



## Minutes

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

**Support Documents Link:** [CC Meeting Information 2025.11.19](#)

**Recording link:** <https://lccedu.webex.com/lccedu/jdr.php?RCID=d52afc6701c78e90a7412c89de52048e>

- **Committee Members Present via WebEx:** Adam Richardson, Ami Ewald, Courtney Geisel, Daniel Rafail, Diane Roose, Eric Bennett, Ian Leighton, Laura Bishop, Mark Kelland, Mike Pemberton, Rafeeq McGiveron, Tracy Nothnagel
- **Resource Members Present via WebEx:** Ann Selleck, Cheryl Garayta, Jackie Womble, Jaime Grant, Josie Sebastian, Karen Hicks, Laurie Kinne, Nicole Olszowy, Shannon Dunivon
- **Guest(s):** Dean Wooden, Jessica Hester, Marcy Bauman, Todd Cotter
- **Scribe:** Penny Tucker & WebEx AI

**Date:** November 19, 2025

**Time:** 2:10-4:00 pm

**Room:** WebEx

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the November 19, 2025, Agenda (Courtney)	<del>2:10-2:15</del> 2:12-2:14	Added to Revised Course proposals <ul style="list-style-type: none"> <li>• PFWT 112</li> <li>• PFWT 123</li> </ul> Additions: none Objections: none Approved with amendments without objection	Approved with amendments without objection
Approval of minutes from CC meeting on November 5, 2025 (All)	<del>2:15-2:20</del> 2:14	Amendments: none Objections: none Approved without objection	Approved without objection
Approval of CC consent agenda (All) <b>Course Expedited Revisions Approved by Director of Assessment and CC Reviewed:</b> <ul style="list-style-type: none"> <li>• n/a</li> </ul>	<del>2:20-2:25</del> 2:14	n/a	n/a
5-Star Ticket / Curriculum Committee Webpage Update	<del>2:25</del> 2:14	All updated at this time.	Follow up at next meeting

Agenda Item	Tentative Time	Discussion	Next Steps
Points vs Percentages on Eval. Methods (Mark Kelland)	<del>2:25</del> 2:14	Postponed until January 2026	Add to Agenda in January 2026
<b><u>Items for Review</u></b>			
<b>New Courses:</b> <ul style="list-style-type: none"> <li>POLS 280-Political Philosophy</li> </ul>	<del>2:25</del> 2:14-2:23 3:15-3:23	<ul style="list-style-type: none"> <li>Director of Assessment approved</li> <li>Requested for MTA approval</li> <li>Mark moves to approve, Ian seconds</li> <li>Discussion: none</li> <li>Approved without objection</li> <li>Rafeeq moves to review for MTA Course Recommendation, Mark seconds</li> <li>Discussion: none</li> <li>Approve without objection</li> <li>Mark moves to approve as MTA course recommendation for Social Sciences, Rafeeq</li> <li>Discussion: none</li> <li>Vote: 10, 10-yes, 0-no</li> </ul>	<b>New Course, Approved by vote:</b> <ul style="list-style-type: none"> <li>POLS 280-Political Philosophy</li> </ul> <b>MTA Course Recommendation-Social Sciences, Approved by Vote:</b> <ul style="list-style-type: none"> <li>POLS 280-Political Philosophy</li> </ul>
<b>Course Revisions:</b> <b>2<sup>nd</sup> review:</b> <ul style="list-style-type: none"> <li>MGMT 150-Managing Customer Relations</li> <li>MGMT 225-Principles of Mgmt/Leadership</li> </ul> <b>1<sup>st</sup> Review:</b> <ul style="list-style-type: none"> <li>ARTS 269-The Portfolio*</li> <li>EDUC 226-Foundations of Literacy*</li> <li>ENGL 098-Integrated Reading Writing I*</li> <li>METM 108-Machine Tool Operations</li> <li>METM 112-Introduction to CNC Machining*</li> <li>METM 150-Advanced CNC Machining*</li> <li>PFWT 112-Intro to Weight Training*</li> <li>PFWT 123-Weight Training I*</li> </ul>	<del>2:25-3:15</del> 2:23-2:51	<p>*-Need Director of Assessment approval.</p> <p>MGMT 150</p> <ul style="list-style-type: none"> <li>Per meeting 11/5/25: Postpone for further view of course description as questions not addressed</li> <li>Mark moves to approve, Ian seconds</li> <li>Discussion: none</li> <li>Vote: 11, 11-yes, 0-no</li> <li>Mark moves to amend previous approval to revisit the course description changes</li> <li>Changes were moved from the comment section of form to the actual worksheet.</li> <li>Objections: none</li> <li>Approved amendments without objections</li> </ul> <p>MGMT 225</p> <ul style="list-style-type: none"> <li>Per meeting 11/5/25: Postpone for further view of course description as questions not addressed</li> <li>Mark moves to approve, Laurie B seconds</li> </ul>	<b>Approved by vote:</b> <ul style="list-style-type: none"> <li>MGMT 150-Managing Customer Relations</li> <li>MGMT 225-Principles of Mgmt/Leadership</li> <li>ARTS 269-The Portfolio</li> <li>EDUC 226-Foundations of Literacy</li> <li>ENGL 098-Integrated Reading Writing I</li> <li>METM 108-Machine Tool Operations</li> <li>METM 112-Introduction to CNC Machining</li> <li>METM 150-Advanced CNC Machining</li> </ul>

