



## Minutes

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

**Support Documents Link:** [CC Meeting Information 2024.12.04](#)

**Recording link:** <https://lccedu.webex.com/lccedu/jdr.php?RCID=112045f2269f3f901be4d68d08296edb>

- **Committee Members Present via WebEx:** Courtney Geisel, Rafeeq McGiveron, Adam Richardson, Heather Bunce, Ian Leighton, Laura Bishop, Mark Kelland, Matthew Boeve, Tracy Nothnagel, Ami Ewald, Dan Rafail, Lori Conn, Michael Pemberton
- **Resource Members Present via WebEx:** Ann Selleck, Ashleigh Taylor, Cheryl Garayta, Jackie Womble, Jaime Grant, Kelly Ellis, Mary Ellen Laatsch, Page Smith, Shannon Dunivon, Nicole Olszowy, Laurie Kinne
- **Guest(s):** Anthony Kruckeberg, Eliza Lee, Melinda Hernandez, Peter Deluca, Zachary Macomber
- **Scribe:** Penny Tucker

**Date:** December 4, 2024

**Time:** 2:10-4:10 pm

**Room:** WebEx

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the December 4, 2024 Agenda (Courtney)	<del>2:10-2:15</del> 2:11-2:14	Amendments: <ul style="list-style-type: none"> <li>• Added an Expedited Program of Study Title Change request from Laurie K via email 12/3/24 per Mary Ellen L.</li> <li>• Revised course proposals ENGL 208-Children’s Literature, ENGL 255-American Lit to 1865, and ENGL 266-Brit Lit to 1800 will be reviewed following approval of Minutes due to a schedule conflict.</li> <li>• New course CHSE 133: review postponed to January 2025 due to further review with program lead from Director of Assessment.</li> </ul> Other amendments: none Objections: none Approved with amendments without objection	Approved with amendments without objection
Approval of minutes from CC meeting on November 20, 2024 (All)	<del>2:15-2:20</del> 2:14-2:15	<ul style="list-style-type: none"> <li>• Any changes: none</li> <li>• Objections: none</li> <li>• Approved without objections</li> </ul>	Approved without objection

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of CC consent agenda ( <i>All</i> ) <b>Course Expedited Revisions Approved by Director of Assessment and CC Reviewed:</b> <ul style="list-style-type: none"> <li>SURG 108-Surgical Pharmacology</li> </ul>	<del>2:20-2:25</del> 2:53-2:55	<ul style="list-style-type: none"> <li>Objections to Consent Agenda: none</li> <li>Approved without objection</li> </ul>	Approved without objection: <ul style="list-style-type: none"> <li>SURG 108-Surgical Pharmacology</li> </ul>
CC + CASL Work Group Update Learning Outcomes (Mark K.)	<del>2:25-2:30</del> 2:55-2:58	<ul style="list-style-type: none"> <li>Mark learning how to put rubrics in D2L to course development</li> <li>Meeting with eLearning</li> <li>More to come</li> </ul>	Follow-up at next meeting
5-Star Ticket / Curriculum Committee Webpage Update	<del>2:30-2:35</del> 2:58-2:59	<ul style="list-style-type: none"> <li>Minutes and Reports are updated on webpage</li> <li>Worksheets have been updated and sent to CIMT reps and Academic Coordinators</li> </ul>	Follow-up at next meeting
<b>Items for Review</b>			
<b>New Courses-POSTPONED:</b> <ul style="list-style-type: none"> <li>CHSE 133-Med Bill/Code Cert Exam Prep</li> </ul>	<del>2:40-2:50</del> 2:59	Due to an inquiry by the Director of Assessment, this is being postponed until January meeting for discussion with the program lead.	Postponed until January 2025: <ul style="list-style-type: none"> <li>CHSE 133-Med Bill/Code Cert Exam Prep</li> </ul>
<b>Course Revisions:</b> 2 <sup>nd</sup> Review <ul style="list-style-type: none"> <li>MATH 119 - Math-Applications for Living</li> <li>STAT 170 - Introduction to Statistics</li> </ul> 1 <sup>st</sup> Review <ul style="list-style-type: none"> <li>ARTS 183-Design History</li> <li>AUTM 286-High Voltage Battery Tech</li> <li>AUTM 288-High Voltage Management</li> </ul>	<del>2:50-3:15</del> 2:59-3:47	MATH 119: <ul style="list-style-type: none"> <li>Increase Placement Score from 2.5 to 3.0 and evaluation methods</li> <li>Reports were sent to Rafeeq and Mark who had inquiry for data requests.</li> <li>Eliza Lee discusses the importance for students for success rates</li> <li>Nicole O shares the data reports provided</li> <li>Mark moves to approve, Laurie B seconds</li> <li>Discussion: Additional data reports reviewed</li> <li>Objection: yes</li> <li>Vote: 1 objection</li> <li>Approved</li> </ul> STAT 170 <ul style="list-style-type: none"> <li>Mark moves to approved, Tracy N seconds</li> </ul>	Approved: <ul style="list-style-type: none"> <li>MATH 119 - Math-Applications for Living</li> <li>STAT 170 - Introduction to Statistics</li> </ul> Approved without objection: <ul style="list-style-type: none"> <li>ARTS 183-Design History</li> <li>AUTM 286-High Voltage Battery Tech</li> </ul>

