AGENDA & NOTES

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

- **Committee Members Present via WebEx**: Courtney Geisel, Rafeeq McGiveron, Tamara McDiarmid, Heather Bunce, Ian Leighton, Mark Kelland, Ami Ewald, Jodi Wiley, Jon Ten Brink, Mieko Phillips
- **Resource Members Present via WebEx:** Betsy Raleigh, Kelly Ellis, Zachary Foster, Stephanie Trapp
- **Guest:** Rex Peckens
- **Scribe**: Penny Tucker

Date: July 11, 2022	Time: 9:00-11:00 am	Room: WebEx

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the July 11, 2022 Agenda	~~9:00-9:05~~ 9:01	• Objections: None	Approved
Approval of minutes from CC meeting on May 4, 2022 *(All)*	~~9:05-9:10~~ 9:01-9:02	• Objections: none	Approved
Approval of CC consent agenda *(All)* ***Course Expedited Revisions Approved by Director of Assessment and CC Reviewed:*** • *n/a*	~~9:10~~ 9:02am	n/a	• n/a
CC + CASL Work Group Update (Tami M.)	~~9:10-9:15~~ 9:02	• none	Follow-up in Fall
CC & Degree Works Update (Zachary Foster)	~~9:15-9:20~~ 9:03	• Working on training videos	More to come

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5-Star Ticket / Curriculum Committee Webpage Update Membership List update: (Penny T)	~~9:20-9:25~~ 9:03	Penny will be tardy, come back if time CC webpage is update to date Added new calendar 21/22 meeting info is archived No changes to 5-star ticket information	
2022-23 CC Meeting Schedule (Penny)	~~9:25-9:30~~ 9:03-9:06	- All reviewed proposed schedule for 22/23 - Meetings are the 1st and 3rd of each month - Starting 3rd Wednesday in September due to start of semester. - Dec. 21st meeting is tentative upon requirements needed to be reviewed. - Questions/Comments: None - Any known conflict due to Fall schedules? None stated - Penny advised two email invites sent (one for 1st Wednesday and one for 3rd Wednesday) - Accept all and then advise when can't attend specific dates - No new members	Schedule is approved
MTA Guidelines & MTA Recommendation Form Updates (Rafeeq)	~~9:30-9:40~~ 9:06-9:14	- Discussion with AAOM and Provost - Direct equivalency; department areas had questions about direct transfers, some will show General Credit - Academic Affairs amended language to show this adjustment - Provost provided pre-approval but to clear through CC and Academic Senate. - Updated 3f, 4, and LCC Guidelines #4. - Mark K: universities or four-year college? - Rafeeq: at this time, top 4 4-year schools are universities - Change language on #11 also - Mark moves to approve changes, Ian seconds - Objections: None - Approved	

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Credit hours when evaluating new/revised courses – per HLC (Mark)	~~9:40-9:55~~ 9:14-9:18	Provost and Mark started discussing the Federal Compliance piece of our Reaffirmation of Accreditation occurring sometime shortly after two years from now. 1st question is Assignment of Credits. "Follow the federal definition of what a credit it". Does not answer of how to assign them. Provost asked if CC to look at credit hours for courses? CC looks at them, but does not question the credit hours. Further discussion with Provost and this Committee Will need to add to question to new/review course process and during Program Review process. This will demonstrate to HLC hat LCC is in fact questioning the assignment of credits and there by fulfilling the intent of the Board's recently reinstated policy. Tami: Will CC need to go through all courses or just put process in place? Mark stated in process. Also part of the Program Review to show all programs will be reviewed in a timely manner. More to follow in future meetings	More to follow in future meetings
Items for Review			
New Courses: • TECH 100-Safety OSHA10	~~9:55-10:15~~ 9:18-9:28	• Changes to Safety Courses • Main change from OSHA 10 to OSHA 30 • TECH 100 came about DCPN 202 changed to OSHA 30 but a component of high school courses. And HS students do not have 30 hours to dedicate to OSHA training. Asked to leave with OSHA 10. • TECH 100 was created to with OSHA 10 and incorporate into high school courses. • Previously existed, but due to changes to those courses, this course was created for OSHA 10 alignment. • Jodi: instance of HS taken course and meeting the 102 credit and how would that be handled? • Betsy: if already taken safety course, no need to take. Outcomes are the same except exam taken it will be with	TECH 100-approved

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		OSHA 10 instead of OSHA 30. Only if student wants to take 102 to get OSHA 30 training. • Tami: how will the indication be made? • Title of course will specify OSHA 10 to help clarity • Betsy: TECH 100 equivalent of TECH 102, but not reverse. This is technically for HS students. • Talk about modulating program so they may need to take 102 or just 20 hours. Depends and will have to see when program moves forward. • Mark moves to approve TECH 100, Jodi seconds • Objections: None • Approved	
Course Revisions: • n/a	~~10:15~~ 9:28	• n/a	n/a
New Programs/Pathways: • n/a	~~10:15~~ 9:28	• n/a	n/a
Program of Study Discontinuation: • n/a	~~10:15~~ 9:28	• n/a	n/a
General Ed-Applied / MTA Course Proposal • n/a	~~10:15~~ 9:28	• n/a	n/a
CIMT Course Revisions: • See email re: Aviation Course Changes for Fall 2022 (Any courses on CIMT Course Revision .pdf document that are <mark>highlighted in green</mark> are pending	~~10:15-10:20~~ 9:29-	• Just a heads up - All Aviation courses due to FAA change. FAA now no longer requiring attendance to be taken. However, not changing until Sept. 21st. Through Sept. 20th and will be held to those hours, missed attendance and hours. • Betsy is working on syllabi changes and will be putting through expedited forms. Adding outcomes, some, but not all of the courses.	

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cc course reviews and are NOT listed here.)		- Mark Bathurst that number of prescribed hours, the outcomes were already included within curriculum. - The LOs must be written in syllabi as provided by the FAA.	
Agenda Items for Future Meeting: **Next Meeting:** September 14, 2022, 2:30-4:30pm	10:20-11:00	- Pending (3) Gen Ed-MTA recommendations: RELG 210, 230, 232 - Mark thanks Betsy and Penny for their diligence to getting this to CC and AS so quickly and timely - Betsy Raleigh leaving LCC and Jackie Womble will be interim CIMT rep for Tech Careers - Possible special meeting on Sept. 7th for purposes of hearing the Aviation changes to get approved and moved forward. But if sent through Expedited Revised course proposal, then it would go through CC as review. Then if objections are received, then a meeting is required.	

Meeting adjourned 9:46 am

WebEx Chat Information:
n/a

Polling Results:
n/a