

AGENDA & NOTES

Name of Committee or Team: Curriculum Committee

- **Committee Members Present via WebEx**: Eric Bennett, Heather Bunce, Ian Leighton, Mieko Phillips, Rafeeq McGiveron, Tamara McDiarmid, Mark Kelland, Dan Rafail, Jodi Wiley, Michael Pemberton, Stephanie Trapp, Tracy Nothnagel, Jon Ten Brink, Ami Ewald
- Resource Members Present via WebEx: Laurie Kinne, Betsy Raleigh, Mary Ellen Laatsch, Nancy Dietrich, Kelly Ellis
- Guest: Cheryl Garayta, Mark Bathurst, Dennis Pipper
- Scribe: Penny Tucker

Date: February 2, 2022	Date: February 2, 2022Time: 2:30-4:30 PMRoom: WebEx		
Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the February 2, 2022 Agenda	2:30-2:35 2:31-2:32	 Amended to include CIMT Revision Courses Objections: none Approved 	Approved with Amendments
Approval of amended minutes from CC meeting on January 19, 2022 <i>(All)</i>	2:35-2:40 2:32-2:33	 Updates made from emails provided Objections: none Approved 	Approved with Amendments
Approval of CC consent agenda (All) Course Expedited Revisions Approved by Director of Assessment and CC Reviewed: • n/a	2:40 2:33	n/a	• n/a
CC + CASL Work Group Update (Tami M.)	2:40-2:45 2:33-2:34	No meeting scheduled yet at this timeTami to keep members updated	Update at next meeting
CC & Degree Works Update (Zachary Foster)	2:45-2:55 2:34	Not in attendance	Update at next meeting
5-Star Ticket / Curriculum Committee Webpage Update: 5-Star Ticket Process for Gen	2:55-3:10 2:34-2:45	 CC webpage will be updated with approved SOPs and Expedited Revised Course Review Process documents Rafeeq has updated the Gen Ed-Applied Degrees & MTA forms 	
Ed/MTA Submission Update Expedited Curriculum Review Process Update for Web		 for Fall 2023. Gen Ed-Applied/MTA communication timeline established and reviewed 	

Agenda Item	Tentative Time	Discussion	Next Steps
		 Reviewed Expedited Revised Course Review Process document (f/k/a Expedited Curriculum Review Process) Adjustments to include the removal of outcomes need to complete a full Revised Course proposal review. Amendments review and no objections. Will be finalized and updated on CC webpage along with forwarding to CIMT Reps. for updated version. 	
CC SOP updates (Penny)	3:10-3:30 2:45-2:57	 Approve of Course Cancelations and Program of Study Discontinuations SOP: Adjust definition of CC to Standing Committee, instead of subcommittee Mark moves to approve approval of course cancellations and program of study discontinuations SOP, Dan seconds Objections: none Approved Approval of New Courses and Programs of Study SOP Adjust definition of CC to Standing Committee, instead of subcommittee Mark moves to approve, Jon seconds Objections: none Approved Approved Approved Approved of Revised Courses SOP Adjust definition of CC to Standing Committee, instead of subcommittee Mark moves to approve, Jon seconds Objections: none Approval of Revised Courses SOP Adjust definition of CC to Standing Committee, instead of subcommittee 	APPROVED with corrections: Approve of Course Cancelations and Program of Study Discontinuations SOP Approval of New Courses and Programs of Study Approval of Revised Courses
Items for Review			
 New Courses: AVAU 100-UAS Exam- Flight Orientation AVAU 150-Unmanned Aircraft Sys. Maint AVAU 200-Advanced UAS Flight 	3:30-3:50 2:58-3:22	 AVAU 100: All three course descriptions are the same; will be adjusted to TRT suggestions. Usually hi-vis or hi-visibility CIP code correct Course Description updates will be completed through email. Upon reaching final version, Betsy R will update worksheet and update 5-star ticket. 	APPROVED HERT 160- Equipment HVAC/Cab Controls POSTPONED:

