



Minutes

Name of Committee or Team: Curriculum Committee

Support Documents Link: [CC Meeting Information 2026.02.25](#)

Recording link: <https://lccedu.webex.com/lccedu/jdr.php?RCID=981c59534b637afce0bc779d09ffaae9>

- **Committee Members Present via WebEx:** Courtney Geisel, Michael Pemberton, Tamara McDiarmid, Adam Richardson, Rafeeq McGiveron, Heather Bunce, Daniel Rafail, Eric Bennett, Ian Leighton, Mark Kelland, Laura Bishop, Diane Roose
- **Resource Members Present via WebEx:** Mary Ellen Laatsch, Kelly Ellis, Jackie Womble, Laurie Kinne
- **Guest(s):** Anthony Kruckeberg
- **Scribe:** WebEx AI & Penny Tucker

Date: February 25, 2026

Time: 2:10-4:00 pm

Room: WebEx

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the Agenda February 25, 2026 (Courtney)	2:10-2:15 2:11	Changes: none Objections: none Approved without objection	Approved without objection
Approval of minutes from CC meeting on February 11, 2026 (Courtney)	2:15-2:20 2:11	Corrections: <ul style="list-style-type: none"> • Update to Contact Hours for 15-week semester discussion-added note from Laurie K. • Mark provided clarity to same issue • Rafeeq provided: In the 16/15-week section, next to last bullet, please bump the hyphen up to a dash. For ENGL 309, I was the one who seconded (first). Additional changes: none Objections: none Approved without objections	Approved as amended 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 2:11	n/a	n/a

Agenda Item	Tentative Time	Discussion	Next Steps
5-Star Ticket / Curriculum Committee Webpage Update	2:20-2:25 2:12	Webpage is up to date with minutes and reports.	More to follow at next meeting.
March 11th meeting – Spring Break (Courtney)	2:25-2:30 2:12-2:16	Out of office on 3/11/26: Heather Bunce, Laura Bishop, Eric Bennett, Ian Leighton, Diane Roose A&S may have some new courses for review Will keep as a go and check attendance numbers.	Meeting will continue, but will be reviewed closer to time.
Language on course form(s) re: Eval percentages	2:30-2:45 2:16-2:42	Evaluation-Section-on-CC-Worksheets-Revised.docx <ul style="list-style-type: none"> • Mark moves to approve edits, Rafeeq seconds • Discussion: none • Objection: none • Approved without objection 	Approved amendments without objection
Annual Review of Standing Operating Procedures for CC (Penny)	2:45-3:00 2:42-3:11	SOP reviews New Course and Programs of Study-Review and Approval <ul style="list-style-type: none"> • Updates completed in 12/2025 to include information regarding enhanced • No further edits Revised Court Proposals <ul style="list-style-type: none"> • Spell out acronyms Course Cancellations and Program of Study Discontinuations <ul style="list-style-type: none"> • Confirming spelling with CDS/LCC Glossary to spelling of “cancellation or cancelation”. • Spell out acronyms General Education Proposal Approval <ul style="list-style-type: none"> • Spell out acronyms Will send to APAC for review.	All SOPs reviewed and minor edits. Will move to APAC for review and approval.
<u>Items for Review</u>			
New Courses: <ul style="list-style-type: none"> • n/a 	3:00 3:11	n/a	n/a
Course Revisions: <ul style="list-style-type: none"> • HERT 110-Equipment Introduction 	3:00-3:10 2:34-2:42	Mark moves to approve, Ian seconds Discussion: none Vote: 11 – 11-yes, 0 no Approved	Approved: <ul style="list-style-type: none"> • HERT 110-Equipment Introduction

