Minutes

Name of Committee or Team: Curriculum Committee
Support Documents Link: CC Meeting Information 2026.11.11
Recording link: https://lccedu.webex.com/lccedu/ldr.php?RCID=0f5ee73de7a7a878aa60c97248452ed5 (unedited)

- **Committee Members Present via WebEx:** Adam Richardson, Ami Ewald, Courtney Geisel, Diane Roose, Heather Bunce, Lance Norman, Laura Bishop, Mark Kelland, Rafeeq McGiveron, Tonia Wernette
- **Resource Members Present via WebEx:** Ann Selleck, Cheryl Garayta, Jackie Womble, Jaime Grant, Josie Sebastian, Mary Ellen Laatsch, Nicole Olszowy, Patrick Cull, Sally Welch
- **Guests:** Martine Rife
- **Scribe:** WebEx AI & Penny Tucker

Date: November 11, 2026	**Time:** 2:10-4:00 pm	**Room:** WebEx

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the Agenda November 11, 2026 (Courtney)	~~2:10-2:15~~ 2:10-2:13	Rafeeq advised to pull ENGL 124 and 127 from Consent Agenda. Objections: none Approved with amendments without objections	n/a
Approval of minutes from CC meeting on November 4, 2026 (Courtney)	~~2:15-2:20~~ 2:13-2:14	Amended formatting and added recording link and WebEx Chat at bottom. Corrections: none Approved without objection	n/a
Approval of CC consent agenda (All) ***Course Expedited Revisions Approved by Director of Assessment and CC Reviewed:*** • DMAC 246-Multicam Production • GRMN 122-Elementary German II Further review: • ENGL 124-Technical Writing • ENGL 127-Business Writing	~~2:20-2:25~~ 2:14-2:43	• Mark moves to approve consent agenda for DMAC 246 and GRMN 122, Rafeeq seconds- • Discussion: none • Vote: 8-yes; 0-no • Approved	Approved by vote: • DMAC 246-Multicam Production • GRMN 122-Elementary German II Forward to Academic Senate

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		ENGL 124:
		• Rafeeq motions to return to English Department for the opportunity for feedback from all ENGL faculty ~~voting among all faculty~~, Mark seconds.
		• Discussion:
		  ○ Jaime G. inquires why being removed.
		  ○ Martine R, guest, speaks
		  ○ Nicole O., in SAM shares only within program not entire department.
		  ○ Provost Welch spoke regarding past and current practices
		• Vote: 6-yes; 4-no
		• Approved to refer back to Department.
		
		ENGL 127:
		• Motion to refer back to Department for voting, Mark seconds
		• Discussion: none
		• Vote: 6-yes; 4-no
		• Approved to refer back to Department.
			Referred back to the department for an opportunity for feedback and concerns from all English faculty. This will then be placed on the next CC meeting Agenda on 11/18/26:
			• ENGL 124-Technical Writing
			• ENGL 127-Business Writing

5-Star Ticket / Curriculum Committee Webpage Update	2:25
	2:43-2:47
		• Webpage updated with minutes and reports.
		• Discussed ideas of advising all faculty and staff of CC meetings.
		  ○ Add spring schedule to Division newsletters.
		  ○ Send to Monday Operations email with meeting link – Penny will check with Karen T.
			Penny to discuss with Karen Tommasulo.
			Will bring options back to next meeting

Updated revisions to CC Worksheets-New, Revised, Expedited Revised, and Discontinued forms (Penny)	2:25-2:35 2:47-2:57	Language has been updated in forms below. Still need tweaked language for the Program of Study Discontinuation form: expedited-revised-course-proposal-worksheet v2.docx	Language on the Program of Study Discontinuation form will be further