Agenda Item	Tentative Time	Discussion	Next Steps
		<ul style="list-style-type: none"> <li>• Discussion: none</li> <li>• Objection: 1 objection</li> <li>• Vote: 1 objection</li> <li>• Approved</li> </ul> <p>ARTS 183:</p> <ul style="list-style-type: none"> <li>• Course description and SLO updates</li> <li>• Change SLO B discover to examine</li> <li>• Mark moves to approve, Rafeeq seconds</li> <li>• Discussion: none</li> <li>• Objection: none</li> <li>• Approved without objection</li> </ul> <p>AUTM 286:</p> <ul style="list-style-type: none"> <li>• Updated title change from High Voltage Battery Tech to xEV Energy &amp; Support Systems, coursed description, SLOs update, prerequisites, evaluation methods.</li> <li>• Changes linked to a grant per Jackie W.</li> <li>• Matt B moves to approve, Laurie B seconds</li> <li>• Discussion: none</li> <li>• Objection: none</li> <li>• Approved without objection</li> </ul> <p>AUTM 288:</p> <ul style="list-style-type: none"> <li>• Updated title change from High Voltage Management to xEV Propulsion &amp; Drive Systems, coursed description, SLOs update, evaluation methods.</li> <li>• Changes linked to a grant per Jackie W.</li> <li>• Matt B moves to approve, Tracy N seconds</li> <li>• Discussion: none</li> <li>• Objections: none</li> <li>• Approved without objection</li> </ul>	<ul style="list-style-type: none"> <li>• AUTM 288-High Voltage Management</li> </ul>
<b>Expedited Revisions:</b> 3 <sup>rd</sup> Review	<del>3:15-3:30</del> 2:15-2:53	ENGL 208:	Approved to Postpone:

Agenda Item	Tentative Time	Discussion	Next Steps
<ul style="list-style-type: none"> <li>ECON 120-Power, Authority and Exchange</li> </ul> <p>1st Review</p> <ul style="list-style-type: none"> <li>ENGL 208-Children’s Literature</li> <li>ENGL 255-American Lit to 1865</li> <li>ENGL 266-Brit Lit to 1800</li> </ul>	<p>3:47-3:52</p>	<ul style="list-style-type: none"> <li>Melinda H inquired about SLO B and G about America culture and multiculturalism</li> <li>Adam Richardson: If there were discussions among other instructors as a group to work this out, I think we have to be cautious regarding any potential changes here. Building consensus among faculty is important</li> <li>Mark moves to postpone ENGL 208 asking for clarification of American culture, Laurie B seconds.</li> <li>Discussion: none</li> <li>Objection: none</li> <li>Approved to postponed</li> </ul> <p>ENGL 255:</p> <ul style="list-style-type: none"> <li>Melinda H. has concerns of SLO A and C such as colonial literatures and marginalized voices</li> <li>Melinda did discuss during English dept. meeting</li> <li>Mark moves to postpone to clarify the information posted, Matt B. seconds.</li> <li>Discussion: none</li> <li>Objection:</li> <li>Approved to postpone</li> </ul> <p>ENGL 266:</p> <ul style="list-style-type: none"> <li>Inquiry about SLO A and D</li> <li>In SLO D, Mark suggests to remove the specific evaluation methods</li> <li>Mark moves to postpone to clean up the SLOs, Heather B seconds</li> <li>Discussion: none</li> <li>Objections: none</li> <li>Approved without objection to postponed.</li> </ul> <p>ECON 120:</p> <ul style="list-style-type: none"> <li>Updated conversation with Karen H.</li> </ul>	<ul style="list-style-type: none"> <li>ENGL 208-Children’s Literature</li> <li>ENGL 255-American Lit to 1865</li> <li>ENGL 266-Brit Lit to 1800</li> </ul> <p>Approved with amendment without objection:</p> <ul style="list-style-type: none"> <li>ECON 120-Power, Authority and Exchange</li> </ul>

