



AGENDA & NOTES

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

Support Documents Link: [CC Meeting Information 2024.03.27](#)

Recording link: <https://lccedu.webex.com/lccedu/ldr.php?RCID=d5b8c80a9f1e418d6d02dcff0143deab> (unedited)

- **Committee Members Present via WebEx:** Courtney Geisel, Tamara McDiarmid, Dan Rafail, Laurie Bishop, Rafeeq McGiveron, Heather Bunce, Tracy Nothnagel, Eric Bennett, Adam Richardson, Mark Kelland, Ian Leighton, Ami Ewald
- **Resource Members Present via WebEx:** Jackie Womble, Mary Ellen Laatsch, Karen Hicks, Kelly Ellis
- **Guest(s):** Anthony Kruckeberg
- **Scribe:** Penny Tucker

Date: March 27, 2024

Time: 2:30 – 4:30 pm

Room: WebEx

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the March 27, 2024 Agenda (Courtney)	2:30-2:35 2:31-2:32	<ul style="list-style-type: none"> • No changes • Objections: None • Approved without objection 	Approved without objection
Approval of minutes from CC meeting on March 13, 2024 (<i>All</i>)	2:35-2:40 2:32-2:33	<ul style="list-style-type: none"> • Changes: none • Objections: none • Approved without objection 	Approved without objection
Approval of CC consent agenda (<i>All</i>) Course Expedited Revisions Approved by Director of Assessment and CC Reviewed: <ul style="list-style-type: none"> • n/a 	2:40 2:33	<ul style="list-style-type: none"> • n/a 	n/a
CC + CASL Work Group Update Learning Outcomes (Mark K.)	2:40-2:50 2:33-2:43	<ul style="list-style-type: none"> • Met on March 26th • Danielle S and Heidi J presented new methods and descriptions: formative and summative, detailing what within each, and aligning within 	Will follow up with more information at a later time.

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		<ul style="list-style-type: none"> • Discussed what changes would appear when coming to Curriculum Committee. • The CC may want to discuss a way to expedite the process: through TRT, another subcommittee. • CASL/CC intention to roll out slowly, introduce to Senate on April 19th, then possibly first in Fall 2024 full review at Senate. • Director of Assessment believes it is a good plan for Assessment purposes and towards college's strategic plan • Dan: what is the purpose, where did this come from. • Mark: part of the issue CC experienced with different names for variety of Evaluations/Methods. Assist with consistency College-wide for assessment purposes. • Rafeeq: The gradebook/syllabus categories, etc. are something this cmte has been talking abt for years. • Karen H.: We are working on this in the Art and Design program now... during program review... and it will allow us to collect data as a program, which we have struggled with over time. we use assessment categories and assessment grade items very differently 	
CC & Degree Works Update (Zachary Foster)	2:50 2:43	<ul style="list-style-type: none"> • n/a 	n/a
5-Star Ticket / Curriculum Committee Webpage Update Minutes on webpage (Penny T)	2:50-2:55 2:43-2:45	<ul style="list-style-type: none"> • Guidebook, and LMS video - Updates Pending • No updates yet on LMS Video • Guidebook almost completed • Meeting minutes and Report to Senate are updated on the CC webpage. • Annual worksheet review with CIMT Reps. and Academic Coordinators on June 18th, 2024 	Follow up with information at next meeting
Member Update (Courtney)	2:55-3:05 2:45-2:46	<ul style="list-style-type: none"> • HHS still pending; no volunteers yet • Waiting for AS election results 	HHS member still needed

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Summer Curriculum Committee Meeting (Courtney)	3:05-3:20 2:46-2:47	<ul style="list-style-type: none"> • Academic Senate summer meeting – July 19th • Proposed date for CC summer meeting – July 15th in the morning • Time: 9-11 am • Objections: none • Approved without objection 	<p>Summer meeting scheduled for July 15th from 9-11 am.</p> <p>Meeting invite to follow through email</p>
Program of Study Award Type process (Mary Ellen L.)	3:20-3:40 2:47-3:03	<ul style="list-style-type: none"> • Prepare a process for programs that change the award type; nothing within the curriculum or courses are changed • Keeping • Example: Theatre AAA to Theatre AFA • Are these needed: Market Analysis, Provost Cabinet, Director of Assessment, • TRT? • Karen: does it change the CIP/SOC? • Mary Ellen: in Theatre, yes removing dance; most no • Karen: employment outcome? Not normally • Any triggers for CDS: Maybe Wyl McCully; Assessment-probably not. • Inquire with Wyl McCully to get his input to make sure of no adverse issue • Case by case basis to have Wyl McCully review • Provost • Mary Ellen is meeting with Sally on Friday and will discuss and return to committee. 	Mary Ellen L. will further discuss with Provost and return to next meeting with update
Items for Review			
New Courses: • n/a	3:40 3:03	• n/a	n/a
Course Revisions: • n/a	3:40 3:03	• n/a	n/a