Agenda Item	Tentative Time	Discussion	Next Steps
		New Course Proposal Worksheet v2.docx New-Program-of-Study-Worksheet v2.docx Program-of-Study-Discontinuation Worksheet v2.docx revised-course-proposal-worksheet v2.docx Rafeeq suggested using the same language as in revised/expedited revised course forms. Penny suggested editing "curricular changes" to "discontinuation". Mark suggests defining the term "program" in the language. CC leadership and those who wish to participate in a meeting will discuss options and return to next meeting with final options of language and roll-out options to faculty/admin.	discussed with CC leadership and others who wish to attend. Options will be brought back to next CC meeting.
Items for Review			
New Courses: • n/a	n/a	n/a	n/a
Course Revisions: • ARTS 153-Drawing II • ARTS 162-Type Communications • ARTS 175-Creative Design and Publishing • ARTS 200-Painting I • ARTS 201-Painting II • ARTS 252-Graphic Design Publications • ARTS 253-Graphic Design Branding	~~2:35-3:00~~ 2:57-3:07	~~* Need Director of Assessment Approval~~ ARTS 153 • Rafeeq moves to approve, Mark seconded • Discussion: none • Vote: 9-yes; 0-no • Approved ARTS 162 • Rafeeq moves to approve, Heather second • Discussion: none • Vote: 9-yes; 0-no • Approved ARTS 175 • Heather moves to approve, Laura B seconds • Discussion: none • Vote: 9-yes; 0-no • Approved	Approved by vote: • ARTS 153-Drawing II • ARTS 162-Type Communications • ARTS 175-Creative Design and Publishing • ARTS 200-Painting I • ARTS 201-Painting II • ARTS 252-Graphic Design Publications • ARTS 253-Graphic Design Branding Forward to Academic Senate

Agenda Item	Tentative Time	Discussion	Next Steps
		ARTS 200 • Mark moves to approve, Laura B seconds • Discussion: none • Vote: 9-yes; 0-no • Approved ARTS 201 • Laura B moves to approve, M~~m~~ark seconds • Discussion: none • Vote: 9-yes; 0-no • Approved ARTS 252 • Mark moves to approve, Heather seconds • Discussion: none • Vote: 9-yes; 0-no • Approved ARTS 253 • Mark moves to approve, Rafeeq seconds • Discussion: none • Vote: 8-yes; 0-no • Approved	
Expedited Revisions: • DMAC 260-World Cinema	~~3:00-3:15~~ 3:07-3:12	DMAC 260 • ~~Need Director of Assessment Approval~~ • Active for Spring 2027 • Rafeeq moves to approve, Mark seconds • Discussion: none • Vote: 9-yes; 0-no • Approved	Approve by vote: • DMAC 260-World Cinema Forward to Academic Senate
New Programs of Study • n/a	n/a	n/a	n/a
Expedited Program of Study Changes: • n/a	n/a	n/a	n/a
Program of Study Discontinuation: • n/a	n/a	n/a	n/a

Agenda Item	Tentative Time	Discussion	Next Steps
General Ed-Applied / MTA Course Proposal: • n/a	n/a	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). • ARTS 226 • ARTS 232	~~3:15-3:30~~ 3:12-3:14	ARTS 226 • Change • **Fall** ~~Spring~~ ARTS 232 • Change • ~~Fall~~ **Spring** Mark moves to approve, Heather seconds Discussion: none Vote: 9-yes; 0-no Approved	Approved by vote: • ARTS 226 • ARTS 232 Forward to the Academic Senate.

Agenda Items for Future Meeting:
 	
Next Meeting:
November 18, 2026 – 2:10-4:00 pm
 	
Any questions or future meeting items, please email LCC-CC-CC_Chair@star.lcc.edu.
	~~3:30-4:00~~
	3:14-3:17
		Pending proposals:
		• Revised courses:
		  ○ ENGL 240-The Film as Art
		  ○ ENGL 279-Prose Style
		  ○ ENGL 290-Shakespeare
		  ○ ESOL 098-ESOL Combined Skills Level 5
		• Add ENGL 124 and 127
		• Finalize discussion of notifying faculty of CC meetings.
		• Schedule a meeting to discuss finalization of language and plan of action to roll out new language in CC worksheet form (Mark K and Laura B request to be included).
			Move pending proposals to next meeting agenda.
			
			Add discussion items to next agenda.

Meeting adjourned at: 3:17 p.m.
Polling Results: CC-poll-results-report-2026.11.11.pdf
WebEx Chat Information:

- Adam Richardson 11/11/2026 2:13 PM • I'm going to build a flowchart to help me remember RR protocols 🙄 [I need to, LOL]
  - You 11/11/2026 2:32 PM • RR protocols?