Agenda Item	Tentative Time	Discussion	Next Steps
		<ul style="list-style-type: none"> <li>• Zack updated and condensed the Evaluation Methods</li> <li>• Mark moves to approve changes, Rafeeq seconds</li> <li>• Discussion: none</li> <li>• Objections: none</li> <li>• Approved amendment without objection</li> </ul> <p>Four other expedited course proposals</p>	
<p><b>New Programs of Study</b></p> <p>2<sup>nd</sup> Review</p> <ul style="list-style-type: none"> <li>• Building and Construction Trades, GA</li> <li>• Electrical and Manufacturing, GA</li> </ul> <p>1<sup>st</sup> Review</p> <ul style="list-style-type: none"> <li>• Computer Technology and Networking GA</li> </ul>	<p><del>3:30-3:45</del> 3:52-4:29</p>	<p>Building and Construction Trades, GA</p> <ul style="list-style-type: none"> <li>• The purpose of the degree is to provide an opportunity for students to explore and build knowledge of and practical experience in skills related to a variety of careers within fields related to building and construction, including architecture, civil technology, and heating/air conditioning.</li> <li>• Heather B moves to approve new program of study, Tracy seconds</li> <li>• Discussion: Eric, voting on any GA that comes through for approval as he feels it's a bad idea.</li> <li>• Objection: yes</li> <li>• Vote: 1 objection</li> <li>• Approved</li> </ul> <p>Electrical and manufacturing, GA</p> <ul style="list-style-type: none"> <li>• The purpose of the degree is to provide an opportunity for students to explore and build knowledge of and practical experience in skills related to a variety of careers within fields related to Electrical and Manufacturing areas including Computer Aided Design, Electrical Technology, Electrical Utility/Lineworker, Industrial Engineering Manufacturing Technology, Manufacturing Engineering Technology, Mechatronics – Skilled Maintenance Technology, and Welding.</li> </ul>	<p>Approved:</p> <ul style="list-style-type: none"> <li>• Building and Construction Trades, GA</li> <li>• Electrical and Manufacturing, GA</li> <li>• Computer Technology and Networking GA</li> </ul>

Agenda Item	Tentative Time	Discussion	Next Steps
		<ul style="list-style-type: none"> <li>• Updated billing hours from 61 to 62 to match Pathway</li> <li>• Rafeeq moves to approve, Laurie B seconds</li> <li>• Discussion: none</li> <li>• Objection: yes</li> <li>• Vote: 1 objection</li> <li>• Approved</li> <li>• Computer Technology and Networking GA</li> <li>• The purpose of the degree is to provide an opportunity for students to explore and build knowledge of and practical experience in skills related to a variety of careers within the field of Computer Networking and Technology including Cloud Computing, Computer Networking Technology, Computer Programmer Analyst, Computer Support Specialist, Computer Support Technician, Cybersecurity, E-Business, and Geospatial Technician.</li> <li>• Rafeeq moves to approve, Laurie B seconds</li> <li>• Discussion: none</li> <li>• Objection: yes</li> <li>• Vote: 1 objection</li> <li>• Approved</li> </ul>	
<b>Program of Study Discontinuation:</b> <ul style="list-style-type: none"> <li>• Geospatial Science CC (1820)</li> </ul>	3:45-3:50 4:29-4:39	Rafeeq moves to approve, Laurie B seconds Discussion: none Objection: None Approved without objection	Approved without objection: <ul style="list-style-type: none"> <li>• Geospatial Science CC (1820)</li> </ul>
<b>Expedited Program of Study Title Changes:</b> <ul style="list-style-type: none"> <li>• Business Transfer Studies AA</li> </ul>	3:50 4:39-4:40	Business Transfer Studies AA <ul style="list-style-type: none"> <li>• Change title to Interdisciplinary Business Studies AA</li> <li>• Per request of Laurie K through Mary Ellen L.</li> <li>• Program would like to align title with current curriculum</li> </ul>	Approved to Postpone: <ul style="list-style-type: none"> <li>• Business Transfer Studies AA to Interdisciplinary Business Studies AA</li> </ul>

