Curriculum Committee Minutes

TACOMA COMMUNITY COLLEGE

Meeting Date	Meeting Time & Location
December 7, 2009	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 Curriculum Coordinator

Members Present

Barbara Peterson, Chair	Charlene Gore – Professional Technical
Dave Howard, Co-Chair	Rachel Goon – Library
Mike Mixdorf – Health, Justice and Human Services	Rosalie Robinson – ABE
Darlene Rompogren – EAP/LRC	Colleen Spezia – ad hoc
Robert Hijiya - Humanities	Mary McCabe – ad hoc
Greg Ferencko – Math	Julie Benson – ad hoc
Tim B. Keely – Science	Jamie Palermo – ad hoc
Bernie Comeau – Social/Behavioral Sciences	

Guests Present

Dan Worthen	Annalee Rothenberg	Lynn Fister
Kim Rzeszewicz	Mike Flodin	Valerie Morgan-Krick

Agenda Items

1. **Approval of minutes – November 2, 2009.** A correction was made under #6 c. The correction can be seen by clicking on the link above. Motion was made by Rachel Goon to approve the November minutes with corrections, and was seconded by Tim Keely. **Motion unanimously carried.**

2. **Approval of agenda**

3. **DELETED Courses**

CU-101	HIM-231	PHARM-110	PHARM-121
HIM-120	HIM-232	PHARM-111	PHARM-130
HIM-190	HIM-240	PHARM-112	PHARM-140
HIM-230	HIM-270	PHARM-120	PHARM-141

   HIM-120 is included here to be deleted, but this course's prefix was changed to HIM-142 on 4/7/08, and there wasn't anything to delete. Motion was made by Mike Mixdorf to approve these deleted courses, and was seconded by Dave Howard. **Motion unanimously carried to DELETE these courses.**

4. **NEW Courses**

   BUS-121   Introduction to Manufacturing
   Annalee Rothenberg spoke on behalf of this course. Motion was made by Rosalie Robinson to approve this new BUS course, and was seconded by Dave Howard. **Motion Unanimously carried.**

   EAP-192   Accent Modification
   Darlene Rompogren spoke on behalf of this course that will begin Spring quarter. Motion was made by Dave Howard to approve this new EAP course, and was seconded by Mike Mixdorf. **Motion unanimously carried.**

   IBEST-070   Medical Terminology for ABE
   IBEST-071   Medical Terminology for AESL

Motion was made by Rachel Goon to approve these new IBEST courses, and was seconded by Mike Mixdorf. **Motion unanimously carried.**

MATH-096   **Accelerated Algebra**
MATH-140   **Introduction to Precalculus**
Valerie Morgan-Krick spoke on behalf of these courses. These courses will be taken concurrently. The goal of linking these courses and having students take them together is to improve the success rates in Math&-141. These courses will be fully implemented Summer quarter. Motion was made by Greg Ferencko to approve the new MATH courses, and was seconded by Mike Mixdorf. **Motion unanimously carried.**

5. UPDATED Courses

HIM-142   **Finance Reimbursement and Revenue Cycle I (Prerequisite, Description)**
Motion was made by Dave Howard to approve this updated HIM course, and was seconded by Rachel Goon. **Motion unanimously carried.**

IT-102   **Microcomputer Fundamentals (Prerequisite)**
IT-110   **Operating Systems I (Prerequisite)**
IT-260   **Client/Server Technology LAN's (Prerequisite)**
IT-274   **Network Security Fundamentals (Prerequisite)**
Motion was made by Rachel Goon to approve these updated IT courses, and was seconded by Dave Howard. **Motion unanimously carried.**

MATH-095   **Intermediate Algebra (Description, CWLO)**
Valerie Morgan-Krick spoke on behalf of this course. MATH-099 and MATH-097 are consolidating into MATH-095, to make it comparable to developmental English and Reading numbering. TMATH-100 will stay the same for the Allied Health students, and the majority of the other students will go through MATH-095. Motion was made by Greg Ferencko to approve this updated MATH course, and was seconded by Mike Mixdorf. **Motion unanimously carried.**

SCI-100   **Physical Science and Technology (Prefix)**
It was discussed and agreed by the committee to include "Formerly PHYSN-100" to the beginning of the description for this course. The correction can be seen by clicking on the link above. Motion was made by Rachel Goon to approve this updated SCI course, and was seconded by Rosalie Robinson. **Motion unanimously carried.**

6. OTHER Committee Business

a. How to Challenge Computer Courses – Annalee Rothenberg
Annalee shared her handout with the committee. The fee for having the certification placed on the student's transcript is $7.90 per credit. Also, "challenged" would read on the transcript, as well, but the grade would be a pass/fail.

b. Electronic Course Proposal Form – Barbara Peterson/Jamie Palermo
It was agreed that a task force needs to be formed for this project. Barbara Peterson will contact members for participation on this task force.

c. Measurable Course Learning Objectives – Barbara Peterson
The Measurable Course Learning Objectives were discussed as part of the revisions for the course objectives/program outcomes.

d. SLIC Recommendations – Kim Rzeszewicz
Kim Discussed an update in the College-Wide Student Learning Outcomes proposal from her information shared with the committee in the prior meeting in November. She included a single-page handout. In the near future, "college" in college-wide will be replaced by "program" in what is currently section 10

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of the Course Proposal form. The Program Wide Student Learning Outcomes (PWSLO) must align with the course objectives. There will also be a box an instructor can check that states a particular course objective does not lead to a PWSLO. Everything taught might not "fit". If a course objective doesn't fit, it must be made clear that this is known and is permissible. This change will occur beginning with new submissions of courses to the Curriculum Committee and would ultimately include all prior course proposals being changed. Alan Waugh has revised the Bloom's Taxonomy template available for assistance. In January 2010, there will be a workshop available; it could also be made available to all via ANGEL. Kim mentioned that instructors should be compensated for their involvement in the transition as it is a major undertaking. TCC's April Professional Development Days can be used to provide an overview with more detailed work being done in Fall 2010 PDD. This will more than likely be a 5-year project for complete transition of all TCC courses.

2009-2010 – Curriculum Committee Meeting Dates

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

Meeting Dates	Packet Due Dates
December 7, 2009	November 23, 2009
February 1, 2010	January 19, 2010
March 1, 2010	February 16, 2010
April 5, 2010	March 15, 2010
May 3, 2010	April 19, 2010
June 7, 2010	May 24, 2010

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