



Agenda

Name of Committee or Team: Curriculum Committee

Support Documents Link: [CC Meeting Information 2024.11.06](https://lccedu.webex.com/lccedu/ldr.php?RCID=7508cc14c91846172e7fcf8c329f62ab)

Recording link: <https://lccedu.webex.com/lccedu/ldr.php?RCID=7508cc14c91846172e7fcf8c329f62ab> (unedited)

- **Committee Members Present via WebEx:** Courtney Geisel, Rafeeq McGiveron, Adam Richardson, Ami Ewald, Daniel Rafail, Diane Roose, Eric Bennett, Heather Bunce, Ian Leighton, Laura Bishop, Lori Conn, Mark Kelland, Mary Ellen Laatsch, Matthew Boeve, Michael Pemberton, Tamara McDiarmid, Tracy Nothnagel
- **Resource Members Present via WebEx:** Ann Selleck, Ashleigh Taylor, Jackie Womble, Jaime Grant, Karen Hicks, Kelly Ellis, Laurie Kinne, Nicole Olszowy
- **Guest(s):** Marita De Leon, Teresa Purvis
- **Scribe:** Penny Tucker

Date: November 6, 2024

Time: 2:10-4:10 pm

Room: WebEx

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the November 6, 2024 Agenda (Courtney)	2:10-2:15 2:13-2:16	<ul style="list-style-type: none"> • Postpone Course revision 2nd review of MATH 119 and STAT 170, along CIMT Course Revision (2nd Review) of MATH 095 per request of Dean Hoagland • CIMT course revision – ELTE 121, keep ELTA 106 in Prerequisites. • Discussion: none • Objections: none • Approved with amendments without objections 	Approved with amendments without objection
Approval of minutes from CC meeting on October 23, 2024 (All)	2:15-2:20 2:16	<ul style="list-style-type: none"> • Penny adjusted formatting • Further adjustments – none • Approved without objection 	Approved with amendments without objection
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 	2:20 2:16	n/a	n/a

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CC + CASL Work Group Update Learning Outcomes (Mark K.)	2:20-2:30 2:16-2:18	Mark working with Karen H. and Danielle S. Will schedule up a follow-up meeting.	Updates at next meeting
5-Star Ticket / Curriculum Committee Webpage Update	2:30-2:35 2:18	All minutes and CC Reports to the Academic Senate are updated on the webpage	Update at next meeting
Update-Adding Data Requests to the CC SOP/Workflow (Rafeeq)	2:35-2:50 2:18-2:24	<ul style="list-style-type: none"> • Small group met and discussed the necessary updates to current SOPs and Worksheets regarding data requests. • Rafeeq moves to approve changes to the SOPs and worksheets with updated data request language. • Discussion: none • Objections: none • Approved without objection • Penny will finalize documents, send SOPs to APAC for update, and send updated worksheets to CIMT Reps, Academic Coordinators, and update the webpage accordingly. 	<p>Approved: SOPs:</p> <ul style="list-style-type: none"> • New Courses and Program of Study Approval, CC.001 • Revised Course Approval, CC.002 <p>Worksheets:</p> <ul style="list-style-type: none"> • Expedited Revised Course Proposal Worksheet • New Course Proposal Worksheet • New Program of Study Worksheet • Revised Course Proposal Worksheet
Course description lengths (Mark)	2:50-3:00 2:24-2:28	<ul style="list-style-type: none"> • Mark inquired if this was a matter to be discussed as the course title is a limit of characters. • The course description is listed as a limit, but always seems to go over. • After discussion, no further action was determined to be needed by committee. 	No further action at this time.
Grade Requirement for Recommended Courses (Courtney)	3:00-3:10 2:28-2:31	Committee did not feel a motion was necessary at this time. No further action is necessary. From 10/23/24 meeting:	

