

# Curriculum Committee Minutes



Meeting Date	Meeting Time & Location
Monday May 7, 2012	2:30 pm Building 12 – Board Room

Chair	Co-Chair	Recording Secretary
Dr. Barbara Peterson, Instructor, Human Services Program	Dr. Dave Howard, Counselor, Counseling/Advising	Rosalie Robinson Rachel Goon

## Agenda Items

### 1. Introductions

**Cielito Lane, Wendy Larsen, Deanna Cole, Pat Brown, Erika Bowles, Kim Lee, Jeannette Smith-Perrone, Greg Ferencko, Trung Tran, Bernie Comeau, Rachel Goon, Phil Hunter, Julie Benson, Steve Ashpole, Darlene Rompogren, Rosalie Robinson, Robert Hijiya, Susan Schneider, Mike Mixdorf, Dave Howard, Barb Peterson, Kim Rzeszewicz; Janet Olejar**

### 2. Approval of minutes from 4/2/12 meeting

**Move to approve: Rosalie**

**Second: Robert Hijiya**

**Motion carried**

### 3. Additions to the agenda?

Prefix change; deleted course (RS 260); review math flow chart

### 4. DELETED Courses

**PE 133 - Beginning Basketball**

**PE 288 - Backpacking**

**READ 010 - Strategies for College Reading**

**STDSK 096 - Math Survival Study Skills**

**STDSK 098 - Essential Study Skills**

**STDSK 110 - College Study Skills**

Motion to delete PE 133, PE 288, READ 010, STDSK 96, STDSK 98, STDSK 110, and RS 260: **Phil Hunter**

Second: **Rosalie Robinson**

Discussion: Rationale to delete STSK 110 is that much information is included in HD 101. Also some content included in the Eng/ 85 and 95 classes.

**Motion Carried**

## **5. NEW Courses**

**BUS 141 - Purchasing and Supply Management**

**BUS 142 - Sourcing and Supplier Relation Fundamentals**

Motion: **Julie Benson**

Second: **Dave Howard**

Discussion:

Erika Bowles: adding WAOL courses to Logistics degree. Now taught at Shoreline. Can take these two courses in place of the existing coursework for the internship.

Steve Ashpole: WAOL schedule differs from our schedule, so they don't always match up exactly in terms of timing.

Darlene R: Is it BUS 141/142, or LOG 141/142?

Erika: Should be BUS 141/142; will change on handout.

Kim R.: add "OR completion of Engl/ 085/095" as prereq?

Erika: students will need to abide by Shoreline reqs to get into class.

Steve: Yes, that will work.

Kim: some of these courses require assessment at College-level Eng, and some require COMPLETION of Eng 101.

Erika: Left it set at Shoreline's requirements for these two courses. Has changed all LOG courses to "assessment at college level for Eng & Reading."

When we get to the LOG courses, will want to add that modification, too.

Steve: will you be offering these WAOL courses every quarter?

Erika: Yes, and also adding the LOG courses from TCC to WAOL so others can benefit.

**Motion Carried**

## **IEN 100 - Linguistics for Internationally Educated Nurses**

Motion: **Julie Benson**

Second: **Phil Hunter**

Discussion: Pat Brown: practice for non-native speaking nurses to Americanize pronunciation

Will change "Show" to "Demonstrate" in CLO #4.

**Motion Carried**

## **6. UPDATED Courses**

**AESL 021 AESL Computer-Assisted Learning - Level 1**

**AESL 022 AESL Computer-Assisted Learning - Level 2**

**AESL 023 AESL Computer-Assisted Learning - Level 3**

**AESL 024 AESL Computer-Assisted Learning - Level 4**

**AESL 025 AESL Computer-Assisted Learning - Level 5**

**AESL 026 AESL Computer-Assisted Learning - Level 6**

Motion: **Rosalie Robinson**

Second: **Dave Howard**

Discussion:

Wendy Larsen: These are old PLATO courses; changed the names of the courses to make it more generic, so it would work for other products.

Kim: Repeatability 3?

Wendy: yes

Phil: Intended to delete first 6 course outcomes on each course?

Wendy: Yes, that is a clean-up.

Kim: Kim will remove the DLO acronyms.

Carried?: Yes

### **BUS 110 Business Math**

Motion: Dave Howard

Second: Rosalie Robinson

Discussion: Erika B.: update/clarification of CLOs.

Carried?: Yes

### **EAP 154 Advanced Composition and Reading**

Motion: Darlene Rompogren

Second: Robert Hijija

Discussion: Darlene: adding another way to fulfill the prereq for this class.

Kim: Will change the order for the prereqs.

Also, under CLO #2, will change to "context".

Steve: Have to have (94 AND 98) . . .

Darlene: three ways to get into level 154. That is one way. Or they can take the exam, or take EAP 99. This takes 155 and 159, and combines them. This is designed to be linked with a content course.

Carried?: Yes

### **ENGL/ 095 Academic Reading and Writing II: Threshold**

Motion: Robert

Second: Rosalie

Discussion: This adds the EAP 154 prereq to the Eng 95 course.

Kim: can we change to assessment into ENGL/095?

