

# Curriculum Committee Minutes



Meeting Date		Meeting Time & Location																															
March 7, 2011		2:30pm – Building 27-120																															
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 Gina Hatcher – Business Darlene Rompogren – EAP/LRC Robert Hijiya – Humanities Greg Ferencko – Math		Bernie Comeau – Social/Behavioral Sciences Charlene Gore – Professional Technical Rachel Goon – Library Rosalie Robinson – ABE Coleen Spezia – ad hoc Steve Ashpole – ad hoc Kim Rzeszewicz – ad hoc																															
Guests Present																																	
Annalee Rothenberg Satwant Singh-Kurtz Pat Brown																																	
Agenda Items																																	
<p><b>1. Approval of minutes – February 7, 2011.</b> Motion was made by Rachel Goon to approve these minutes, and was seconded by Rosalie Robinson. <b><u>Motion unanimously carried.</u></b></p> <p><b>2. Approval of agenda</b> – Barbara Peterson added Discussion on Independent Study criteria to the agenda.</p> <p><b>3. DELETED Courses</b></p> <table> <tr> <td><a href="#">PE-103</a></td> <td><a href="#">READ-088</a></td> </tr> <tr> <td><a href="#">PE-105</a></td> <td><a href="#">READ-089</a></td> </tr> <tr> <td><a href="#">PE-112</a></td> <td><a href="#">READ-097</a></td> </tr> <tr> <td><a href="#">PE-113</a></td> <td><a href="#">READ-111</a></td> </tr> <tr> <td><a href="#">PE-115</a></td> <td><a href="#">READ-115</a></td> </tr> <tr> <td><a href="#">PE-123</a></td> <td><a href="#">SOC-090</a></td> </tr> <tr> <td><a href="#">PE-125</a></td> <td><a href="#">SOC-102</a></td> </tr> <tr> <td><a href="#">PE-128</a></td> <td><b>SOC-252 – Removed from consideration</b></td> </tr> <tr> <td><a href="#">PE-129</a></td> <td><a href="#">SOC-269</a></td> </tr> <tr> <td><a href="#">PE-131</a></td> <td><a href="#">SOC-271</a></td> </tr> <tr> <td><a href="#">PE-223</a></td> <td><a href="#">STDSK-047</a></td> </tr> <tr> <td><a href="#">PE-225</a></td> <td></td> </tr> <tr> <td><a href="#">PE-228</a></td> <td></td> </tr> <tr> <td><a href="#">PE-231</a></td> <td></td> </tr> <tr> <td><a href="#">PE-290</a></td> <td></td> </tr> </table> <p>Bernie Comeau asked that SOC-252 be removed from consideration as it is a course that is not taught here on the main campus, but is still being offered at the Gig Harbor campus. Motion was made by Rachel Goon to approve the deletion of these courses, with exception to SOC-252, and was seconded by Rosalie Robinson. <b><u>Motion unanimously carried.</u></b></p>				<a href="#">PE-103</a>	<a href="#">READ-088</a>	<a href="#">PE-105</a>	<a href="#">READ-089</a>	<a href="#">PE-112</a>	<a href="#">READ-097</a>	<a href="#">PE-113</a>	<a href="#">READ-111</a>	<a href="#">PE-115</a>	<a href="#">READ-115</a>	<a href="#">PE-123</a>	<a href="#">SOC-090</a>	<a href="#">PE-125</a>	<a href="#">SOC-102</a>	<a href="#">PE-128</a>	<b>SOC-252 – Removed from consideration</b>	<a href="#">PE-129</a>	<a href="#">SOC-269</a>	<a href="#">PE-131</a>	<a href="#">SOC-271</a>	<a href="#">PE-223</a>	<a href="#">STDSK-047</a>	<a href="#">PE-225</a>		<a href="#">PE-228</a>		<a href="#">PE-231</a>		<a href="#">PE-290</a>	
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#### **4. NEW Courses**

[IEN-101](#) Professional Nursing I

[IEN-104](#) Topical Nursing 1

Motion was made by Mike Mixdorf to approve these new IEN courses, and was seconded by Rosalie Robinson. Satwant Singh-Kurtz spoke on behalf of these courses and explained that they had already been piloted and have received the state's approval to be offered. This program offers a bridge into American standards for those who have been educated and have practiced nursing in other countries. The change to the objectives for IEN-104 has been made and can be seen by clicking on the link above. **Motion unanimously carried.**

#### **5. UPDATED Courses**

[ACCT-101](#) Practical Accounting I (Prerequisite)

Motion was made by Rachel Good to approve this updated ACCT course, and was seconded by Rosalie Robinson. Annalee Rothenberg spoke on behalf of this course. After further review, a correction has been made to the new prerequisite, which can be seen by clicking on the link above. **Motion unanimously carried.**

[ADLJ-221](#) Family Law (Description, CAP)

[ADLJ-226](#) Administrative Law (Description, CAP)

[ADLJ-253](#) Civil Procedure II (Description, CAP)

Motion was made by Rosalie Robinson to approve these updated ADLJ courses, and was seconded by Rachel Goon. **Motion unanimously carried.**

[BUS-110](#) Business Math (Course Objectives)

[BUS-280](#) Career Readiness Skills (Credit Hour)

Motion was made by Dave Howard to approve these updated BUS courses, and was seconded by Rosalie Robinson. Annalee Rothenberg spoke on behalf of these courses and realized that the wrong prerequisite was mistakenly placed on the form for BUS-110, even though this was not being presented for a prerequisite change. Annalee also noticed the last sentence of the description still needed to be removed. Both of these changes have been made and can be seen by clicking the link above. **Motion unanimously carried.**

[EDUC&-115](#) Child Development (Prerequisite)

Motion was made by Rachel Goon to approve this updated EDUC course, and was seconded by Dave Howard. **Motion unanimously carried.**

#### **6. OTHER Committee Business**

- a. Curricunet Update – Kim Rzeszewicz updated the committee on the status of Curricunet. We are still working out some bugs, but everything is looking very promising. A reminder that beginning with the May CC meeting, all course proposals will go through Curricunet.
- b. Independent Studies Guidelines – Barbara Peterson asked the committee to think about whether guidelines are necessary to have in regards to the Independent Study courses, such as learning objectives, the amount of work done per hour the student works, etc. She would like to have a more detailed discussion about this in a month or two and then see where to go from there, but is asking the committee to think about it for now to be prepared for the discussion.