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		<ul style="list-style-type: none"> <li>• Discussion: none</li> <li>• Vote: 10, 10-yes, 0-no</li> </ul> <p>ENGL 098</p> <ul style="list-style-type: none"> <li>• Director of Assessment approved</li> <li>• Mark moves to approve, Ian seconds</li> <li>• Discussion: none</li> <li>• Vote: 11, 11-yes, 0-no</li> </ul> <p>METM 108</p> <ul style="list-style-type: none"> <li>• Laura B moves to approve, Mark seconds</li> <li>• Discussion: none</li> <li>• Vote: 11, 11-yes, 0-no</li> </ul> <p>METM 112</p> <ul style="list-style-type: none"> <li>• Mark moves to approve, Laurie B seconds</li> <li>• Discussion: none</li> <li>• Vote: 9, 9-yes, 0-no</li> </ul> <p>METM 150</p> <ul style="list-style-type: none"> <li>• Director of Assessment approved</li> <li>• Laurie B moves to approve, Dan R seconds</li> <li>• Discussion: none</li> <li>• Vote: 11, 11-yes, 0-No</li> </ul> <p>EDUC 226</p> <ul style="list-style-type: none"> <li>• LO and Eval Methods updated</li> <li>• Director of Assessment approved</li> <li>• Mark moves to approve, Laurie B seconds</li> <li>• Discussion: none</li> <li>• Vote: 11: 11-yes, 0-no</li> </ul> <p>ARTS 269</p> <ul style="list-style-type: none"> <li>• Director of Assessment approved</li> <li>• Laurie B moves to approve, Mark seconds</li> <li>• Discussion: none</li> <li>• Vote: 10: 10-yes, 0-no</li> </ul> <p>PFWT 112</p> <ul style="list-style-type: none"> <li>• Director of Assessment approved</li> </ul>	<ul style="list-style-type: none"> <li>• PFWT 112-Intro to Weight Training</li> <li>• PFWT 123-Weight Training I</li> </ul>

