

Curriculum Committee
Minutes



Meeting Date		Meeting Time & Location	
Monday February 2, 2015		2:30 pm Board Room Building 12	
Chair	Vice-Chair	Recording Scribes	
Barbara Peterson	Phil Hunter	Darlene Rompogren	

Agenda Items

1. Members Present: Barb Peterson, Dave Howard, Mike Mixdorf, Char Gore, John Falskow, Greg Ferencok, Phil Hunter, Bernie Comeau, Sherry Cmiel, Tracy Brooks, Jeff Calkins, Darlene Rompogren, Wendy Fordham, Steve Ashpole, Carroll Ferguson, Sam Loftin, Kim Rzeszewicz. **Guests present:** Jennifer Olson-Rudenko, Kelly Shaffer, Mary Weir, Charlie Crawford.

2. Minutes from 12/1/14 meeting: Motion to approve by Char Gore, seconded by Sherry Cmiel, with two corrections: change “agenda” to “minutes” in the title and change “Engineering and Science requirements” to “Written Communications requirements under ENGL 235 in the Updated Courses section.

3. Additional agenda items: None

4. TABLED Courses

ART 147 Introduction to Digital Photography

ART 199 Gallery Viewing Lab

ART 247 Intermediate Digital Photography

ART 297 Folio Preparation

Motion: John Falskow. **Second:** Char Gore. Kim Rzeszewicz explained several edits to these courses, noting that her concerns had all been addressed. Phil Hunter commented that none of the outcomes listed for the digital photography classes relate to creativity; John Falskow replied that he would readdress them at the next CC meeting. This being the case, Phil Hunter moved to recommend approval of ART 199 and re-table ART 147, 247, & 297, with Tracy Brooks seconding the motion. **Motion carried.**

5. NEW Courses

NONE

6. DELETED Courses

EAP 091 Grammar and Speaking I

Motion: Char Gore. **Second:** Mike Mixdorf. This course is being deleted because the material in it will now be covered in the revised EAP 95 course. **Motion carried.**

7. UPDATED Courses

EAP 092 Grammar and Speaking II

EAP 095 Reading, Writing, & Grammar I

EAP 097 Reading and Writing III

Motion: Char Gore. **Second:** Darlene Rompogren. Darlene explained that EAP 97 is being updated to correct an earlier error in the number of credits (should be 10, not 8); EAP 92 is being updated to add the newly updated EAP 95 as a prerequisite; and EAP 95 is being updated to increase the number of credits from 10 to 14 to allow for the material from the deleted EAP 91 being added to the course. **Motion carried.**

HIT 140 Beginning Diagnostic Coding ICD-9

HIT 141 Outpatient Diagnostic Coding

HIT 170 CPT Coding

Motion: Sherry Cmiel. **Second:** Mike Mixdorf. Char Gore explained that HIM is being Condensed into HIT, and because some Medical Office students are not adequately prepared for HIT 140, 141, & 170, the MO courses are being brought back, necessitating an update in the prerequisites for the HIT courses. Kim Rzeszewicz and Char Gore worked on the edits to these courses, which will be implemented in fall 2015 rather than spring 2015. **Motion carried.**

HSP 212 Systems and Case Work

HSP 217 Advocacy in Human Services

HSP 224 Dynamics of Family Violence

HSP 225 Treatment Trends for Domestic Violence

HSP 230 Co-occurring Disorders Assessment and Treatment

HSP 241 Working with Youth and Families

HSP 251 Substance Abuse Prevention

HSP 252 Advanced Prevention Strategies

HSP 262 Loss and Grief through the Lifespan

HSP 265 Aging and Adult Services

HSP 282 Program and Proposal Development

HSP 291 Supervised Clinical Practicum I

HSP 292 Supervised Clinical Practicum II

HSP 293 Supervised Clinical Practicum III

Motion: Char Gore. **Second:** Mike Mixdorf. Barb explained that these updates are mostly prerequisite changes. The first eleven of these courses are second-year specialty courses. Tracking these for the past three years, HSP faculty have seen that students who have not taken the first-year courses before attempting these do not do well, so the first-year courses are being added as prerequisites to the second-year courses. For the last three courses in this list, the only change is the class cap (maximum number of students). Kim R. wondered what will happen if students can't register for these because of the new prerequisite, and Barb explained that the information about the prerequisite change would be explained to the students during advising sessions the first week of February. Tod Treat further explained that current students have the option of using either the current (new) catalog or the previous catalog and thus can avoid being affected by any prerequisite changes that are made. **Motion carried.**

HT 203 Advanced Cardiac Life Support

Motion: Char Gore. **Second:** Tracy Brooks. This update is just to change the class cap.
Motion carried.