Agenda Item	Tentative Time	Discussion	Next Steps
		<ul style="list-style-type: none"> <li>Rafeeq moves to postpone to discuss during Academic Affairs group, Matt B seconds</li> <li>Objection: none</li> <li>Approved to postpone</li> </ul>	
<b>General Ed-Applied / MTA Course Proposal:</b> <ul style="list-style-type: none"> <li>n/a</li> </ul>	3:50 4:40	n/a	n/a
<b>CIMT Course Revisions:</b> (Any courses on CIMT Course Revision .pdf document that are highlighted in blue are pending cc course reviews and are NOT listed here.) 2 <sup>nd</sup> review:- <ul style="list-style-type: none"> <li>MATH 095</li> </ul> 1 <sup>st</sup> Review <ul style="list-style-type: none"> <li>CHSE 144</li> <li>HUSE 110</li> <li>GERO-164 Med &amp; Alcohol Use/Older Adults</li> <li>GERO-169 Legal Rights of Older Adults</li> <li>ELTE 186</li> </ul>	3:50-4:00 4:40-4:45	MATH 095 <ul style="list-style-type: none"> <li>Change</li> <li>Prerequisite Course: Minimum 2.0 in (MATH 105 or MATH 106) or a Math Placement Score indicated below.</li> <li>Placement Score: Reading Level 5 and [(BSM1/CPT Arithmetic 85-120 or BSM2/CPT Algebra 40-76 or ACM1/Accuplacer Arithmetic 250-300 or ACM2/QRAS 225-259) or (HS GPA 2.5-2.99 within 10 years)].</li> </ul> CHSE 144 <ul style="list-style-type: none"> <li>Change</li> <li>2 (was 4)</li> <li>2 (was 4)</li> <li>0/0/100 (was 32/0/125)</li> <li>Exp. Revised course proposal submitted 11/13/24; removing lecture content, including job readiness skills, from the course, and reducing clinical hours to meet the American Society for Clinical Pathology (ASCP) requirements. This content is available to all LCC students for free at the Career Employment Services Center, and many students have been exposed to this content as part of their K-12 curriculum. Additional change to Oth contact hrs made 11/26/24.</li> </ul> HUSE 110	Approved without objection: <ul style="list-style-type: none"> <li>MATH 095</li> <li>CHSE 144</li> <li>HUSE 110</li> <li>GERO-164 Med &amp; Alcohol Use/Older Adults</li> <li>GERO-169 Legal Rights of Older Adults</li> <li>ELTE 186</li> </ul>

Agenda Item	Tentative Time	Discussion	Next Steps
		<ul style="list-style-type: none"> <li>• Change</li> <li>• <del>Recommended: Minimum 2.5 in HUSE 105</del></li> <li>• Removing recommendation.</li> </ul> <p>GERO 164-Med &amp; Alcohol Use/Older Adults</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• Course no longer being offered. Last offered Spring 2018, only offered 3 times between Fall 2008 and Spring 2018.</li> </ul> <p>GERO 169-Legal Rights of Older Adults</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• Course no longer being offered. Last offered Fall 2015, only offered 3 times between Fall 2009 and Fall 2015.</li> </ul> <p>ELTE 186</p> <ul style="list-style-type: none"> <li>• Cancel</li> <li>• Course has not been run in 5 years</li> </ul> <p>Laurie B moves to approve the CIMT Course Revisions, Ian seconds</p> <p>Discussion: none  Objection: none  Approved without objection</p>	
Meeting on 12/18/2024 Engagement / Meeting Etiquette (Courtney)	4:00-4:05 4:45-4:47	Meeting on 12/18/24: <ul style="list-style-type: none"> <li>• Due to minimal number of pending proposals, committee agreed if a full committee approval is needed, will be completed via email.</li> <li>• 12/18/24 meeting will be canceled</li> </ul> Engagement / Meeting Etiquette <ul style="list-style-type: none"> <li>• Postponed to January meeting</li> </ul>	12/18/24 meeting canceled; any pending proposals needing approval will be completed via email  Engagement/Meeting Etiquette: Postponed to January meeting
<b>Agenda Items for Future Meeting:</b>  <b>Next Meeting:</b>	4:05-4:10 4:47	<ul style="list-style-type: none"> <li>• Call for interested members for Curriculum Committee Chair beginning Fall 2026</li> </ul>	Call for interested members for Curriculum Committee