Agenda Item	Tentative Time	Discussion	Next Steps
		<ul style="list-style-type: none"> <li>Mark moves to approve, Dan r seconds</li> <li>Discussion: none</li> <li>Vote 11: 11-yes, 0-no</li> </ul> PFWT 123 <ul style="list-style-type: none"> <li>Director of Assessment approved</li> <li>Laurie B moves to approve, Mark seconds</li> <li>Discussion: none</li> <li>Vote: 10, 10-yes, 0-no</li> </ul>	
<b>Expedited Revisions:</b> <ul style="list-style-type: none"> <li>EDUC 220-Foundations of Education</li> </ul>	<del>3:15-3:30</del> 2:51-2:55	EDUC 220 <ul style="list-style-type: none"> <li>From 11/5/25 meeting: Further discussion of updating word count of course descriptions. Mark completed EDUC 230, but no edits were done for EDUC 220.</li> <li>Mark moves to approve, Rafeeq seconds</li> <li>Vote: 11, 11-yes, 0-no</li> </ul>	<b>Approved by vote:</b> <ul style="list-style-type: none"> <li>EDUC 220-Foundations of Education</li> </ul>
<b>New Programs of Study</b> <ul style="list-style-type: none"> <li>Allied Health-Enhanced (AAH)</li> </ul>	<del>3:30-3:45</del> 2:55-3:06	Cheryl to contact Ferris State Univ. regarding a MSGE 121A, this is only a portion of the course per Diane Roose. Rafeeq moves to approve, Mark seconds Discussion: none Vote: 9, 9-yes, 0-no	<b>Approved by vote:</b> <ul style="list-style-type: none"> <li>Allied Health-Enhanced (AAH)</li> </ul>
<b>Program of Study Discontinuation:</b> <ul style="list-style-type: none"> <li>n/a</li> </ul>	<del>3:45</del> 3:06	n/a	n/a
<b>Expedited Program of Study Title Changes:</b> <ul style="list-style-type: none"> <li>n/a</li> </ul>	<del>3:45</del> 3:06	n/a	n/a
<b>General Ed-Applied / MTA Course Proposal:</b> <ul style="list-style-type: none"> <li>n/a</li> </ul>	<del>3:45</del> 3:06	n/a	n/a
<b>CIMT Course Revisions:</b> (Any courses on CIMT Course Revision .pdf document that are highlighted in blue are pending cc course reviews and are NOT listed here. Courses highlighted in yellow	<del>3:45-3:55</del> 3:06-3:15	EDUC 226 <ul style="list-style-type: none"> <li>Change</li> <li>New L/L/O: <del>48/0/0</del> 48/0/<b>20</b></li> <li>The EDUC courses are being redesigned to better transfer to schools requiring K-12 classroom time.</li> </ul> CITS 225	<b>Approved by vote:</b> <ul style="list-style-type: none"> <li>EDUC 226</li> <li>CITS 225</li> <li>THEA 233</li> <li>THEA 240</li> <li>DMAC 234</li> </ul>