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Expedited Revisions: <ul style="list-style-type: none"> n/a 	3:10 2:42	n/a	n/a
New Programs of Study <ul style="list-style-type: none"> n/a 	3:10 2:42	n/a	n/a
Program of Study Discontinuation: <ul style="list-style-type: none"> n/a 	3:10 2:42	n/a	n/a
Expedited Program of Study Title Changes: <ul style="list-style-type: none"> n/a 	3:10 2:42	n/a	n/a
General Ed-Applied / MTA Course Proposal: <ul style="list-style-type: none"> n/a 	3:10 2:42	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. Courses highlighted in yellow are pending cc course reviews and on CIMT course revisions form). <ul style="list-style-type: none"> ELTE 261 ELTE 111 	3:10-3:20 3:11-3:13	ELTE 261 <ul style="list-style-type: none"> Change Prerequisite Courses: Minimum 2.0 in {ELTE 260 or ELTA 160} The program is removing this course as it is not acceptable as a replacement for ELTE 260. ELTE 111 <ul style="list-style-type: none"> Change Prerequisite Courses: Minimum 2.0 in (ELTE 108 or ELTE 110 or concurrently) ELTE 110 combine of ELTE 108 & 109 into one course. When this change was made apparently this course was missed in adding ELTE 110 to it. Mark moves to approve, Laurie B seconds Discussion: none Vote: 11 – 11-yes, 0-no Approved	Approved by vote: <ul style="list-style-type: none"> ELTE 261 ELTE 111
Agenda Items for Future Meeting: Next Meeting: March 11, 2026 – 2:10-4:00 pm	3:20-4:00 3:13-3:15	2026-27 CC meeting schedule – prep and discuss at next meeting	Add to next agenda, 26-27 proposed meeting schedule

Agenda Item	Tentative Time	Discussion	Next Steps
Any questions or future meeting items, please email			

Meeting adjourned at 3:15 pm

Polling Results: [CC-poll-results-report-2026.02.25.pdf](https://lansingcc.sharepoint.com/:f:/s/AA-Division/IgBJ9btLUcMaT64GJNixSWVYAXX25YKm3zyJs3tLlH4uo-8?e=PCp8IX)

WebEx Chat Information:

2026-02-25 14:07 : Adam Richardson : Well, my computers (main campus Computer Science and east campus Python) have worked well 😊 [just to share more data]

2026-02-25 14:07 : Rafeeq McGiveron : Must be nice!

2026-02-25 14:10 : Penny Tucker : <https://lansingcc.sharepoint.com/:f:/s/AA-Division/IgBJ9btLUcMaT64GJNixSWVYAXX25YKm3zyJs3tLlH4uo-8?e=PCp8IX>

2026-02-25 14:13 : Laurie Kinne : I will likely have new courses that need to be reviewed.

2026-02-25 14:13 : Heather Bunce : I will be out that week

2026-02-25 14:13 : Laura Bishop : I will be soaking up sun as well!! :)

2026-02-25 14:13 : Eric Bennett : I am out on that day.

2026-02-25 14:14 : Eric Bennett : For the entire week

2026-02-25 14:14 : Ian Leighton : I may be out on March 11. It depends on whether or not I will be working f2f with CEWD. I don't know yet.

2026-02-25 14:14 : Kelly Ellis : I don't expect to have anything that will need to be reviewed.

2026-02-25 14:14 : Adam Richardson : I am for canceling 😊

2026-02-25 14:14 : Diane Roose : I might be on the road

2026-02-25 14:15 : Adam Richardson : I can meet if it helps.

2026-02-25 14:15 : Laura Bishop : I can sign in if needed.... but I might be poolside... 😊

2026-02-25 14:15 : Adam Richardson : ^^^ best CC meeting idea 😊

2026-02-25 14:15 : Mary Laatsch : Maybe we can get Sally's provisional approval if needed??

2026-02-25 14:18 : Adam Richardson : I like those two cents 😊

2026-02-25 14:39 : Adam Richardson : Nice hyphen catch!

2026-02-25 14:50 : Ian Leighton : Confirmed by an email a minute ago. I WILL be gone on March 11. Sorry.

2026-02-25 15:10 : Adam Richardson : To follow up, LLMs see documents as a whole (whole thing is loaded into the context window), so as long as a full name is used once in the document, the LLM should get the context correct and properly link abbreviations that occur elsewhere. 😊