Agenda Item	Tentative Time	Discussion	Next Steps
December 4, 2024 – 2:10-4:10 pm  Any questions or future meeting items, please email <a href="mailto:LCC-CC-CC_Chair@star.lcc.edu">LCC-CC-CC_Chair@star.lcc.edu</a>			Chair beginning Fall 2026

Meeting adjourned at 4:47 pm

WebEx Chat Information:

- Rafeeq McGiveron 12/4/2024 3:08 PM • I just resent my mail w/ all 3 Excels, but I'm having har dtimre attaching the pic here...
- Adam Richardson 12/4/2024 3:11 PM • So, in that display, we group all students with 3.0 and greater (3.0, 3.5, 4.0), whereas the other groups are broken down into smaller categories.
- Rafeeq McGiveron 12/4/2024 3:13 PM • When we look apples-to-apples, we're looking at only 6-8% different, which is not large.
- Melinda Hernandez 12/4/2024 3:16 PM • Just out of curiosity, what does this change mean demographically?
- Eliza Lee 12/4/2024 3:16 PM • Nothing. The same number of students will be in Math 119.
- Mark Kelland 12/4/2024 3:17 PM • Mel - I don't think it was disaggregated.
- Adam Richardson 12/4/2024 3:17 PM • One possible consideration here, too, is sample size within each of the categories.
- Mark Kelland 12/4/2024 3:17 PM • ^
- Laura Bishop 12/4/2024 3:18 PM • I see it too, Eliza. Ive had several students need to take 119 over and over...
- Adam Richardson 12/4/2024 3:21 PM • I suspect these changes will impact tech careers student significantly. I'm uncertain whether this will, in the long run, help them or hurt them (potential success vs potential costs).
- Mark Kelland 12/4/2024 3:25 PM • They simply forget the material.
- Rafeeq McGiveron 12/4/2024 3:26 PM • Yeah, for sure HSGPA isn't best for math. TN used to use HSGPA even for R/w only if Alg II was successful...but we didn't go that way, kinda unfortunately.
- Shannon Dunivon 12/4/2024 3:26 PM • For Reconnect, you need to have a high school diploma, GED, or certificate of completion. Where is the 2.5 requirement? Students need to maintain a 2.0 for Satisfactory Academic Progress
- Just want to make sure I'm not missing anything with 2.5?
- Rafeeq McGiveron 12/4/2024 3:28 PM • SAhannon, this is for getting into the course--their HSGPA needed.
- Shannon Dunivon 12/4/2024 3:28 PM • I misunderstood, I thought it was stated that a student needed a high school GPA of 2.5 to get Reconnect
- Rafeeq McGiveron 12/4/2024 3:28 PM • It isn't tjheir LC GPA> Ahhhh. Nope. we're cool.
- Adam Richardson 12/4/2024 3:32 PM • For easy access to Blume's verbs: <https://tips.uark.edu/blooms-taxonomy-verb-chart/#gsc.tab=0>