Agenda Item	Tentative Time	Discussion	Next Steps
HERT 160-Equipment HVAC/Cab Controls		 Mark moves to approve, Tracy seconds Rafeeq's recommendations reviewing course description before fully approving course. Mary Ellen, will the 2-week delay be an issue? MEL, No Mark moves to postpone to next meeting pending update to course description, Heather seconds Objections: none, procedural as motion already on floor, Mark advised chair did not place motion on the floor. Approved to postponed to review updated course description AVAU 150 Course description needs updating Course Description updates will be completed through email. Upon reaching final version, Betsy R will update worksheet and update 5-star ticket. Mark moves to postponed to next meeting to review updated course description AVAU 200 Corrections from TRT have been corrected Pending course description updates will be completed through email. Upon reaching final version, Betsy R will update worksheet and update 5-star ticket. Mark moves to postponed to next meeting to review updated course description AVAU 200 Corrections from TRT have been corrected Pending course description update will be completed through email. Upon reaching final version, Betsy R will update worksheet and update 5-star ticket. Mark moves to postpone course, lan seconds Objections: none Approve to postpone to next meeting to review updated course description HERT 160 Jon move to approve, mark seconded Poll: 11 approve, 0 nay, 0 bstain approved 	 AVAU 100- UAS Exam- Flight Orientation AVAU 150- Unmanned Aircraft Sys. Maint AVAU 200- Advanced UAS Flight
Course Revisions: • n/a	3:50 3:22	n/a	n/a
New Programs/Pathways:	3:50-4:20 3:22-4:37	POSTPONED TO NEXT MEETING:	APPROVED:

Agenda Item	Tentative Time	Discussion	Next Steps
 Communication and Languages-Enhanced, AA Communication and Languages, GA Communication and Languages-WL, AA GSCI UAS Remote Pilot and Maintenance, CC Massage Therapy, CC Music, AM Music Education/Pre- Music Therapy AM Music-Enhanced, AM Science and Mathematics, GA 		 Comm/Lang-GA: Mary Ellen suggested that Career Community courses listed in all options, need to speak with Zac in Degree Works. Will discuss further with Zac, Penny will follow-up with Zac he has the most up to date information. Eric B mentioned may not fit for all students Cheryl, Career Community to allow student to start and then change to allow to transfer; a team being put together to begin process of how to help students through the process. Dan R: good clarity of thought, students will start with one area in mind, but change. SBT: okay to change majors, but do need to be at LCC for a purpose/a path. Jodi: degrees that don't award Certs in so many years, aren't they dropped? Rafeeq: if a student that doesn't complete a degree in so many years, aren't they normally cut? Cheryl: will go through Program Health review Rafeeq moves to approve, Jon seconded <u>POLL</u>: 11 approved, 0 nay, 1 abstain Approved to postponed to next meeting for updated cost calculations COMM/Lang-Enhanced, AAA: Mark moves to approve, Jon seconds <u>POLL</u>: 11 approved, 0 nay, 0 abstain 	 Communicatio n and Languages- Enhanced, AA Communicatio n and Languages, GA Massage Therapy, CC Music, AM Music Education/Pre- Music Therapy AM Music- Enhanced, AM POSTPONED: GSCI UAS Remote Pilot and Maintenance, CC COMM/LANG with WORLD LANG, AA

Agenda Item	Tentative Time	Discussion	Next Steps
		 Approved Massage Therapy CC: Dept. of Ed requirements Teachout will be used for current students Changing subject code to MSGE for new pathway Content to courses are not changing. Credit and billing hours not changing Mark has run the pathway through HLC screening and cleared SBT will then submit to Federal for approval Program did not want changes, but technical based on state, federal and accreditors requirements Jodi advised ahead of the other massage schools in implementing certificate Heather, does course change need to happen prior to approving the CC: The courses are not changing, just title changes. Heather motions to approve, Mark seconds POLL: 12 approve, 0 nay, 1 abstain Approved Music, AM: Mark moves to approve, Rafeeq seconds POLL: 11 approved, 0 nay, 1 abstain Approved Mark motioned to approve, Rafeeq seconds POLL: 10 approve, 0 nay, 1 abstain Approved 	

