

Curriculum Committee Minutes



Meeting Date		Meeting Time & Location																						
May 3, 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																						
Members Present																								
Barbara Peterson, Chair Dave Howard, Co-chair, Counseling Mike Mixdorf, Health Justice and Human Services Susan Schneider, Business Darlene Rompogren, EAP/LRC Robert Hijiya, Humanities Greg Ferencko, Math Philip Hunter, Science/Eng		Bernie Comeau, Social/Behavioral Sciences Charlene Gore, Professional Technical Kendall Reid, Library Rosalie Robinson, ABE Colleen Spezia, ad hoc Julie Benson, ad hoc Kim Rzeszewicz, ad hoc																						
Guests Present																								
Jennifer Sipert Pat Von Knorring Melody Griggs Val Morgan Krick		Ken Fox Charlie Crawford Len Heritage																						
Agenda Items																								
<p>1. Approval of minutes – April 5, 2010. A motion was made by Dave Howard to approve these minutes, and was seconded by Rosalie Robinson. <u>Motion unanimously carried.</u></p> <p>2. Approval of agenda – The agenda was approved with the addition of the Curriculum Management System update by Kim Rzeszewicz.</p>																								
<p>3. TABLED Courses</p> <p>ACCT&-201 Principles of Accounting I ECON&-201 Micro Economics ECON&-202 Macro Economics</p> <p>Len Heritage discusses these courses. It was agreed that a “C-“ is easier to manage across the board. A motion was made by Dave Howard to approve the updated prerequisites, and was seconded by Robert Hijiya. <u>Motion unanimously carried.</u></p>																								
<p>4. DELETED Courses</p> <table> <tbody> <tr> <td>ART-117</td> <td>ENVS-201</td> <td>RUSS-150</td> </tr> <tr> <td>CU-115</td> <td>MO-160</td> <td>RUSS-201</td> </tr> <tr> <td>CU-215</td> <td>MO-161</td> <td>RUSS-202</td> </tr> <tr> <td>CU-290</td> <td>MO-162</td> <td>RUSS-203</td> </tr> <tr> <td>CU-299</td> <td>RUSS-101</td> <td>SPAN-111</td> </tr> <tr> <td>EMC-118</td> <td>RUSS-102</td> <td>SPAN-150</td> </tr> <tr> <td>ENVS-145</td> <td>RUSS-103</td> <td></td> </tr> </tbody> </table>				ART-117	ENVS-201	RUSS-150	CU-115	MO-160	RUSS-201	CU-215	MO-161	RUSS-202	CU-290	MO-162	RUSS-203	CU-299	RUSS-101	SPAN-111	EMC-118	RUSS-102	SPAN-150	ENVS-145	RUSS-103	
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ENVS-145	RUSS-103																							

Motion was made by Dave Howard to approve the deletion of these courses, and was seconded by Rosalie Robinson. **Motion unanimously carried.**

5. NEW Courses

BUS-256 Statistical Analysis

Len Heritage spoke on behalf of this course. He discussed the differences between Math and Business Statistic books and how they cater to the appropriate discipline. Universities are now beginning to recommend Business Statistics over Math Statistics for entry into their business programs. It was suggested and agreed that the prerequisite should reflect a "C-" instead of a "C". The link above reflects the updated prerequisite. Motion was made by Rosalie Robinson to approve this new BUS course, with the change in prerequisite, and was seconded by Susan Schneider. **Motion unanimously carried.**

ENGL-261 The Bible as Literature (Writing Intensive and Multicultural)

Ken Fox spoke on behalf of this course and explained that it has been offered for some time under the ENGL-260 "Themes" course. It has been a very popular course and the high schools expect it to be offered, this allows it to be offered as an independent course. Motion was made by Kendall Reid to approve this new ENGL course, and was seconded by Rosalie Robinson. **Motion unanimously carried.**

Motion was made by Rosalie Robinson to approve the Writing Intensive and the Multicultural designations for this new ENGL course, and was seconded by Robert Hijiya. **Motion unanimously carried.**

ENGL-262 Children's Literature (Writing Intensive and Multicultural)

Ken Fox spoke on behalf of this course and explained how it too has been very popular and previously offered under the ENGL-260 "Themes" course, but now should be offered as an independent course instead. Motion was made by Robert Hijiya to approve this new ENGL course, and was seconded by Rosalie Robinson. **Motion unanimously carried.**

Motion was made by Robert Hijiya to approve the Writing Intensive and the Multicultural designations for this new ENGL course, and was seconded by Susan Schneider. **Motion unanimously carried.**