Agenda Item	Tentative Time	Discussion	Next Steps
<p>are pending cc course reviews and on CIMT course revisions form.)</p> <ul style="list-style-type: none"> <li>• EDUC 226</li> <li>• CITS 225</li> <li>• THEA 233</li> <li>• THEA 240</li> <li>• DMAC 234</li> <li>• PFWT 112</li> <li>• PFWT 123</li> <li>• MSGE 137</li> <li>• PARA 221A</li> <li>• PARA 221B</li> <li>• PARA 222A</li> <li>• PARA 222B</li> <li>• PARA 222C</li> <li>• PARA 231A</li> <li>• PARA 231B</li> <li>• PARA 232A</li> <li>• PARA 232B</li> <li>• PARA 241A</li> <li>• PARA 241B</li> <li>• PARA 242A</li> <li>• PARA 242B</li> <li>• PARA 251A</li> <li>• PARA 251B</li> <li>• PARA 252A</li> <li>• PARA 252B</li> <li>• PARA 262A</li> <li>• PARA 262B</li> <li>• PARA 262C</li> </ul>		<ul style="list-style-type: none"> <li>• Change</li> <li>• Minimum 2.0 in CITF 120 or CITS 125 <b>or CPSC 101</b></li> <li>• The previous prerequisites were unnecessarily restrictive and did not take into account CS students who may want to enroll within this course.</li> </ul> <p>THEA 233</p> <ul style="list-style-type: none"> <li>• Change</li> <li>• Prerequisite Courses: Minimum 2.0 in <b>(THEA 131 and THEA 141) and minimum 2.0 in (THEA 143 or concurrently) and THEA 225 and THEA 240)</b> or Department Approval.</li> <li>• Placement Scores: <del>None</del> <b>Reading Level 5</b></li> <li>• <b>Co-requisite: THEA 240</b></li> </ul> <p>THEA 240</p> <ul style="list-style-type: none"> <li>• Change</li> <li>• Prerequisite Courses: Minimum 2.0 in (THEA 131 and THEA 141) and minimum 2.0 in (THEA 143 <b>or concurrently</b>) or Department Approval.</li> <li>• Placement Scores: Reading Level 5</li> <li>• Corequisite Course: THEA <del>225</del> <b>233</b></li> </ul> <p>DMAC 234</p> <ul style="list-style-type: none"> <li>• Change</li> <li>• <del>Fall,</del> Spring</li> </ul> <p>PFWT 112</p> <ul style="list-style-type: none"> <li>• Change</li> <li>• Fall, <del>Spring,</del> Summer</li> <li>• Course is being updated to better reflect current best practices in teaching introductory level resistance training.</li> </ul> <p>PFWT 123</p> <ul style="list-style-type: none"> <li>• Change</li> <li>• <del>Fall,</del> Spring, <del>Summer</del></li> </ul>	<ul style="list-style-type: none"> <li>• PFWT 112</li> <li>• PFWT 123</li> <li>• MSGE 137</li> <li>• PARA 221A</li> <li>• PARA 221B</li> <li>• PARA 222A</li> <li>• PARA 222B</li> <li>• PARA 222C</li> <li>• PARA 231A</li> <li>• PARA 231B</li> <li>• PARA 232A</li> <li>• PARA 232B</li> <li>• PARA 241A</li> <li>• PARA 241B</li> <li>• PARA 242A</li> <li>• PARA 242B</li> <li>• PARA 251A</li> <li>• PARA 251B</li> <li>• PARA 252A</li> <li>• PARA 252B</li> <li>• PARA 262A</li> <li>• PARA 262B</li> <li>• PARA 262C</li> </ul>

Agenda Item	Tentative Time	Discussion	Next Steps
		<ul style="list-style-type: none"> <li>• Course is being updated to better reflect current best practices in teaching general resistance training.</li> </ul> <p>MSGE 137</p> <ul style="list-style-type: none"> <li>• Change</li> <li>• Title Change: Med Term &amp; Pharma in Massage (was Medical Terminology in Massage)</li> <li>• Revised to more clearly describe the course and its content, including both medical terminology and pharmacology.</li> <li>• Course description already includes Pharma language per Rafeeq M.</li> </ul> <p>PARA 221A</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• Military Medic to Paramedic module courses are being cancelled. Last offered in 2017 or earlier; due to program changes, the courses would need updating before reuse.</li> </ul> <p>PARA 221B</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> <p>PARA 222A</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> <p>PARA 222B</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> <p>PARA 222C</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> <p>PARA 231A</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul>	

Agenda Item	Tentative Time	Discussion	Next Steps
		<p>PARA 231B</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> <p>PARA 232A</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> <p>PARA 232B</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> <p>PARA 241A</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> <p>PARA 241B</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> <p>PARA 242A</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> <p>PARA 242B</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> <p>PARA 251A</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> <p>PARA 251B</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> <p>PARA 252A</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> <p>PARA 252B</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul>	