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<p>Expedited Revisions:</p> <ul style="list-style-type: none"> n/a 	<p>3:40 3:03</p>	<ul style="list-style-type: none"> n/a 	<p>n/a</p>
<p>New Programs of Study:</p> <ul style="list-style-type: none"> Transportation Technologies (GA) 	<p>3:15 3:03-3:07</p>	<ul style="list-style-type: none"> Rafeeq motions to postpone until next meeting when the Director of Academic Quality can be present, Tamara seconds Discussion: none Objections: none Approved to postpone to next meeting. 	<p>Approved to postpone to next meeting</p>
<p>Program of Study Discontinuation:</p> <ul style="list-style-type: none"> n/a 	<p>3:40-4:05 3:07</p>	<ul style="list-style-type: none"> n/a 	<p>n/a</p>
<p>Program of Study Title Changes:</p> <ul style="list-style-type: none"> n/a 	<p>4:05 3:07</p>	<p>n/a</p>	<p>n/a</p>
<p>General Ed-Applied / MTA Course Proposal</p> <ul style="list-style-type: none"> n/a 	<p>4:05 3:07</p>	<ul style="list-style-type: none"> n/a 	<p>n/a</p>
<p>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.)</p> <ul style="list-style-type: none"> ARTS 251 PHYS 221 DMAC 132 DMAC 234 PHOT 113 PHOT 120 	<p>4:05-4:25 3:07-3:12</p>	<p>ARTS 251 (Graphic Design Communication)</p> <ul style="list-style-type: none"> Change Prerequisite Courses: Minimum 2.5 in ARTS 164 and ARTS 175. Placement Scores: Reading Level 5 and Writing Level 6. Pre-req change added 3/20/24. Course not required so no reason to have as a pre-req. <p>PHYS 221</p> <ul style="list-style-type: none"> Change: Prerequisite Course: Minimum 2.5 in MATH 120 or minimum 2.0 in (MATH 126 or MATH 141) or concurrently or Math Level 9 noted below. 	<p>Approved:</p> <ul style="list-style-type: none"> ARTS 251 PHYS 221 DMAC 132 DMAC 234 PHOT 113 PHOT 120 HUSE 105 HUSE 242

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<ul style="list-style-type: none"> • HUSE 105 • HUSE 242 		<ul style="list-style-type: none"> • Placement Scores: Reading Level 5 and Writing Level 6 and Math Level 9. • When the program made this change - "Minimum 2.5 in Math 120 or.." during Fall '22 (to be effective for FA '23), they thought Math 120 was "replacing" Math 122, which was going to be offered for the last time during SP '22 (Math 122 was last offered SP '22 and cancelled effective FA '23). Math 120 did NOT "replace" Math 122, rather Math 126 did. (Rafeeq, Mike P. and Eric B. will understand.) <p>DMAC 132</p> <ul style="list-style-type: none"> • Change • Prerequisite Courses: Minimum 2.0 in (DMAC 120 and DMAC 130). • Placement Scores: Reading Level 5 and Writing Level 6. • Program making significant changes <p>DMAC 234</p> <ul style="list-style-type: none"> • Change • Prerequisite Courses: Minimum 2.0 in (DMAC 120, DMAC 130 and DMAC 140). • Placement Scores: Reading Level 5 and Writing Level 6. • Program making significant changes <p>PHOT 113</p> <ul style="list-style-type: none"> • Change • Prerequisite Course: Minimum 2.0 in PHOT 111 120 or concurrently. • Placement Scores: Reading Level 3 and Writing Level 2 and Math Level 3. • Offered Fall Spring • PHOT 111 discontinued <p>PHOT 120</p> <ul style="list-style-type: none"> • Change 	

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		<ul style="list-style-type: none"> • Prerequisite Course: Minimum 2.0 in ARTS 102 or concurrently. • Placement Scores: Reading Level 5 and Writing Level 6. • Offered Fall Spring <p>HUSE 105</p> <ul style="list-style-type: none"> • Change • F,Sp • Reducing the semesters offered for enrollment management purposes. <p>HUSE 242</p> <ul style="list-style-type: none"> • Change • F,Sp • Reducing the semesters offered for enrollment management purposes. <p>Tracy moves to approve CIMT revisions, Heather seconds Objections: none Approved without objections</p>	
<p>Agenda Items for Future Meeting:</p> <p>Next Meeting: April 10, 2024, 2:30pm</p> <p>Any questions or future meeting items, please email LCC-CC-CC_Chair@star.lcc.edu</p>	<p>4:25-4:30 3:12-3:15</p>	<p>Possible cancelation of May 8th meeting due to PD day and division meetings – will receive confirmation by next meeting.</p> <p>Follow-Up: Expectation under HLC guidelines of monitoring content changes in courses/programs (Mark K.) – Postponed until 09/2024.</p>	<p>May 8th meeting may be canceled; pending confirmation</p>

Meeting adjourned at 3:15 pm

WebEx Chat Information:

March 27, 2024 2:40 PM from Rafeeq McGiveron to everyone: The gradebook/syllabus categories, etc. are something this cmte has been talking abt for years.

March 27, 2024 2:41 PM from Laura Bishop to everyone: We are working on this in the Art and Design program now... during program review... and it will allow us to collect data as a program, which we have struggled with over time.

March 27, 2024 2:41 PM from Karen Hicks to everyone: program review is program level. What we're discussing here is course level, if that helps with the scope

March 27, 2024 2:42 PM from Laura Bishop to everyone: Yes to that Karen -- thank you.

March 27, 2024 2:43 PM from Karen Hicks to everyone: we use assessment categories and assessment grade items very differently

March 27, 2024 2:44 PM from Penny Tucker to everyone: It does still offer each faculty member flexibility in their assessments

March 27, 2024 2:48 PM from Penny Tucker to everyone: https://lansingcc-my.sharepoint.com/:f:/g/personal/tuckerp3_star_lcc_edu/Eu0X1kF2a0V0todDrQzA7V4B0gGgInlZm6_4DmEXsy2WlQ?e=xAuBlf

March 27, 2024 3:05 PM from Anthony Kruckeberg to everyone: ill be avail in one sec

March 27, 2024 3:06 PM from Anthony Kruckeberg to everyone: back on, had to take a call

March 27, 2024 3:13 PM from Adam Richardson to everyone: I believe we have meetings.

Polling Results:

n/a