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		When a course is recommended, should there be a grade requirement associated with it? The Academic Senate suggested that the CC discuss a motion and then take it back to the Senate.	
Items for Review			
New Courses: <ul style="list-style-type: none"> • n/a 	3:10 2:31	n/a	n/a
Course Revisions: 2 nd Review <ul style="list-style-type: none"> • MATH 119 - Math-Applications for Living • STAT 170 - Introduction to Statistics 1 st Review <ul style="list-style-type: none"> • CPSC 231-Computing and Data Structures • EDUC 230-Intro to Special Education • ENGL 121-Composition I • ENGL 122-Composition II • ENGL 124-Technical Writing • ENGL 131-Honors Composition I • ENGL 132-Honors Composition II • PSYC 200-Introduction to Psychology 	3:10-3:30 2:31-3:33	MATH 119/STAT 170: <ul style="list-style-type: none"> • Postponed by request of Dean Hoagland. CPSC 231: <ul style="list-style-type: none"> • SLO and Evaluation updates • Cheryl G. advised no issues on transferability with requested changes • Karen H approved. • Matt B moves to approve, Mark seconded • Discussion: none • Objections: none • Approved without objection EDUC 230 <ul style="list-style-type: none"> • Title change from Intro to Special Education to Exceptional Learners • Update to course description, SLOs, and evaluations • Remove special education from new course description per Ann Selleck • Insert “and” between exceptionality • Mark moves to approve, Tracy N seconded • Discussion: none • Objections: none • Approved without objection ENGL 121: <ul style="list-style-type: none"> • Update to SLOs • Mark K suggested removing the headers and sub headers 	POSTPONED: <ul style="list-style-type: none"> • ENGL 124-Technical Writing • MATH 119 - Math-Applications for Living • STAT 170 - Introduction to Statistics Approved without objection: <ul style="list-style-type: none"> • CPSC 231-Computing and Data Structures • EDUC 230-Intro to Special Education • ENGL 121-Composition I • ENGL 122-Composition II • ENGL 131-Honors Composition I • ENGL 132-Honors Composition II

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		<ul style="list-style-type: none"> • Rob's response applies to all of the Composition courses: 121, 122, 131, and 132. • Karen H. says it helps align assessment, she recommends to remain. • Karen H. approves changes • Rafeeq moves to approve, Ami E seconds • Discussion: none • Objection: none • Approved without objection <p>ENGL 131</p> <ul style="list-style-type: none"> • Update to SLOs • Matt B moves to approve, Heather B. seconds • Discussion: none • Objections: none • Approved without objection <p>ENGL 122:</p> <ul style="list-style-type: none"> • Update to SLOs • Karen H. approved 11/6/24 • Tracy N moves to approve, Ami E second • Discussion: none • Objection: none • Approved without objection <p>ENGL 132:</p> <ul style="list-style-type: none"> • Update SLOs • Matt B moves to approve, Laura B seconds • Discussion: none • Objection: none • Approved without objection <p>ENGL 124:</p> <ul style="list-style-type: none"> • Update to course description, Placement Scores/Prerequisites, and SLOs • SLO C: Karen H suggested changing the word “illustrate” to another action verb. 	<ul style="list-style-type: none"> • PSYC 200- Introduction to Psychology

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		<ul style="list-style-type: none"> • Return to program to discuss SLOs C and H. • Tracy N moves to postpone to update SLOs, Matt B seconds • Discussion: none • Objections: none • Approved without objection to postpone. PSYC 200: <ul style="list-style-type: none"> • Update to course description, requisites, SLOs, and evaluation methods • Mark moves to approve, Laurie B seconds • Discussion: none • Objection: none • Approved without objection 	
Expedited Revisions: 2 nd Review <ul style="list-style-type: none"> • ECON 120-Power, Authority and Exchange 	3:30 – 3:40 3:33-3:35	ECON 120: <ul style="list-style-type: none"> • Laurie K advised not ready • Mark moves to postpone until next meeting, Rafeeq seconds • Discussion: none • Objection: none • Approved to postpone to next meeting From 10/23/24 meeting: Laurie Kinne displayed an example of a layout that could help reduce the number of evaluation methods and the large ranges. Mark explained that he did that within his program reviewing all of the syllabi for the course and determining the ranges based upon what is actually being used. Laurie and Zach will work on revisions and bring it back to the next meeting.	Postponed: <ul style="list-style-type: none"> • ECON 120-Power, Authority and Exchange
New Programs of Study <ul style="list-style-type: none"> • n/a 	3:40	n/a	n/a
Program of Study Discontinuation: <ul style="list-style-type: none"> • n/a 	3:40	n/a	n/a