Agenda Item	Tentative Time	Discussion	Next Steps
		 COMM/Lang-WL, AA: Under Comm and Lang Career Community Courses, change SPAN 121 to Elementary Spanish I not II; and change title of Introductory Statistics to Introduction to Statistics STAT 170 Suggested to add LING 230 in electives, add a note if they did not take LING 230 before, take now. Add "*" at first LING 230 to remind student to take. Suggested a notation down below to if not done LING 230 I Career community to do in limited choice and add an "*" to remind of the same thing. Would it work? MEL: same situation as other one, listing courses in multiple places first and then if no degree works issue, move forward. Mark moves to postpone for clarification and Zac's Degree Works clarification, Tracy seconds Objections: none Approved to postponed to discuss with Zach Foster of Degree Works and clarification of course listings in multiple locations and LING UPDATE 02/03/22: This was to be reviewed with World Language's reinstates their pathway. Disregard, will be reviewed when 5-star ticket is submitted. Music Education/Pre-Music Therapy AM Social science update from meeting Psych courses removed other than 200 Mark moves to approve, Mieko seconds Rafeeq: It does not full-fil MTA? Does not apply as different Music Industry. POLL: 9 approve, 0 nay, 1 abstain Approved 	

Agenda Item	Tentative Time	Discussion	Next Steps
Program of Study Discontinuation: • Music, AA (1477)	4:20-4:25 4:37-4:38	 Previous meeting: Postponed until the 2nd read of new AM program of study 1st read: Music AA postponed until MUSIC AM approved Rafeeq moves to approve, Mark seconds <u>POLL</u>: 8 approved, 0 nay, 1 abstain 	APPROVED: • Music, AA (1477)
General Ed-Applied / MTA Course Proposal • n/a	4:25 4:38	n/a	n/a
CIMT Course Revisions: MSGE 131 MSGE 132 MSGE 132A MSGE 132B MSGE 137 MSGE 139 MSGE 139A MSGE 139A MSGE 141 MSGE 150 MSGE 151 MSGE 151A MSGE 151A MSGE 151B MSGE 151D MSGE 151D MSGE 151D MSGE 231 MSGE 232 MSGE 233 MSGE 241 MSGE 242 MSGE 252 MSGE 254 MSGE 256 MSGE 258	4:25 4:38-4:39	 MSGE 131: New- Renumbered from MASG 131; Credits: 2.13 was Credit hour reductions due to new USDOE regulations governing the calculation of credit hours for clock hour programs. With the change in credits, the program will go from a certificate of achievement to a certificate of completion. Current students will finish out the Cert. of Achievement in the current MASG courses. New subject code, MSGE, with reduced credits, being created for the cert. of completion. Only subject code and credits are changing, course content will remain the same for all the courses. Old MASG courses will be submitted for cancellation when the teach out period ends. MSGE 132: New - Renumbered from MASG 132; Credits: 3.2 was See rationale under MSGE 131. MSGE 132B: New - Renumbered from MASG 132B ; Credits: 2.13 was 3. See rationale under MSGE 131. MSGE 132B: New - Renumbered from MASG 132B ; Credits: 1.06 was credits: 1.06 was 1.5. See rationale under MSGE 131. MSGE 137: New - Renumbered from MASG 139; Credits: 1.06 was 2. See rationale under MSGE 131. MSGE 139: New - Renumbered from MASG 139; Credits: 1.06 was See rationale under MSGE 131. MSGE 139A: New - Renumbered from MASG 139B; Credits: 1.06 was See rationale under MSGE 131. MSGE 139A: New - Renumbered from MASG 139A; Credits: .53 so 1. See rationale under MSGE 131. MSGE 139B: New - Renumbered from MASG 139B; Credits: .53 so 1. See rationale under MSGE 131.<td>APPROVED: MSGE 131 MSGE 132 MSGE 132A MSGE 132B MSGE 132B MSGE 139 MSGE 139A MSGE 139A MSGE 139B MSGE 141 MSGE 1510 MSGE 1511 MSGE 1511 MSGE 1511 MSGE 1511 MSGE 1511 MSGE 1511 MSGE 1511 MSGE 1511 MSGE 231 MSGE 231 MSGE 232 MSGE 241 MSGE 242 MSGE 252 MSGE 253 MSGE 254 MSGE 256 MSGE 258</td>	APPROVED: MSGE 131 MSGE 132 MSGE 132A MSGE 132B MSGE 132B MSGE 139 MSGE 139A MSGE 139A MSGE 139B MSGE 141 MSGE 1510 MSGE 1511 MSGE 1511 MSGE 1511 MSGE 1511 MSGE 1511 MSGE 1511 MSGE 1511 MSGE 1511 MSGE 231 MSGE 231 MSGE 232 MSGE 241 MSGE 242 MSGE 252 MSGE 253 MSGE 254 MSGE 256 MSGE 258

