

## AGENDA & NOTES

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

- **Committee Members Present via WebEx:** Rafeeq McGiveron, Danielle Savory, Heather Bunce, Mark Kelland, Susan Jepsen, Tamara McDiarmid, Jon Ten Brink, Stephanie Bogard-Trapp
- **Resource Members Present via WebEx:** Mary Ellen Laatsch, Kelly Ellis, Laurie Kinne
- **Scribe:** Penny Tucker

Date: July 12, 2021

Time: 2:30-4:30 PM

Room: WebEx

Agenda Item	Tentative Time	Discussion	Next Steps
Welcome to New Chair! (Jon Ten Brink or Rafeeq McGiveron)	<del>2:30-2:33</del> 2:33	Welcome Tami!!	Welcome
Approval of the July 12, 2021 Agenda  Approval of CC consent agenda (All) <b>Course Expedited Revisions Approved by Director of Assessment:</b> • <del>CHDV 101 (tentative-pending approval from Director of Assessment)</del>	<del>2:33-2:36</del> 2:35	<ul style="list-style-type: none"> <li>• Add discussion/approval of MTA Guidelines update (Rafeeq)</li> <li>• Objections: none</li> <li>• Approved with amendments: approved</li> </ul> <p>Consent agenda not needed: Director of Assessment had questions for faculty so matter was not approved.</p>	Approved with Amendments
Approval of minutes from CC meeting on May 5, 2021 (All)	<del>2:36-2:40</del> 2:35	Questions/concerns: none Approved	Approved
CIMT Course Revisions: <ul style="list-style-type: none"> <li>• DENT 148*</li> <li>• DENT 176*</li> <li>• DENT 242*</li> <li>• MASG 132B</li> <li>• MASG 139B</li> <li>• MASG 151C</li> <li>• MASG 151D</li> <li>• NURS 242*</li> <li>• FIRE 104</li> <li>• FIRE 112</li> <li>• MATH 120</li> <li>• MATH 097</li> <li>• MATH 098</li> <li>• NCCT 100</li> </ul>	<del>2:40-2:50</del> 2:35-2:41	<ul style="list-style-type: none"> <li>• *=Pending Expedited Course Proposal pending with Academic Senate review for 7/16/21.</li> <li>• *DENT 148 Change, Adding one new learning outcome, Effective for Fall 2021.</li> <li>• *DENT 176 Change, Revise a learning outcome to remove reference to old technology that is no longer the standard of care. Effective for Fall 2021.</li> <li>• *DENT 242 Change, Addition of 1 learning outcome. Effective for Fall 2021.</li> <li>• MASG 132B Change, F,Sp, Effective for Fall 2021. Change to course sequencing for evening MASG cohort that begins Sp 2022. Content heavy course, moving from Su so can teach over 16 weeks.</li> </ul>	APPROVED: MASG 132B MASG 139B MASG 151C MASG 151D FIRE 104 FIRE 112 MATH 120 MATH 097 MATH 098 NCCT 100 NCCT 200 NCCT 300 NCCT 500 NCHE 110