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Expedited Program of Study Title Changes: <ul style="list-style-type: none"> n/a 	3:40	n/a	n/a
General Ed-Applied / MTA Course Proposal: <ul style="list-style-type: none"> n/a 	3:40	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.) 2 nd review: <ul style="list-style-type: none"> MATH 095 1st review <ul style="list-style-type: none"> DENT 270 NURS 102 NURS 118 IDMS 295 DMS Special Topics IRXT240 Sectional Anatomy MSGE 132B MSGE 141 MSGE 150 Masg Special Topics MSGE 151A Research Literacy MSGE 231 MSGE 232 MSGE 235 Licensing Exam Prep MSGE 242 MSGE 253 Spa and Clinic Modalities CITS 225 HERT 160 ELTE 121 	3:40-3:55 3:33-	MATH 095 (POSTPONED) <ul style="list-style-type: none"> Change Prerequisite Course: Minimum 2.0 in (MATH 105 or MATH 106) or a Math Placement Score indicated below. Placement Score: Reading Level 5 and [(BSM1/CPT Arithmetic 85-120 or BSM2/CPT Algebra 40-76 or ACM1/Accuplacer Arithmetic 250-300 or ACM2/QRAS 225-259) or (HS GPA 2.5-2.99 within 10 years)]. By advisement of Nicole O. DENT 270 <ul style="list-style-type: none"> Change Prerequisite Course: None. Program approval is required. Placement Scores: Reading Level 5 and Writing Level 6 and Math Level 4. Math level not needed on this course. This is a Dental Hygiene Board Review course that students take during the last semester of the program, students have to meet the math requirement prior to admission to the program. NURS 102 <ul style="list-style-type: none"> Cancel Nursing Directed Study course, never offered. NURS 118 <ul style="list-style-type: none"> Cancel Nursing Special Topics course, never offered. 	Postponed: <ul style="list-style-type: none"> MATH 095 Approved without Objection: <ul style="list-style-type: none"> DENT 270 NURS 102 NURS 118 IDMS 295 DMS Special Topics IRXT240 Sectional Anatomy MSGE 132B MSGE 141 MSGE 150 Masg Special Topics MSGE 151A Research Literacy MSGE 231 MSGE 232 MSGE 235 Licensing Exam Prep MSGE 242 MSGE 253 Spa and Clinic Modalities CITS 225 HERT 160 ELTE 121

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		<p>Mark asked if accreditation does not require above courses: Kelly advised no (duplicate for both active so canceling one of each).</p> <p>IDMS 295-DMS Special Topics</p> <ul style="list-style-type: none"> • Cancel • Course never offered. <p>IRXT240-Sectional Anatomy</p> <ul style="list-style-type: none"> • Cancel • Course never offered. <p>MSGE 132B</p> <ul style="list-style-type: none"> • Change • F, Sp, Su • Course will no longer be offered during fall semester. <p>MSGE 141</p> <ul style="list-style-type: none"> • Change • F, Sp, Su • Course will no longer be offered during fall semester. <p>MSGE 150-Masg Special Topics</p> <ul style="list-style-type: none"> • Cancel • Course no longer offered, last offered Spring 2013. <p>MSGE 151A-Research Literacy</p> <ul style="list-style-type: none"> • Cancel • Course being canceled as part of program reduction in contact hours effective for 24-25 pathway. This course was needed for the teachout of the 23-24 pathway, for the Sp 2024 cohort students. <p>MSGE 231</p> <ul style="list-style-type: none"> • Change • F, Sp, Su • Course will no longer be offered during fall semester. 	

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		<p>MSGE 232</p> <ul style="list-style-type: none"> • Change • F, Sp, Su • Course will no longer be offered during spring semester. <p>MSGE 235-Licensing Exam Prep</p> <ul style="list-style-type: none"> • Cancel • Course being canceled as part of program reduction in contact hours effective for 24-25 pathway. This course was needed for the teachout of the 23-24 pathway, for the Sp 2024 cohort students. <p>MSGE 242</p> <ul style="list-style-type: none"> • Change • F, Sp, Su • Course will no longer be offered during spring semester. <p>MSGE 253-Spa and Clinic Modalities</p> <ul style="list-style-type: none"> • Cancel • Course being canceled as part of program reduction in contact hours effective for 24-25 pathway. This course was needed for the teachout of the 23-24 pathway, for the Sp 2024 cohort students. <p>CITS 225</p> <ul style="list-style-type: none"> • Change • Prerequisite Courses: Minimum 2.0 in CITF 120 or CITS 125 • CITS 125, a 6-credit course, covers a very broad range of topics, and while integral to support-focused pathways (e.g., extensive Windows coverage, etc.), some of these topics are less helpful for other areas of focus. CITF 120 provides sufficient coverage of the core concepts required for preparation in terms of succeeding in CITS 225, and this 3-credit course provides a bit more flexibility in 	