Agenda Item	Tentative Time	Discussion	Next Steps
 MSGE 110 (Any courses on CIMT Course Revision .pdf document that are highlighted in green are pending cc course reviews and are NOT listed here.) 		 MSGE 150: New - Renumbered from MASG 150; Credits: .13 TO 4.26 was .25 TO 4. See rationale under MSGE 131. MSGE 151: New - Renumbered from MASG 151; Credits: 2.93 was 5.5. See rationale under MSGE 131. MSGE 151A: New - Renumbered from MASG 151A; Credits: .80 was 1.5. See rationale under MSGE 131. MSGE 151B: New - Renumbered from MASG 151B; Credits: .80 was 1.5. See rationale under MSGE 131. MSGE 151C: New - Renumbered from MASG 151C; Credits: .53 was 1. See rationale under MSGE 131. MSGE 151D: New - Renumbered from MASG 151D; Credits: .53 was 1. See rationale under MSGE 131. MSGE 151D: New - Renumbered from MASG 151D; Credits: .80 was 1.5. See rationale under MSGE 131. MSGE 170: New - Renumbered from MASG 170; Credits: .13 TO 4.26 was .25 TO 4. See rationale under MSGE 131. MSGE 231: New - Renumbered from MASG 231; Credits: 2.13 was 4. See rationale under MSGE 131. MSGE 232: New - Renumbered from MASG 235; Credits: 2.13 was 4. See rationale under MSGE 131. MSGE 235: New - Renumbered from MASG 241; Credits: 1.33 was 1. See rationale under MSGE 131. MSGE 241: New - Renumbered from MASG 242; Credits: 1.60 was 1.75. See rationale under MSGE 131. MSGE 242: New - Renumbered from MASG 252; Credits: 1.06 was 2. See rationale under MSGE 131. MSGE 252: New - Renumbered from MASG 254; Credits: 1.06 was 2. See rationale under MSGE 131. MSGE 254: New - Renumbered from MASG 254; Credits: 1.06 was 2. See rationale under MSGE 131. MSGE 255: New - Renumbered from MASG 256; Credits: 1.06 was 2. See rationale under MSGE 131. MSGE 256: New - Renumbered from MASG 254; Credits: 1.06 was 2. See rationale under MSGE 131. MSGE 256: New - Renumbered from MASG 256; Credits: 1.06 was 2. See rationale under MSGE 131. MSGE 256: New - Renumbered from MASG 256; Credits: 1.06 was 2. See rationale under MSGE 131. MSGE 256: New - Renumbered from MASG 256; Credits: 1.06	• MSGE 110

Agenda Item	Tentative Time	Discussion	Next Steps
		Mark moves to approve all changes on CIMT Revisions document, Jon seconds <u>POLL</u> : 10 approve, 0 nay, 0 abstain Approved	
Agenda Items for Future Meeting: Next Meeting:	4 :25-4:30 4:39-4:40	 Review postponed new programs of study Review postponed new courses 	
February 16, 2022			

Meeting adjourned at 4:41

WebEx Chat Information:

February 2, 2022 2:39 PM from Laurie Kinne to everyone: Would the last sentence be better worded this way: If a revision is approved for expedited review, it will move from the Director of Assessment and Chair of the Curriculum Committee directly to the Curriculum Committee for review.