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<ul style="list-style-type: none"> <li>• NCCT 200</li> <li>• NCCT 300</li> <li>• NCCT 500</li> <li>• NCHE 110</li> <li>• NCHE 212</li> <li>• NCHE 213</li> <li>• NCHE 236</li> <li>• NCHE 237</li> <li>• NCHE 260</li> <li>• NCHE 270</li> </ul>		<ul style="list-style-type: none"> <li>• MASG 139B Change, F,Sp, Effective for Fall 2021. Change to course sequencing for evening MASG cohort that begins Sp 2022. Students need to take concurrently with MASG 132B.</li> <li>• MASG 151C Change, Sp,Su, Effective for Fall 2021. Change to course sequencing for evening MASG cohort that begins Sp 2022. Change made to even out credit load due to change of sequencing for MASG 132B &amp; 139B.</li> <li>• MASG 151D Change, Su, Effective for Fall 2021. Same reason as MASG 151C.</li> <li>• *NURS 242 Change, Effective for Fall 2021. Changes/rewording of outcome for clarity and changes to eval methods.</li> <li>• FIRE 104 Change, Sp, Effective for Fall 2021. Change from Fa,Sp to Spring only is due to Faculty availability and better flow of the program's course sequencing. Approval via email 5/26/21</li> <li>• FIRE 112 Change, Prerequisite Course: None, Effective for Fall 2021. Removing FIRE 104 as prereq. FIRE 112 does not build on FIRE 104. Approval via email 5/26/21; removing course requirements, but all other reqs still in place, Read 5, Write 5</li> <li>• MATH 120 Change, Prerequisite Courses: [Minimum 2.0 in (MATH 109 or 112) within 2 years] or MATH 098 concurrently or Math Level 6 as noted below. Effective Fall 2021</li> <li>• Missed adding the co-support course to the pre-req for Math 120, Approved via email</li> <li>• MATH 097 Change, Support for MATH119 or STAT170, Effective FA '21. Was Math 119 or Stat 170 Support; want consistency between the titles for Math 097 and 098</li> <li>• MATH 098 Change, Support for MATH120, Effective FA '21. Just removed the space between MATH and 120; want consistency between the titles for Math 097 and 098</li> <li>• NCCT 100 Cancel, Effective Fall 2021</li> <li>• NCCT 200 Cancel, Effective Fall 2021</li> <li>• NCCT 300 Cancel, Effective Fall 2021</li> <li>• NCCT 500 Cancel, Effective Fall 2021</li> <li>• NCHE 110 Cancel, Effective Fall 2021</li> <li>• NCHE 212 Cancel, Effective Fall 2021</li> <li>• NCHE 213 Cancel, Effective Fall 2021</li> <li>• NCHE 236 Cancel, Effective Fall 2021</li> </ul>	<p>NCHE 212 NCHE 213 NCHE 236 NCHE 237 NCHE 260 NCHE 270</p> <p>Pending approval from Expedited Revised Course Proposal from AS on 7/16/21:</p> <ul style="list-style-type: none"> <li>• DENT 148*</li> <li>• DENT 176*</li> <li>• DENT 242*</li> <li>• NURS 242*</li> </ul>

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		<ul style="list-style-type: none"> <li>• NCHE 237 Cancel, Effective Fall 2021</li> <li>• NCHE 260 Cancel, Effective Fall 2021</li> <li>• NCHE 270 Cancel, Effective Fall 2021</li> </ul> Rafeeq moves to approval of all requests Objections: none All Approved with couple exceptions.	
CC Membership Update Call for TRT Chair (Tami McDiarmid)	2:50-2:55 2:41-2:44	<ul style="list-style-type: none"> <li>• New member needed from CEWD</li> <li>• Tami will reach out to Nancy to obtain a status update</li> <li>• TRT chair needed, any volunteers!!!!</li> </ul>	<ul style="list-style-type: none"> <li>• Tami to contact CEWD to discuss new member</li> <li>• Looking for TRT Chair</li> </ul>
CC + CASL Work Group Update (Jon Ten Brink/Tami M.)	2:55-3:00 2:44-2:45	<ul style="list-style-type: none"> <li>• No update as have not met since last meeting</li> <li>• Tami will replace Jon on committee</li> </ul>	Update at next meeting
5-Star Ticket / Curriculum Committee Webpage Update: (Rafeeq McGiveron / Penny Tucker)	3:00-3:05 2:45-2:46	<ul style="list-style-type: none"> <li>• <a href="https://internal.lcc.edu/provost/senate/standing-committees/cc.aspx">https://internal.lcc.edu/provost/senate/standing-committees/cc.aspx</a></li> <li>• Request update to the Meeting &amp; Reports tab for archiving and new year header.</li> <li>• Will add dates upon completion of meeting schedule</li> </ul>	Updates completed on website
Syllabus Language (Rafeeq M/Mary Ellen L)	3:05-3:20 2:46-2:49	COVID 19 language reviewed and edited to state “current safety orders” as orders are changing more frequently. Mark moves to approval language change Objections: none Approved	Updated language approved and moved to AS for approval.
MTA Guidelines Discussion/Update (Rafeeq)	3:20-3:35 2:50-2:56	Strike #9 in LCC MTA Guidelines: <b>A course can be used to satisfy only one general education area, even though it may appear in more than one area.</b> Mary Ellen suggested revising to show no course. Revise to “A course can be used to satisfy only one general education area.” Stephanie BT motioned to accept revision Objection: none Approved with revision	LCC MTA Guidelines #9 revised to: A course can be used to satisfy only one general education area.
CC meeting date/time for 21/22 academic year (Tami M)	3:35-3:50 2:56-3:06	<ul style="list-style-type: none"> <li>• Discuss proposed day of week change; previously was Tuesday 2:30-4:30, or keep on Wednesdays from 2:30-4:30. Suggested to find a new chair then discuss day of week to meet.</li> </ul>	21/22 meetings to continue on Wednesdays 1 <sup>st</sup>

