

Curriculum Committee Minutes



Meeting Date		Meeting Time & Location	
April 5, 2010		2:30pm – Building 27, Room 120	
Chair	Co-Chair	Recording Secretary	
Dr. Barbara Peterson, Instructor, Human Services Program	Dr. Dave Howard, Counselor, Counseling/Advising	Jamie Palermo Administrative Assistant	
Member's Present			
Barbara Peterson, Chair Dave Howard, Co-Chair, Counseling Mike Mixdorf, Health, Justice and Human Services Susan Schneider, Business Robert Hijiya, Humanities Greg Ferencko, Math Ruth Ann Mikels for Rebecca Sliger, Science		Bernie Comeau, Social/Behavioral Sciences Charlene Gore, Professional Technical Rachel Goon, Library Rosalie Robinson, ABE Colleen Spezia, ad hoc Steve Ashpole, ad hoc Kim Rzeszewicz, ad hoc	
Guests Present			
Mike Flodin			
Agenda Items			
<p>1. Approval of minutes – March 1, 2010. Motion was made by Rachel Goon to approve the March minutes, and were seconded by Rosalie Robinson. <u>Motion unanimously carried</u></p> <p>2. Approval of agenda – The agenda was approved with the addition of Curriculum Management System.</p> <p>3. Previously TABLED Courses or Courses requiring corrections</p> <p>PSYC&-100 General Psychology The committee had tabled this course last month due to lack of participation from the department to answer questions raised. The questions revolved around course objectives four and five not being measurable with the new accreditation standards. <u>Motion unanimously carried to approve this PSYC& course.</u></p> <p>BIOL-125 Biology in the Field Some corrections, requested from the committee, have been made to this course since the posting of last month's minutes. The Quarterly Credits and Hours have not changed and will need to be re-visited by the committee for approval. <u>Motion unanimously carried to approve this BIOL course</u></p> <p>4. DELETED Courses</p> <p>HIM-250 HIM-252 OHORT-100</p> <p>Motion was made by Rachel Goon to approve the deletion of these courses, and was seconded by Dave Howard. <u>Motion unanimously carried</u></p>			

5. UPDATED Courses

[ACCT&-201](#) Principles of Accounting I (Prerequisite)

Motion was made by Mike Mixdorf to approve this ACCT course, and was seconded by Rosalie Robinson. After discussing this update, there were questions regarding the “C” grade listed in the updated prerequisite. A “C-” allows math students to move forward from one math course to another, as well as science students, and it wasn’t clear if this grade was supposed to follow that process or if it was just an oversight. The committee recommends this grade be a “C-”. Since there was no participation from this department regarding this change, a motion was made by Dave Howard to **TABLE** this ACCT course, and was seconded by Rachel Goon. **Motion unanimously carried to TABLE**

[CU-103](#) Excel I (Credit Hour)

[CU-105](#) Word I, Excel I (Title, Description)

Motion was made by Rachel Goon to approve these updated CU courses, and was seconded by Dave Howard. **Motion unanimously carried.**

[ECON&-201](#) Micro Economics (Prerequisite)

[ECON&-202](#) Macro Economics (Prerequisite)

A motion for approval for these courses was not made. Due to no participation from this department and the committee having the same questions they had for ACCT&-201, it was necessary to table these courses. Motion was made by Rachel Goon to **TABLE** these ECON courses, and was seconded by Robert Hijiya. **Motion unanimously carried to TABLE these courses.**

[EXPLR-296](#) Capstone Experience (Prerequisite)

Motion was made by Rachel Goon to approve this updated EXPLR course, and was seconded by Rosalie Robinson. **Motion unanimously carried.**

[HIM-110](#) Health Care Delivery Systems (Prerequisite)

[HIM-125](#) Health Data Structure, Content, and Standards (Prerequisite, Description, CWLO)

[HIM-130](#) Medical Terminology I (Description, CWLO)

[HIM-131](#) Medical Terminology II (Prerequisite, Description, CWLO)

[HIM-140](#) Beginning ICD-9-CM Diagnostic Coding (Prerequisite)

[HIM-142](#) Finance Reimbursement and Revenue Cycle (Prerequisite, CWLO)

[HIM-145](#) Healthcare Statistics and Research (Prerequisite)

[HIM-170](#) Introduction to CPT Coding (Prerequisite)

[HIM-195](#) Healthcare Privacy, Confidentiality, Legal, and Ethics (Description, CWLO)

[HIM-210](#) HIM Revenue Cycle-2 (Prerequisite, CWLO)

[HIM-241](#) Data Quality and Performance Improvement (Credit Hour, CWLO)

[HIM-242](#) Health Information Management & Leadership (Prerequisite, CWLO)

[HIM-245](#) Advanced ICD-9-CM and CPT Coding (Prerequisite, CWLO)

Motion was made by Rosalie Robinson to approve these HIM courses, and was seconded by Mike Mixdorf. **Motion unanimously carried.**

[HORT-101](#) Introduction to Ornamental Horticulture (Prefix)

[HORT-102](#) Plant Pest Identification and Management (Prefix)

[HORT-103](#) Plant Propagation (Prefix)

[HORT-104](#) Pruning Principles (Prefix)

[HORT-105](#) Identification of Landscape Plant Materials (Prefix)

[HORT-106](#) Landscape Equipment & Operation (Prefix)

[HORT-107](#) Landscape Installation & Maintenance (Prefix)

[HORT-108](#) Irrigation Principles (Prefix)

[HORT-109](#) Landscape Design Principles (Prefix)

[HORT-110](#) Landscape/Turf Internship (Prefix)

- [HORT-111](#) Computer Aided Landscape Design (Prefix)
- [HORT-112](#) Landscape Construction & Estimation (Prefix)
- [HORT-113](#) Beginning Floral Design (Prefix)
- [HORT-114](#) Advanced Floral Design (Prefix)
- [HORT-115](#) Floral Operations and Practices (Prefix)

Motion was made by Dave Howard to approve these updated HORT courses, and was seconded by Robert Hijija. **Motion unanimously carried.**

[MARC-095](#) Tools for Intermediate Algebra Success (Prerequisite, Description, CWLO)

Motion was made by Rosalie Robinson to approve this updated MARC course, and was seconded by Rachel Goon. **Motion unanimously carried.**

6. OTHER Committee Business

a. [Biology Degree](#)

Mike Flodin and Ruth Ann Mikels spoke on behalf of this new degree. Motion was made by Rachel Goon to approve the endorsement of this new Biology Degree, and was seconded by Rosalie Robinson.

Motion unanimously carried to endorse this degree

b. Curriculum Management System – Barbara Peterson

Barbara Peterson discussed the process that has occurred so far in search of a new curriculum management system. The taskforce has seen demonstrations of at least 2 products and numerous other products have been researched. The goal is to purchase a product and have it up and running by the beginning of September.

2009-2010 – Curriculum Committee Meeting Dates

(Meetings are held on the first Monday of the month, at 2:30pm in 27-120, **unless otherwise noted**)

Meeting Dates	Packet Due Dates
April 5, 2010	March 15, 2010
May 3, 2010	April 19, 2010
June 7, 2010	May 24, 2010