February 2, 2022	2:39 PM	from Laurie Kinne to everyone:last sentance of the first paragraph
February 2, 2022	3:05 PM	from Rafeeq McGiveron to everyone: can you hear me
February 2, 2022 a minute ago	3:18 PM	from Penny Tucker to everyone:we are working remotely tomorrow as of
February 2, 2022	3:19 PM	from Rafeeq McGiveron to everyone: Awwwwww. How disappointing
February 2, 2022	3:26 PM	from Eric Bennett to everyone:sarcasm noted
February 2, 2022 things work at commu		-
February 2, 2022 Enjoy the snow and s		from Stephanie Trapp to everyone: I have to run to another meeting.
February 2, 2022	4:07 PM	from Jodi Wiley to everyone: I'm enjoying your screen savers penny!
February 2, 2022 Microsoft.	4:22 PM	from Penny Tucker to everyone: Thanks Jodi, its a free background from

-	from Cheryl Garayta (privately): I just sent the Music Ed/Therapy. and I thought you already had received it. I just resent.
February 2, 2022 4:29 PM	from Penny Tucker to everyone: One minute remaining
February 2, 2022 4:31 PM	from Rafeeq McGiveron to everyone: I'm game.
February 2, 2022 4:31 PM	from Jon Tenbrink to everyone:me too
February 2, 2022 4:31 PM	from Tracy Nothnagel to everyone: Count me in
February 2, 2022 4:31 PM have quorum?	from Jodi Wiley to everyone: If I tap out for teaching, do you still
February 2, 2022 4:31 PM	from Jodi Wiley to everyone: same here
February 2, 2022 4:31 PM	from Mieko Philips to everyone: I can stay.
February 2, 2022 4:40 PM	from Rafeeq McGiveron to everyone: Thanks, Mary Elle!
February 2, 2022 4:40 PM	from Rafeeq McGiveron to everyone: n

Polling Results:

Motion to approve new course HERT 160?
A.Approve 11/20 (55%)
B.Nay 0/20 (0%)
C.Abstain 0/20 (0%)
No Answer 9/20 (45%)
A B C
Eric Bennett
Mieko Philips X
Heather Bunce
Rafeeq McGiveron X
Tamara McDiarmid X
Mark Kelland X
Daniel Rafail 🛛 🛛 🖌 📋 🖊
Ami Ewald
Nancy Dietrich

Kelly Ellis
Stephanie Trapp X
Tracy Nothnagel X
Jodi Wiley X
Ian Leighton X
Laurie Kinne 🛛 🗍 🗍 🗍
Betsy Raleigh
Michael Pemberton X
Cheryl Garayta 🛛 🗍 🗍 🗍
Mary Laatsch
Jon Tenbrink X

Motion to approve new program of study Communication and Languages, GA?

A.Approve 11/22 (50%) 0/22 (0%) B.Nay C.Abstain 1/22 (5%) No Answer 10/22 (45%) ABC _____ | | |X| Eric Bennett Mieko Philips | X | Heather Bunce X Rafeeq McGiveron | X | | Tamara McDiarmid | X | | | Mark Kelland | X | | Daniel Rafail | X | | Ami Ewald | X | | Nancy Dietrich | | Kelly Ellis Stephanie Trapp Tracy Nothnagel | X | Mark Bathurst Dennis Pipper Jodi Wiley | X | | lan Leighton | X | Laurie Kinne **Betsy Raleigh** Michael Pemberton Cheryl Garayta Mary Laatsch Jon Tenbrink |X| | |

Motion to approve new program of study Communication and Languages-Enhanced, AA? A.Approve 11/20 (55%)

B.Nay 0/20 (0%) C.Abstain 0/20 (0%) No Answer 9/20 (45%)

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Eric Bennett
Mieko Philips X
Heather Bunce X
Rafeeq McGiveron X
Tamara McDiarmid
Mark Kelland X
Daniel Rafail 🛛 📋 🗍 🖉
Ami Ewald X
Nancy Dietrich
Kelly Ellis
Stephanie Trapp X
Tracy Nothnagel X
Jodi Wiley X
Ian Leighton X
Laurie Kinne 🛛 🗍 🗍 🗍
Betsy Raleigh
Michael Pemberton X
Cheryl Garayta 🛛 🖊 🖉
Mary Laatsch 🛛 📋 🗍 🖉
Jon Tenbrink X

Motion to approve new program of study Music, AM?