- Adam Richardson 12/4/2024 3:32 PM • [^^^ for brainstorming 😊 ]
- Laura Bishop 12/4/2024 3:41 PM • Thanks Adam!
- Laurie Kinne 12/4/2024 3:49 PM • Zach, if there are other papers, what category would they go in?
- Adam Richardson 12/4/2024 3:50 PM • Nice job, Econ 😊
- Laurie Kinne 12/4/2024 3:51 PM • I will need to revise those, Penny. Please, yes.
- Mark Kelland 12/4/2024 3:56 PM • I have to go to a 4pm meeting - a little problem with this meeting being scheduled until 4:10pm.
- Nicole Olszowy 12/4/2024 3:57 PM • I agree!
- Adam Richardson 12/4/2024 4:01 PM • I appreciate your insights, Eric! You are in a unique place to see some of the other impacts 😊
- Ann Selleck 12/4/2024 4:01 PM • Yes it is becoming more complicated.
- Rafeeq McGiveron 12/4/2024 4:02 PM • Sounds like you want to get 'em straight to their major-major rather than GA-Career Community. Agreed...but I see these as last-chance cash-out kinda like Gen Assoc 0863.
- Matthew Boeve 12/4/2024 4:03 PM • At one point, I was told that the ideal was never to have students finish these, but to start them in these and then have them move to a more specific degree
- Laura Bishop 12/4/2024 4:04 PM • yes that is the message I received as well, Matt — but I totally see Eric's point too
- Rafeeq McGiveron 12/4/2024 4:04 PM • Yes, but they HAVE to be finish-able, or else they're an FA scam, right? But for most people, indeed they will work on for a while, then narrow and re-declare to their major-major. But they have to be awardable as well.
- Laura Bishop 12/4/2024 4:06 PM • I see it as 1.) an opportunity for students to explore without funding worry — and 2.) a chance for me to sell students on my specific program and get them moved over.
- Adam Richardson 12/4/2024 4:09 PM • Nice catch!
- Rafeeq McGiveron 12/4/2024 4:10 PM • YES! The dream is working . . . due to teamworking. Good job, advisors.
- Adam Richardson 12/4/2024 4:17 PM • Yes
- Matthew Boeve 12/4/2024 4:17 PM • I'm good for a bit
- Adam Richardson 12/4/2024 4:19 PM • You're paying for great professors 😊 (\$1.2 MILLIONNNNN dollar annual tuition).
- Adam Richardson 12/4/2024 4:28 PM • Penny, you deserve a raise for your awesomeness 😊 Always so patient with all of the updates.
- You 12/4/2024 4:29 PM • Thank you!
- Rafeeq McGiveron 12/4/2024 4:29 PM • Agreed--much bigger raise than anything our contract reorg would have done. She is the best!
- Adam Richardson 12/4/2024 4:30 PM • There are many reasons 😊 I worked on this. It should be detailed within the doc 😊
- You 12/4/2024 4:32 PM • Laura LOVE YOUR FUR BABY!
- Laura Bishop 12/4/2024 4:33 PM • thanks — she is my 10 month old dog-horse 😊 Freyja...

- Adam Richardson 12/4/2024 4:36 PM • Jackie?! We said we'd never speak of the Computer Networking renaming fiasco again 😂
- Rafeeq McGiveron 12/4/2024 4:37 PM • I had to speak of it twice, Adam...in writing, at least once on letterhead. And yep, 'twas a true drag.
- Jackie Womble 12/4/2024 4:38 PM • Sorry Adam!
- Adam Richardson 12/4/2024 4:38 PM • Rafeeq, we owe you some Bigby gift cards 😊
- Nicole Olszowy 12/4/2024 4:43 PM • Thank you, CC!
- Rafeeq McGiveron 12/4/2024 4:43 PM • I will still be on the road during mtg 18th, so lucky you guys.
- Courtney Geisel 12/4/2024 4:44 PM • i'm free
- Ian Leighton 12/4/2024 4:44 PM • I will be here on the 18th.
- Adam Richardson 12/4/2024 4:44 PM • Unknown... maybe 😊
- Matthew Boeve 12/4/2024 4:44 PM • I will be here, but it is peak time before the holidays in advising
- Ami Ewald 12/4/2024 4:44 PM • I will be off, but if needed I could login for a meeting.
- Ian Leighton 12/4/2024 4:45 PM • I need to take off in a minute and get ready for class.
- Lori Conn 12/4/2024 4:46 PM • I may be available . I am planning to go out of town on the 18th but may need to vary travel plans based on weather.
- Adam Richardson 12/4/2024 4:47 PM • Have a great week, everyone!

Polling Results:

n/a