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		<ul style="list-style-type: none"> <li>Review possibility of using WebEx for meeting format or having hybrid or out at West Campus.</li> <li>Meeting schedule for 21/22 year – start following Labor Day.</li> </ul> Mark suggests if no actual reason, why change from Wednesday.  Mark moves to keep meetings on Wednesdays. Heather seconds motion Objections: none Motion passed to keep meetings on Wednesday's from 2:30-4:30 Penny will prepare schedule for 1 <sup>st</sup> and 3 <sup>rd</sup> Wednesdays of each month and forward to Chair for approval. Once approved, meeting invites will be sent to CC members.	and 3 <sup>rd</sup> of each month.  First meeting after Labor Day  Schedule will be approved by Chair and email invites sent by Penny to CC members.
Presentation created about CC for faculty/staff (Penny)	3:50-4:00 3:06-3:09	<ul style="list-style-type: none"> <li>Presentation prepared about CC, process, 5-star, what they do. Refresh what CC does-positive. Prepare for Kick-offs to present.</li> <li>Volunteers for sub group to work on? Susan J, Heather B.,</li> <li>Like to have ready for kick off</li> </ul>	Sub group created; additional 1 or 2 members appreciated.  Meeting will be schedule by Penny
Create a 5-star process for Gen Ed/MTA submissions (Penny)	4:00-4:05 3:09-3:17	Do we keep as forms or create as 5-star ticket. Go for ticket system, allowing an attached (make attachment field required) Laurie K: Is it worth the hassle of a 5Star ticket for something you get maybe one of /year? Tami: good question, but for consistency for all to have all CC documents on the 5-star ticket items.	Move forward with creating a 5-star ticket for Gen Ed, MTA, and Gen Ed-Applied process.  Penny will update at next meeting.
<b>Item for Review:</b>			
<b>New Courses:</b> • n/a	4:05 3:17		n/a
<b>Course Revisions:</b> • n/a	4:05 3:17		n/a
<b>New Programs/Pathways:</b> • n/a	4:05 3:17		n/a
<b>Program of Study Discontinuation: n/a</b>	4:05 3:17		n/a

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<b>General Ed-Applied / MTA Course Proposal</b>	4:05 3:17		n/a
<b>Agenda Items for Future Meeting:</b>  <b>Next Meeting:</b> Fall 2021 – September 15 <sup>th</sup> , 2021	4:05-4:30 3:17-3:20	none	none

Mark motions to adjourned; Rafeeq seconded  
 Meeting adjourned 3:23pm

MINUTES APPROVED AT CC MEETING ON 09/15/2021.