A.Approve 11/19 (58%) B.Nay 0/19 (0%) C.Abstain 1/19 (5%) No Answer 7/19 (37%)

АВС

Eric Bennett
Mieko Philips X
Heather Bunce X
Rafeeq McGiveron X
Tamara McDiarmid X
Mark Kelland X
Daniel Rafail X
Ami Ewald X
Nancy Dietrich
Kelly Ellis
Tracy Nothnagel X
Jodi Wiley X
Ian Leighton X
Laurie Kinne 🛛 🗍 🗍 🗍
Betsy Raleigh
Michael Pemberton X
Cheryl Garayta 🛛 🖊 🖉
Mary Laatsch 🛛 📋 🗍 🖊
Jon Tenbrink X

Motion to approve new program of study Music-Enhanced, AM? A.Approve 10/19 (53%) B.Nay 0/19 (0%) C.Abstain 1/19 (5%) No Answer 8/19 (42%)

ABC

Eric Bennett
Mieko Philips 🛛 🗛 👘 🖊
Heather Bunce X
Rafeeq McGiveron X
Tamara McDiarmid X
Mark Kelland 🛛 🛛 X 📔 🖊
Daniel Rafail 🛛 📋 🗍 🖉
Ami Ewald X
Nancy Dietrich
Kelly Ellis
Tracy Nothnagel X
Jodi Wiley X
Ian Leighton X
Laurie Kinne 🛛 🗧 🗧
Betsy Raleigh
Michael Pemberton X
Cheryl Garayta 🛛 🖊 🖉
Mary Laatsch 🛛 📋 🗍 🖉
Jon Tenbrink X

Motion to approve new program of study, Music Education/Pre-Music Therapy, AM?

A.Approve 9/17 (53%) B.Nay 0/17 (0%) C.Abstain 1/17 (6%) No Answer 7/17 (41%)

A B C

Eric Bennett Mieko Philips | X | | | Rafeeq McGiveron | X | | | Tamara McDiarmid | X | | | Mark Kelland |X| | | Daniel Rafail | X | | Ami Ewald |X| | | Nancy Dietrich | | Kelly Ellis Tracy Nothnagel | X | Ian Leighton | X | | Laurie Kinne **Betsy Raleigh** Michael Pemberton | X | | Cheryl Garayta Mary Laatsch Jon Tenbrink | | | X |

Motion to approve program of study discontinuation Music, AA (1477)?

A.Approve 8/17 (47%) B.Nay 0/17 (0%) C.Abstain 1/17 (6%) No Answer 8/17 (47%)

Α	В	С
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Eric Bennett
Mieko Philips X
Rafeeq McGiveron X
Tamara McDiarmid X
Mark Kelland X
Daniel Rafail 🛛 🛔 🖉 🗍
Ami Ewald 🛛 📋 📋 🗍
Nancy Dietrich
Kelly Ellis
Tracy Nothnagel X
Ian Leighton 🛛 🛛 🖉 🖉
Laurie Kinne 🛛 🗧 🗧
Betsy Raleigh
Michael Pemberton X
Cheryl Garayta 🛛 🖊 🖉
Mary Laatsch 🛛 📋 🗍 🖉
Jon Tenbrink X

Motion to approve CIMT Course Revisions:

- MSGE 131
- MSGE 132
- MSGE 132A
- MSGE 132B
- MSGE 137
- MSGE 139
- MSGE 139A
- MSGE 139B
- MSGE 141
- MSGE 150
- MSGE 151
- MSGE 151A
- MSGE 151B
- MSGE 151C
- MSGE 151D
- MSGE 170
- MSGE 231
- MSGE 232
- MSGE 235
- MSGE 241
- MSGE 242
- MSGE 252
- MSGE 253
- MSGE 254
- MSGE 256
- MSGE 258
- MSGE 110

A.Approve 10/17 (59%) B.Nay 0/17 (0%) C.Abstain 0/17 (0%) No Answer 7/17 (41%)

ABC

Eric Bennett
Mieko Philips X
Rafeeq McGiveron X
Tamara McDiarmid X
Mark Kelland X
Daniel Rafail X
Ami Ewald X
Nancy Dietrich
Kelly Ellis
Tracy Nothnagel X
Ian Leighton X
Laurie Kinne 🛛 🗧 🗧
Betsy Raleigh
Michael Pemberton X
Cheryl Garayta 🛛 🗍 🖉
Mary Laatsch
Jon Tenbrink X