from Tamara McDiarmid to everyone: Got to scoot to another meeting. Good to see everyone

February 28, 2024 3:41 PM from Adam Richardson to everyone: Penny is AWESOME!!!

February 28, 2024 3:48 PM from Matthew Boeve to everyone: Super happy about that edit :)

February 28, 2024 3:50 PM from Penny Tucker to everyone: If this certificate is effective for five years, add 2029 after Summer.

February 28, 2024 3:58 PM from Matthew Boeve to everyone: Hate to miss the rest of the fun, but I have to go.

February 28, 2024 4:06 PM from Laura Bishop to everyone: Detroit Mercy had an articulation with us at one point I know for sure.

February 28, 2024 4:07 PM from Adam Richardson to everyone: Wait?! Is barndominium a thing?!

February 28, 2024 4:08 PM from Laura Bishop to everyone:it is... :)

February 28, 2024 4:08 PM from Adam Richardson to everyone: I'm learning so much already :)

February 28, 2024 4:13 PM from Adam Richardson to everyone: Trends are good things, even when they're bad ;)

February 28, 2024 4:16 PM from Adam Richardson to everyone: It makes me sad. But, I see the rationale :(

February 28, 2024 4:19 PM from Adam Richardson to everyone: I will tell my daughter to get into PHOT 101 in the summer if you offer it :)

Polling Results:

n/a