- Rafeeq McGiveron 11/11/2026 2:14 PM • Sorry I got us off the flow...
- Martine Rife 11/11/2026 2:22 PM • English is way smaller, We only have one discpline in English, every area is different
- You 11/11/2026 2:23 PM • CC Meeting Information 2026.11.11
- Sally Welch 11/11/2026 2:28 PM • If it hasn't been established then how do areas know that they need to do this now?
    - You 11/11/2026 2:29 PM • Sally we can advise a plan in the section of agenda showing the new forms, we can discuss then.
- Mark Kelland 11/11/2026 2:30 PM • And you are qualified, right?
- Rafeeq McGiveron 11/11/2026 2:30 PM • All ENLG 118 and higher, Mark, indeed is for MAS in English
- Martine Rife 11/11/2026 2:30 PM • yes i anm
- Rafeeq McGiveron 11/11/2026 2:31 PM • MA
- Martine Rife 11/11/2026 2:31 PM • yes i am
- Rafeeq McGiveron 11/11/2026 2:34 PM • I don't think a quick email is "penalizing," though.
- Sally Welch 11/11/2026 2:34 PM • It's not but it is a change that people don't know about.
- Martine Rife 11/11/2026 2:34 PM • I'm on the TRT
- You 11/11/2026 2:36 PM • Which I stated that it says on our CC webpage. We can add to the division newletters if that would help.
- Ann Selleck 11/11/2026 2:38 PM • All Full Time are required to attend Annual Changes meeting
- Martine Rife 11/11/2026 2:39 PM • no voting, I'm faculty and I would appreciate any support for faculty and collabnoration
- Tonia Wernette 11/11/2026 2:43 PM • As someone new to the committee, I appreciate the discussion about the process, who is involved, and who is welcome to participate. Thank you for sharing these insights!
- Adam Richardson 11/11/2026 2:43 PM • Courtney, I'm impressed with all you get right (which far exceeds what people would suffer through with me trying to figure things out).
- Ann Selleck 11/11/2026 2:46 PM • Yes a link to all . Then allow time for comment for all.
- Martine Rife 11/11/2026 2:47 PM • I was elected as a member at large senator which is why I attend now
- Rafeeq McGiveron 11/11/2026 2:47 PM • Great ideas!
- Adam Richardson 11/11/2026 2:47 PM • I like all the sharing ideas, but I also like avoiding adding things to your already-full weekly list of to-dos, Penny. You already crank out a mountain of work every week!
- Martine Rife 11/11/2026 2:52 PM • The Provost defined it at senate and it was amazing
- Adam Richardson 11/11/2026 2:53 PM • I have to run to my next MiTransfer meeting (data science) in just a few minutes. I can vote for 5 more minutes (if needed).
- Rafeeq McGiveron 11/11/2026 2:54 PM • Geez, I'm glad you're on that team, Adam!
- Mark Kelland 11/11/2026 2:55 PM • Not so little - psychology.
- Sally Welch 11/11/2026 2:55 PM • The AAOM team came up with the definitions. I just did the presentation.
- Martine Rife 11/11/2026 2:56 PM • Sally I loved that presentation, we can still use "program" for other things, like assessment, etc
- Laura Bishop 11/11/2026 2:56 PM • Limited choice options can fall into several programs — and can impact many areas, especially when we start talking about the GA degrees.

- Nicole Olszowy 11/11/2026 3:02 PM • This is for future...Just a thought, what if all programs included language in their SOPs about how course/major changes were reviewed, and who should be included in those discussions. It IS different for different areas, and this would help allow those differences. Again, I don't think it should be the Curriculum Committee making blanket mandates with regards to this, because we can be so different.
- Martine Rife 11/11/2026 3:03 PM • I think it mainly goes by subject code like PSYC or SOC or ENGL
- Rafeeq McGiveron 11/11/2026 3:05 PM • Agreed, that all programs should have this in their processes. It really should be for all in the alphacode, though--BIOL, CHEM, PHYS, MATH/STAT, etc. It would be difficult to argue that all faculty in an alphacode shouldn't at least be given the opportunity for feedback.
- Rafeeq McGiveron 11/11/2026 3:06 PM • Don Don't trouble yourself, Laurie--you already did the big work of the changes.
- Rafeeq McGiveron 11/11/2026 3:14 PM • Thanks, jaime!
- Martine Rife 11/11/2026 3:14 PM • thank you Jaime, I can praise Bernie then because she does great work
- Martine Rife 11/11/2026 3:16 PM • I'm jealous of Mark's parlimentarian skills. thank you
- Tonia Wernette 11/11/2026 3:17 PM • thank you