

Curriculum Committee Minutes

Meeting Date
May 2, 2011

Meeting Time & Location
2:30pm – Senate Room Building 7

Chair
Dr. Barbara Peterson

Co-Chair
Dr. Dave Howard

Recording Secretary
Rosalie Robinson

Introductions:

Members Present

Barbara Peterson, Chair
Dave Howard, Co-Chair, Counseling
Mike Mixdorf – Health, Justice, Human Services
Darlene Rompogren – EAP/LRC
Robert Hijjiya – Humanities
Greg Ferencko – Math
Phil Hunter – Science and Engineering
Bernie Comeau – Social/Behavioral Sciences

Charlene Gore – Professional Technical
Rachel Goon – Library
Rosalie Robinson – ABE
Julie Benson – ad hoc
Coleen Spezia – ad hoc
Steve Ashpole – ad hoc
Kim Rzeszewicz – ad hoc
Tim Stokes - ExVP

Guests Present

Annalee Rothenberg – Accounting/Business
Sharon Michael – Biology/Nutrition
Lynn Walrath – MARC
Shannon Pressley – MARC
David Endicott – Dean AHSS
Kim Ward – Transitional Studies
Craig Cowden – Psychology
Charlie Crawford – Dean BWFE
Rebecca Jayasundara – IBEST
Wendy Larsen – ESL
Wendy Fein - ABE

Agenda Items

Minutes – April 4, 2011 minutes were unavailable for review.

Approval of agenda – no additional items

DELETED COURSES

HIM142

HIM170

HIM200

IBEST026

a. R. Robinson moved to approve the deletion of these courses.

b. R. Goon seconded the motion.

c. Discussion Points:

- i. CGore explained the HIM courses are being deleted due to changes in national accreditation

- ii. RJayasundara explained the IBEST course is being deleted as it is no longer offered
- d. **Motion carried**

NEW COURSES

BUS100

- a. C. Gore moved to recommend approval of this course
- b. M. Mixdorf seconded the motion
- c. **Discussion Points:**
 - i. C. Crawford explained the State needs a new career course of Business English for the WCCW and Mission Creek facilities
 - ii. It had been deleted in 2007
 - iii. S. Ashpole stated the coding was 21 and should be 22
 - iv. BUS100 was Business English; now it is Business Communications
 - v. The only students taking this course will be at DOC facilities, so it does not need to be published in the catalog.
 - vi. No PLO's are required for courses at DOC facilities
 - vii. These changes need to be made so TCC can count the FTE's at these facilities
 - viii. S. Ashpole will clean up the coding issue.
- d. **Motion carried.**

ENGL095

- a. R. Robinson moved to recommend approval of this course
- b. R. Hijjiya seconded the motion.
- c. **Discussion Points:**
 - i. This is an integrated model that goes beyond mere linking of courses
 - ii. It is based on best practices and is instructor-led supplemental instruction targeted at those students scoring at the low end of assessment
 - iii. The department has worked with Assessment for scoring to arrive at a single student score vs. two scores for reading and English
 - iv. New students will come in under the "new" course name (including the / symbol)
 - v. After winter quarter 2012, the / symbol will be removed from the title
 - vi. "Threshold" in the title was chosen to get away from the idea of "gatekeeping"
 - vii. It is thought the word "threshold" offers a sense of invitation and openness.
 - viii. It was noted that ENGL 075 is phased out spring 2011
 - ix. A non-credit Accuplacer preparation course might be offered with a cost of \$18.
- d. **Motion carried**

RC150

RC151

RC152

- a. C. Gore moved to recommend approval of these courses
- b. R. Goon seconded the motion
- c. **Discussion Points:**
 - i. C. Gore explained the courses used to consist of a combination of lab and clinical; now they have been separated

- ii. These three courses are lecture only
- iii. RC152 pre-requisite was corrected to RC151
- d. **Motion carried.**

ABE035

ABE036

- a. W. Larsen stated these courses need additional work before being considered
- b. These were not considered at this time but will be resubmitted in the future

ABE046

- a. R. Robinson moved to recommend approval of this course
- b. R. Hijjiya seconded the motion.
- c. Discussion Points:
 - i. W. Fein stated the wording “College Bound” in the title better reflects the course content
 - ii. Course objectives 2 and 3 are duplications – one was removed
 - iii. “Completion of ABE045” was added to pre-requisite
- d. **Motion carried.**

ACCT145

ACCT201

ACCT250

- a. C. Gore moved to recommend approval of these courses
- b. R. Robinson seconded the motion
- c. **Discussion Points:**
 - i. A. Rothenberg explained the closing of the Professional Skills Center required a revamping of this class to change the pre-requisites
 - ii. These are lecture only courses
 - iii. PLOs for ACCT 201 are not needed at this time
 - iv. Pre-requisite for all three of these courses will be C-
 - v. ACCT 250 is not to be listed under Quantitative Skills
- d. **Motion carried.**

AESL053

- a. R. Goon moved to recommend approval of this course
- b. R. Hijjiya seconded the motion
- c. **Discussion Points:**
 - i. W. Larsen explained this update is regrouping from writing and grammar combined to grammar only.
 - ii. The writing/grammar combination did not work as well as hoped.
- d. **Motion carried.**

BIOL260

- a. P. Hunter moved to recommend approval of this course
- b. R. Robinson seconded the motion
- c. **Discussion Points:**
 - i. Just added the PLOs
 - ii. Objectives are the same
- d. **Motion carried.**