Robert: May be people out there with old assessments

Steve: We can manage that – don't need old Eng/Read in prereqs.

Kim: repeatability is 3?

Robert: Yes, since it's not college-level credit, so it doesn't count . . .

Steve – but can students take it multiple times for additional credit? No.

Repeatability should be "1".

Kim: OK.

Carried?: Yes

### **LOG 102 Transportation & Distribution**

**LOG 104 Applied Warehousing and Inventory Management**  
**LOG 110 International Logistics**  
**LOG 112 Importing & Exporting**

Motion: Robert Hijjiya

Second: Susan Schneider

Discussion: Erika: There is an inconsistency in Engl prereqs for these courses; would like to approve as “assessment at college-level read/write” for all. Also, used to have a LOG 101 class, now gone. Three of these courses say “LOG 101” when should say “102” for a prereq.

Phil: changes have gone through already.

Kim: Seems to be a glitch in system – shouldn’t have gone through without approval.

Julie: Simplify CLOs to remove superfluous verbs in LOG 102? Strengthen some verbs?

Kim: Erika and Kim will work on verbs from Bloom’s list.

Kim: LOG 112 – has “systems” as 3 credits. Normally systems is only used for Corrections?

Erika: Should be just 3 credits, all lecture. Same for LOG 110.

Carried?: Yes

**MATH& 107 Math in Society**  
**MATH& 146 Introduction to Statistics**

Motion: Phil Hunter

Second: Rosalie Robinson

Discussion: CAP Updates. No substantive changes.

Phil: on 146, CLO 3 still has old CWSLO.

Carried?: Yes

**NURS 132 Nursing III: Caring for the client with moderate Deviations from Wellness/Pediatrics**

**NURS 133 Nursing Interventions III: Advanced Skills**

**NURS 212 Nursing IV: Caring for the Client with Acute/Complex I Problems – Clinical**

**NURS 222 Nursing V: Caring for the client with Chronic Complex II Problems- Clinical**

**NURS 260 Nursing Focus VI: Advanced IV Therapy Skills**

Motion: Dave Howard

Second: Susan Schneider

Discussion: Julie: Just an update – looking at how to assess students, make outcomes more measurable.

In NURS 133, should be “identify” in CLO 13.

212 is leveled, higher level verbs

260 should be capped at 16, not 24. Otherwise, update of outcomes.

Phil: on 222, make shortened title match title?

Julie – yes, an administrative correction.

Need to update the “Identify post-skill client needs, safety . . .in all courses ending in “2”.

Kim: for 132, should it be capped at 8 students per section?

Julie: Yes.

Kim: in 212, should “Acute/Complex 1” verbiage carry through, instead of “Acute, Complex 1”?

Yes.

Kim: change NURS 260 title to make it less confusing – spell out “intravenous” instead of IV? Kim will come up with an abbreviation that doesn’t look like a Roman numeral.

Carried?: Yes

## 7. OTHER BUSINESS

\*\*\*Take the WCCW courses first at June 4 meeting \*\*\*\*\*

### a. Administrative corrections – Barb

Will make administrative changes to the nursing courses without bringing them back to the committee.

Kim says changes will not show up for several months since she doesn’t have an admin person.

### b. 299 Course as distribution – update from Bernie about decision in his area of coverage

Decided to not put the Soc Sci 299s on the distribution list; most of the time, they aren’t transferrable, so should be considered electives. Will be in the process of removing those from the distribution list; will come back through Curric Comm.

Kim: has taken Soc Sci 299s off the distribution list; but Music has put theirs on the distribution list, fyi.

Barb will check the distribution list and report back at next meeting about whose 299s are on the distribution list.

### c. M and W designation update – need three volunteers for each

Need to review and make any necessary changes to M and W designations in June. Would like 6 volunteers total to look at designation requirements and bring potential changes to the committee in June.

W – Rachel, Darlene, Robert

M – Bernie, Phil, Greg

Steve – now mandated by the state that we have to honor “M” from other schools.

**d. Accreditation visit report – Barb, Kim, and Julie**

Visitors were impressed with Curricunet and the Curric Comm process.

**e. prefix change:**

Janet Olejar: prefix for paralegal courses is currently “ADLJ.” Would like to change it to “PLST” (Paralegal Studies)

Dave Howard: Move we change the course prefix from ADLJ to PLST

Second: Susan Schneider

Julie: how? Does registrar automatically change everything?

Steve: fall qtr classes are already in the system . . . change in Winter, maybe?

Will be tight to get into the catalog – will need to have “Formerly ADLJ” in all the course descriptions.

Janet: Otherwise, will not affect transferability of courses or prereqs for any other classes.

Barb: informally amend Dave’s motion to include that the course descriptions will include that these courses were formerly “ADLJ”.

Motion carried? Yes.

**f. New math flow chart:** Barb has distributed it to the curric comm..

Steve: Isn’t Math 75 going away?

Greg: Perhaps. This will likely change.

**g. Course deletions –** you will get emails from Barb if your name is on the “courses that need to be deleted” list.

Respectfully submitted,  
Rachel Goon