FRSH-200 Community Learning

Melody Griggs spoke on behalf of this course. Motion was made by Rosalie Robinson to approve this new FRSH course, and was seconded by Dave Howard. **Motion unanimously carried.**

HT-199 Survey of Sonography

Jennifer Sipert spoke on behalf of this course. Motion was made by Mike Mixdorf to approve this new HT course, and was seconded by Rosalie Robinson. **Motion unanimously carried.**

SOC-222 Sociology of Sport

Bernie Comeau spoke on behalf of this course. Motion was made by Dave Howard to approve this new SOC course, and was seconded by Rosalie Robinson. **Motion unanimously carried**

Motion was made by Kendall Reid to approve ht Writing Intensive and the Multicultural designations for this new SOC course, and was seconded by Dave Howard. **Motion unanimously carried.**

6. UPDATED Courses

AESL-044 ESL Reading and Writing Level 4 (credit hour, prerequisite, description, CWLO)

AESL-045 ESL Reading and Writing Level 5 (credit hour, prerequisite, description, CWLO)

AESL-046 ESL Reading and Writing Level 6 (credit hour, prerequisite, description, CWLO)

AESL-054 ESL Grammar Level 4 (title, description, CWLO)

AESL-055 ESL Grammar Level 5 (title, description, CWLO)

AESL-056 ESL Grammar Level 6 (title, description, CWLO)

Motion was made by Rosalie Robinson to approve these updated AESL courses, and was seconded by Robert

Hijiya. **Motion unanimously carried.**

BIOL&-241 Human Anatomy and Physiology 1 (description)

Motion was made by Susan Schneider to approve this updated BIOL course, and was seconded by Rosalie Robinson. **Motion unanimously carried.**

BUS&-101 Introduction to Business (distribution correction)

BUS-250 Introduction to Global Business (prerequisite, distribution correction)

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

MATH-147 College Algebra for Business and Economics (description)

MATH&-148 Business Calculus (description, CWLO)

MATH&-151 Calculus I (prerequisite)

Motion was made by Greg Ferencko to approve these updated MATH courses, and was seconded by Susan Schneider. **Motion unanimously carried.**

MO-100 Medical Office Procedures (prerequisite)

MO-140 Medical Transcription I (credit hour, description)

MO-141 Medical Transcription II (credit hour, prerequisite)

MO-142 Medical Transcription III (credit hour, prerequisite)

MO-147 Medical Reimbursement I (prerequisite)

MO-148 Medical Reimbursement II (prerequisite)

MO-159 Introduction to Medical Coding (title, credit hour, prerequisite, CWLO)

MO-241 Clinical Applications for Medical Office (title, prerequisite, description)

Motion was made by Susan Schneider to approve these updated MO courses, and was seconded by Rosalie Robinson. **Motion unanimously carried.**

READ-080 Introduction to Comprehension & Vocabulary Development (title, prereq, desc, CWLO)

READ-096 Reading Center Tutorial (description, CWLO)

READ-100 Advanced Comprehension & Vocabulary Development (title, prerequisite, desc, CWLO)

There were some questions regarding the sequencing of these courses, as well as the chosen prerequisite for READ-080. Motion was made by Robert Hijiya to **TABLE** these READ courses, and was seconded by Rosalie Robinson. **Motion unanimously carried to TABLE these courses.**

SCI-100 Physical Science and Technology (description)

Motion was made by Phil Hunter to approve this updated SCI course, and was seconded by Robert Hijiya.

Motion unanimously carried.

WRITE-096 Writing Center Tutorials (description)

WRITE-140 Writing Center Tutor Practicum I (description, CWLO)

WRITE-141 Writing Center Tutor Practicum II (description, CWLO)

WRITE-145 Writing Center Tutor Practicum III (description, CWLO)

Motion was made by Rosalie Robinson to approve these updated WRITE courses, and was seconded by Robert Hijiya. **Motion carried with 1 Nay vote.**

7. OTHER Committee Business

- a. **Course Descriptions – Kim Rzeszewicz:** The committee’s recommendation is to leave the “Formerly XXXX-XXX” on all courses affected by CCN, for now. This is in regards to the catalog. A final decision regarding this will be made after it has been looked at more closely.
- b. **Curriculum Management System – Kim Rzeszewicz:** Kim updated the committee on the status of this project. A final purchasing decision should be made within the month.

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
May 3, 2010	April 19, 2010
June 7, 2010	May 24, 2010