HIM110
HIM125
HIM140
HIM142
HIM160
HIM175
HIM195
HIM200
HIM210
HIM215
HIM216
HIM220
HIM241
HIM242
HIM245

- a. M. Mixdorf moved to recommend approval of these courses
- b. R. Robinson seconded the motion
- c. **Discussion Points:**
 - i. These updates consist of pre-requisite changes
- d. **Motion carried.**

IBEST032 (ABE)
IBEST034 (ABE)
IBEST040 (ABE)
IBEST042 (ABE)

- a. R. Hijjiya moved to recommend approval of these courses
- b. R. Goon seconded the motion
- c. **Discussion Points:**
 - i. These IBEST courses support Early Childhood Education
 - ii. These are CAP updates
- d. **Motion carried.**

IBEST033 (AESL)
IBEST041 (AESL)
IBEST043 (AESL)

- a. R. Goon moved to recommend approval of these courses
- b. R. Hijjiya seconded the motion
- c. **Discussion Points:**
 - i. These IBEST courses support Early Childhood Education
 - ii. If and when ECE updates course objectives the IBEST course objectives will change to match because this is a support course
 - iii. The term "CAS" should be spelled out so for clarity
- d. **Motion carried.**

LS101
LS102

- a. R. Hijjiya moved to recommend approval of these courses
- b. R. Goon seconded the motion
- c. **Discussion Points:**
 - i. Changes in course objectives and title updated to reflect what is being taught
 - ii. LS 101 is rarely taught and is a non APA writing format

- iii. LS 102 follows APA writing format and is often taught with a nursing course
- iv. This course does not fulfill AAS Distribution requirements
- d. **Motion carried.**

MARC075

MARC085

MARC090

MARC095

- a. C. Gore moved to recommend approval of these courses
- b. R. Goon seconded the motion
- c. **Discussion Points:**
 - i. It was noted all of these courses have the same Course Objectives
 - ii. These are support courses for students enrolled in corresponding math courses
 - iii. The same text is used for all four of these courses
 - iv. The book has multiple levels of activities so deeper exploration is done at the different levels
 - v. Students are not required to take these courses
- d. **Motion carried.**

MATH142

MATH220

MATH254

- a. G. Ferencko moved to recommend approval of these courses
- b. R. Hijija seconded the motion
- c. **Discussion Points:**
 - i. These are CAP updates
- d. **Motion carried.**

NUTR101

- a. P. Hunter moved to recommend approval of this course
- b. R. Goon seconded the motion
- c. **Discussion Points:**
 - i. This CAP update changes the objectives and adds higher level science pre-requisites
 - ii. The Ex VP requested this course be tabled for additional discussions at the division level
- d. **Motion TABLED**

PHYS114

PHYS115

PHYS116

PHYS299

- a. P. Hunter moved to recommend approval of these courses
- b. C. Gore seconded the motion
- c. **Discussion Points:**
 - i. These are CAP updates
 - ii. Content builds upon the previous courses in the PHSY 114, PHSY 115, and PHSY 116 series
 - iii. P. Hunter will change course objective 1 for PHSY 299

- iv. Suggestions were made that the wording in SOC 299 might be a good example to draw from
- d. **Motion carried.**

PSYC200

PSYC202

PSYC209

PSYC240

- a. R. Robinson moved to recommend approval of these courses
- b. G. Ferencko seconded the motion
- c. **Discussion Points:**
 - i. The words “Recommended Preparation” will be added in on PSYC 202
 - ii. “University of Washington” will be removed and “Majors intending to transfer” will replace a specific school
 - iii. It was noted that all 200-level psychology courses have a minimum passing grade of C
 - iv. It was noted that in PSYC 202 course objectives 4 and 6 are the same; one will be dropped
- d. **Motion carried.**

RC180

RC181

RC182

- a. R. Goon moved to recommend approval of these courses
- b. R. Hijija seconded the motion
- c. **Discussion Points:**
 - i. These are the clinical portions of RC 150, RC151, and RC152
 - ii. Intent of the course objectives is unclear.
 - iii. Originator or proposal was not present to answer questions
 - iv. R. Goon retracted the motion
- d. **Motion TABLED**

SOC 120 with Multicultural designation

SOC 247

SOC 287 with Multicultural designation

SOC 299

- a. R. Robinson moved to recommend approval of these courses
- b. P. Hunter seconded the motion
- c. **Discussion Points:**
 - i. SOC 299 has 1-5 variable credits
 - ii. The 299 courses do not usually meet the Distribution Requirement but most might count toward a Distribution Requirement Elective
 - iii. The course description states “field experience”; this was incorrectly included and will be removed
- d. **Motion carried.**

OTHER BUSINESS

- **Curricunet Update:**
 - The developmental phase has concluded
 - Piloting portion of the program has helped in refine our curriculum review process

- We are nearing the maintenance phase of Curricunet
- In the there will be additional training on Curricunet for those who need it
- In the fall we will begin a pilot testing for the Degree Outcomes
- C. Gore may do the first pilot testing for the HIM program
- The syllabus module within Curricunet is ready to use
- Some information is automatically pre-populated from the Curricunet data
- This format matches the TCC syllabus template
- **Committee Reorganization and Assignments:**
 - Not all campus departments/programs are currently being represented
 - Some new/different assignment will occur in the 2011-2012 academic year
 - Because of budget cuts and reorganization of workloads across campus, the Curriculum Committee will have limited clerical support
 - Curriculum Committee members will assume frontline responsibilities for addressing faculty questions about course proposal protocol within Curricunet
 - B. Peterson and K. Rzeszewicz will be secondary sources on a limited basis.
 - A Curriculum Committee/Curricunet manual may be developed this fall