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		<p>terms of LCC pathways (e.g., cloud, etc.) and transfer opportunities that meet the prerequisite requirements.</p> <p>HERT 160</p> <ul style="list-style-type: none"> • Change • Remove Prerequisite Courses: Minimum 2.0 in (HETT 110, HERT 120, and HERT 125) Placement Scores: Reading Level 3 and Writing Level 2 and Math Level 3 • The program is removing the prerequisites and placement scores from this course as they are no longer needed and are creating issues for the students. <p>ELTE 121</p> <ul style="list-style-type: none"> • Change • Prerequisite Courses: Minimum 2.0 in (ELTE 102 or DCTM 102 or HVAC 102 or METS 102 or TECH 102 or WLED 102) and (ELTE 110 or ELTE 108) and (minimum 2.0 in MATH 114 or Math Level 5) ELTA 106 • The Program is removing the prerequisite for MATH 114/Math Level 5 and replacing it with ELTE 106 (Basic Electrical Calculations). <p>Mark moves to approve CIMT course revisions, Ian L. seconds Discussion: none Objections: none Approved without objections</p>	
<p>Agenda Items for Future Meeting:</p> <p>Next Meeting: November 20, 2024 – 2:10-4:10 pm</p>	<p>3:55-4:10 3:41-3:44</p>	<ul style="list-style-type: none"> • Matt B.: review comments about course notes of seeing “academic advisor” which may hinder student. ENGL, BUSN 118. 	<p>n/a</p>

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Any questions or future meeting items, please email LCC-CC-CC_Chair@star.lcc.edu		<ul style="list-style-type: none"> Nicole O. suggested academic advisors have a meeting with programs who have note and to discuss. 	

Meeting adjourned at 3:44pm

WebEx Chat Information:

- Adam Richardson 11/6/2024 2:27 PM • I'm sure there's a character limit of some type, but Banner wouldn't count words in terms of storage purposes.
- Rafeeq McGiveron 11/6/2024 2:28 PM • The character limit on Banner SPACMNT "Comments" field used to be 8,000 . . . and that was kicked up far more quite a while ago. So yeah, as you say, a limit likely will never bother us here.
- You 11/6/2024 2:40 PM • Exceptionalities include disabilities, but they are not one in the same. Disability is still common language in K-12 education. Many other colleges are modifying their course titles and descriptions to include exceptional learners along with students with disabilities. My edits to this course reflect that.
- Ann Selleck 11/6/2024 2:45 PM • Thank you everyone!
- Adam Richardson 11/6/2024 2:50 PM • Do other course docs utilize this type of categorization?
- Mary Laatsch 11/6/2024 2:50 PM • I am sorry! I need to log off for an appointment.
- Laurie Kinne 11/6/2024 2:51 PM • It's not a problem in the syllabus.
- Adam Richardson 11/6/2024 2:53 PM • There's a benefit to breaking up/chunking up information, but there's also a benefit in terms of keeping consistency within outcome sections of syllabi, and the categories do add to the verbiage associated with outcomes.
- Melinda Hernandez 11/6/2024 2:54 PM • The categories help to show transition of Objectives from ENGL 121 & 122
- Teresa Purvis 11/6/2024 2:55 PM • Thanks, Mel.
- Courtney Geisel 11/6/2024 3:03 PM • contractors need me again
- Jaime Grant 11/6/2024 3:10 PM • Thanks, Teresa and Mel.
- Melinda Hernandez 11/6/2024 3:14 PM • replicate
- Melinda Hernandez 11/6/2024 3:20 PM • For H. maybe your thinking "create" would work better than "Differentiate."
- Adam Richardson 11/6/2024 3:29 PM • I think Matt's concerns are helpful to consider. I suggest we approve the current document, but then schedule a time to talk about this type of verbiage in the future 😊
- Rafeeq McGiveron 11/6/2024 3:30 PM • Agreed w/ Adam.
- Adam Richardson 11/6/2024 3:33 PM • 😊
- Adam Richardson 11/6/2024 3:44 PM • Great teamwork, everyone 😊

Polling Results:

n/a