Agenda Item	Tentative Time	Discussion	Next Steps
		PARA 262A <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> PARA 262B <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> </ul> PARA 262C <ul style="list-style-type: none"> <li>• Cancel</li> <li>• See PARA 221A.</li> <li>• Mark moves to approve, Laurie B seconds</li> <li>• Discussion: none</li> <li>• Vote 11, 11-yes, 0-no</li> </ul>	
<b>Agenda Items for Future Meeting:</b>  <b>Next Meeting:</b> December 3 <del>November 12</del> , 2025 – 2:10-4:00 pm  Any questions or future meeting items, please email	<del>3:55-4:00</del> 3:20-3:30	<del>Postponed until further notice from Jackie Womble, TC</del> <b>CIMT Rep.:</b> <ul style="list-style-type: none"> <li><del>• APPR 170 Inside Wireman Apprentice 1 A</del></li> <li><del>• APPR 171 Inside Wireman Apprentice 1 B</del></li> <li><del>• APPR 175 Inside Wireman Apprentice 2 C</del></li> <li><del>• APPR 179 Inside Wireman Apprentice 4 A</del></li> <li><del>• APPR 180 Inside Wireman Apprentice 4 B</del></li> </ul> Postpone by Laurie Kinne for further information. (Course revision and Humanities MTA Course) <ul style="list-style-type: none"> <li>• ARTH 213-Arts of Asia</li> <li>• ARTH 217-Arts of the Renaissance</li> </ul> Discussion: length (word count) of course descriptions	Proposals on hold until advisement from CIMT Rep./Academic Coordinator of area.  Add to next Agenda: Discussion regarding length (word count) of course descriptions.

Meeting adjourned at 3:30 pm

Polling Results: [CC-poll-results-report-2025.11.19.pdf](#)

WebEx Chat Information:

2025-11-19 14:08 : Daniel Rafail : Hello everyone! I have to leave a little early today to get to Impression 5 for another meeting.

2025-11-19 14:22 : Adam Richardson : Hasn't it already been approved, though?

2025-11-19 14:29 : Adam Richardson : Great work improving the outcomes 😊

2025-11-19 14:30 : Adam Richardson : More great work!



2025-11-19 14:43 : Adam Richardson : I like complete sentences, though I won't vote against (though I won't necessarily vote for 😊 )

2025-11-19 14:53 : Ann Selleck : I like more words. That would help.

2025-11-19 14:58 : Adam Richardson : [course\\_descriptions-improved.xlsx](https://lansingcc-my.sharepoint.com/:x:/g/personal/richaa54_star_lcc_edu/ESbe2X8Ewk5HthaXApQk0U4Bghl1kl3VZ3m9bFA7ZHDaCA?e=U0p1ID)

2025-11-19 14:59 : Adam Richardson : I created this using Python and AI (test for incomplete sentences) in light of our conversation about words.

2025-11-19 14:59 : Adam Richardson : Probably errors, but what can you expect given the time frame 😊

2025-11-19 14:59 : Rafeeq McGiveron : Geez, the power of programming . . .

2025-11-19 15:06 : Adam Richardson : Looking ahead to future conversations related to the word max for descriptions, Adam likes:  
- Increasing the limit (let the richness of the courses shine through in the digital age).  
- Use characters for the limit instead of words, which vary drastically in length.  
- This allows us to embrace complete sentences, which is far and away the convention in our existing descriptions (and makes me happy).

2025-11-19 15:07 : Rafeeq McGiveron : Rafeeq's reminder: Not opposed to commonsensical expansion, but let's just also remember that visual size when reading--incl on phone--indeed is a thing. Doubling size, for example, probably would be bad.

2025-11-19 15:09 : Rafeeq McGiveron : This course will introduce the student to basic medical vocabulary related to the body system. Basic pharmacology will be presented with the classifications and names of common medications, as well as massage considerations for common medications.

2025-11-19 15:12 : Josie Sebastian : That would be December 10

2025-11-19 15:16 : Adam Richardson : GVSU is typically general out of the gate, it seems (tough).

2025-11-19 15:19 : Josie Sebastian : Thanks Courtney, I looked at my calendar wrong

2025-11-19 15:19 : Rafeeq McGiveron : Penny, for POLS 280, could you pls just let me know after Senate and then Provost apprv?--at that point I need to officially alert Mary Ellen, Lori Myers, and Zach Foster for F26.

2025-11-19 15:23 : Adam Richardson : We will dearly miss you, Penny 😊