MO 101 Healthcare Delivery and Alternate Care

MO 120 Medical Law and Ethics

MO 151 Insurance/Claims Processing

MO 185 Medical Reimbursement Specialist Clinical

Motion: Char Gore. **Second:** Phil Hunter. These used to be HIT courses. The purpose of the name change is to make it easier for students to navigate through the program regardless of whether they are in a degree program or a certificate program. **Motion carried.**

8. DEGREES and/or CERTIFICATES

FYI only– Early Childhood Education Certificate Name

This is just to inform the CC members that this certificate's title, which was approved during the last CC meeting, did not fit in the system (it was too long), so the title was changed administratively to make it fit.

Medical Reimbursement Specialist

Motion: Char Gore. **Second:** Tracy Brooks. This update is just to change the prefix for all the courses in this certificate from HIT to MO. **Motion carried.**

9. OTHER BUSINESS

a. FEPPS – ENGL 103; SPAN 121; PSYCH& 100; MATH&107

Sherry Cmiel moved to recommend transcription for these courses, with John Falskow seconding the motion. These courses, which are currently being offered, have gone to the chairs of their respective programs or departments, and all questions have been addressed. **Motion carried.**

b. Re-organization of CC reps – position 10

This is an informational item only. Due to the reorganization of Transitional Studies, there will no longer be separate positions for ABE and Transitional Studies; Darlene Rompogren now represents the new C&TS (Communication and Transitional Studies) division. Barb will send out a new organizational chart to all CC members.

c. Committee Reviews

Barb explained that we need input on what really needs to come before the Curriculum Committee, that is, what we need or don't need to look at (class caps are one example). John Falskow suggested that small changes such as class caps could be done by report rather than having to go through Curricunet and then CC. Barb agreed, saying that we could take care of some of these non-substantive changes administratively and then list them as a notification item on the CC agenda. Tod Treat added that this is about making CC discussions of courses more appropriately about program-level ideas rather than about minor edits. Phil Hunter suggested that courses that are being CAPped (with minor changes) don't need to be discussed one at a time, and prerequisite or outcomes changes could go through Curricunet but may also not need to be discussed individually at CC meetings. Tod added that discussions of fair and moderate extensions should stay within the department, with only the more substantive changes coming through CC. Barb will email a list of discussion points prior to the March CC meeting; Tod will coordinate with her on the

discussion topics as well.

d. FYI Administrative changes to SMG courses

These are the Invista courses on Supervision & Management; this is just a minor fix—the number of credits should be three, not five.

e. Discussion on Competency Based Curriculum

Faculty members have been exploring ways to improve our course offerings. One trend is competency-based courses. Barb asked if this is something we should look at further. Char Gore explained that in this type of course, the seat time is different; rather than basing credits on seat time (such as a set ten-week period), once a student has met the competency requirement, the credit is granted, regardless of the amount of time taken to master the skill. Tod further explained that this better integrates assessment (CMATH is a good example of how this works). Steve Ashpole noted that some schools are 100% competency-based, but we can't live in both worlds; it would be too complicated. Greg Ferencko added that some courses are more amenable to this, such as CMATH, and some aren't. Tod commented that the "messy middle" (between both worlds) is the most meaningful and has the most potential. John Falsko, noting that competencies seem similar to outcomes, wondered what the difference between them is. Barb asked the committee if we should continue this discussion at a future meeting, and John F. suggested that we all go back and talk to our respective departments about this and then continue the discussion at a future CC meeting.

f. Other Business

(None.)

g. Concerns

(None.)

There being no other items to discuss, the meeting was adjourned at 4:00.

Minimal submission date	Proposals thru CCNet	Curriculum meeting
February 12, 2015	February 23, 2015	March 2, 2015
March 16, 2015	March 30, 2015	April 6, 2015
April 16, 2015	April 27, 2015	May 4, 2015

May 14, 2015	May 22, 2015	June 1, 2015
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