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| **Curriculum Committee Minutes** | http://www.curricunet.com/tacoma/images/tacomaReportLogo.jpg |

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| **Meeting Date** | **Meeting Time & Location** |
| Monday October 3, 2016 | 2:30 pm Board Room Building 12 |

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| **Chair** | **Vice-Chair** | **Recording Scribe** |
| Barbara Peterson | Phil Hunter | Darlene Rompogren |

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| **Agenda Items**  **1. Members Present:** Barbara Peterson, Dave Howard, Mike Mixdorf, Char Gore, Mary Jane Oberhofer, John Falskow, Greg Ferencko, Phil Hunter, Craig Cowden, Jeff Calkins, Darlene Rompogren, Heather Gillanders, Mary Knutson (alternate for Betsy Abts), Colleen Spezia, Jamie Traugott, Carroll Ferguson, Linda Downing, Sean Van Dommelen, Tod Treat. **Guests Present:** Jonathan Eastabrooks, Sergio Hernandez, Staci Snyder, David Almeida, Allison Muir, Wendi Fein, Liz Fortenbery, Allen Braden, Melissa Adams, Matthew Mburu, Christina Jobe, Amunoo Mohamed, Mary Pedersen, Tomas Ramos, Kristina Young  **2. Minutes from 6.6.16 meeting:** Motion to approve: Phil Hunter. Second: Char Gore. The June minutes were approved without discussion.  **3. Additional agenda items:** None. |
| **4. TABLED Courses**  **NONE** |
| **6. Provisional Approval (Update)**  **NONE** |
| **7. DELETED Courses**  **EAP 192 The American Accent**  **HUM 111 Reading Popular Fiction**  **SOC 247 Media, Politics and Society**  **Motion:** Char Gore. **Second:** Mike Mixdorf. These are all courses that are no longer offered. **Motion carried.** |
| **8. UPDATED Courses**  **BIOL& 160 General Cell Biology**  **Motion:** Phil Hunter. **Second:** Char Gore. Phil Hunter explained that this update is to adjust the repeatability for this course from 2 to 1. The implementation date will be Winter Quarter 2017. **Motion carried.**  **EAP 092 Grammar and Speaking II**  **Motion:** Char Gore. **Second:** Craig Cowden. Darlene Rompogren explained that this update is to adjust the prerequisite due to the deletion of EAP 91. **Motion carried.**  **EMC 131 Paramedic Clinical II**  **EMC 132 Paramedic Clinical III**  **Motion:** Char Gore. **Second:** Jeff Calkins. Char Gore explained that this update is to change the credit hours to reflect the actual clinical (hospital) and field (medic unit) hours. **Motion carried.**  **ENGL 242 Contemporary Non-Western Literature**  **ENGL 271 Contemporary American Fiction**  **ENGL 299 Independent Study**  **Motion:** John Falskow. **Second:** Jeff Calkins. Allen Braden explained that the course objectives for ENGL 242 & 271 were combined and the PLO’s were updated, and ENGL 242 has been changed from 1 credit to 1-5 (variable) credits. Barb Peterson further noted that ENGL 242 has both W (Writing Intensive) and M (Multicultural) designations and that the last part of ENGL 271 Course Outcome #1 had been deleted. Phil Hunter said that the M and W designation should be applied to both ENGL 242 and ENGL 271. **Motion carried.**  **HIST 231 American History, American Film**  **HIST 244 The 1960s**  **HIST 249 America and the Rise to Globalism**  **HIST& 214 Pacific NW History**  **Motion:** Char Gore. **Second:** Mike Mixdorf. Liz Fortenbery explained that the updates to these courses were to add English 101 as a prerequisite since these are all 200-level courses. The repeatability for these courses should also be set at 1. **Motion carried.**  **HUM 285 The City**  **Motion:** John Falskow. **Second:** Phil Hunter. Allen Braden explained that this was an update of the PLO’s and that the repeatability should be set at 1 for this course. Craig Cowden asked if the repeatability should be higher than 1 since the course could focus on different cities in different quarters—shouldn’t students be able to take the course again but with a special notation on their transcripts? Colleen Spezia answered that it may be possible but she would need to check with the Registrar. Barb Peterson decided that the Committee would consider the course as moved today and then consider the special notation at a future meeting. **Motion carried.**  **POLS& 202 American Government**  **POLS& 203 International Relations**  **Motion:** Char Gore. **Second:** Phil Hunter. Liz Fortenbery explained that this update is to change the prerequisite to English 101 and add a patch for Running Start students. **Motion carried.**  **PSYC 202 Biopsychology**  **PSYC 205 Introduction to Personality**  **Motion:** Craig Cowden. **Second:** Dave Howard. Craig Cowden explained that this update is to change to English 101 as a prerequisite or co-requisite. **Motion carried.**  **SOC& 201 Social Problems**  **Motion:** Craig Cowden. **Second: Heather Gillanders.** Craig Cowden explained that this update is to change to English 101 as a prerequisite or co-requisite. **Motion carried.** |
| **9. NEW Courses**  **ABE 082 Applied Math I**  **ABE 083 Applied Math II**  **ABE 084 Pre-Algebra**  **ABE 085 Introduction to Elementary Algebra**  **ABE 095 Intermediate Algebra**  **Motion:** Char Gore. **Second:** Mary Jane Oberhofer. Wendi Fein explained that this update is to align these courses with DevEd Math and to reduce the number of pre-Math-95 levels from 5 to 4. She also noted that the prerequisite for ABE 082 will be adjusted at a future Curriculum Committee meeting and that the CIP codes will be added also. **Motion carried.**  **CPT 201 Intermediate Web Development**  **CPT 290 Web Development Teams**  **Motion:** Phil Hunter. **Second:** Char Gore. David Almeida explained that these courses are for the Computer Technology Program at WCCW. The minimum grade is set as D to keep these courses as open as possible; they are designed on the cohort model. **Motion carried.**  **IT 249 Database Programming**  **IT 282 Database Management Capstone**  **Motion:** Mary Jane Oberhofer. **Second:** Mike Mixdorf. Sergio Hernandez explained that these are database-focused classes for the Networking and Cybersecurity Program. **Motion carried.** |
| **10. Review of existing DEGREES and/or CERTIFICATES**  **Associate in Pre-Nursing (DTA/MRP) Associate in Pre-Nursing Transfer Degree (DTA)**  **Motion:** Char Gore. **Second:** Mike Mixdorf. Char Gore explained that this review was a cleanup of details (updating the number of credits). **Motion carried.**  **Medical Billing Specialist (ASP/APT)**  **Motion:** Char Gore. **Second:** Mike Mixdorf. Jonathan Eastabrooks explained that this review was to adjust the number of options, update the URL, and remove the description of the internship. **Motion carried.** |
| **11. PHASE ONE Reviews: None.** |
| **12. PHASE TWO Reviews**  **Honors Distinction Pathway**  **Motion:** Char Gore. **Second:** Dave Howard. Kristina Young explained that this proposal meets TCC’s core values and offers a pathway of articulation to the University of Washington, Tacoma. The creation of this pathway will involve changing some sections of some courses, not adding new courses. Phil Hunter expressed concern for students who don’t meet the GPA requirement (the entrance and completion requirement is a GPA of 3.5). Tod Treat recommended that the Curriculum Committee approve the motion with a caveat rather than tabling it so that the development of this Honors Distinction degree can move forward. Barb Peterson then noted that the motion currently on the floor was to approve the proposal and asked if the Committee members were comfortable with approving it in general with the details to be worked out later. Phil Hunter then moved to amend the proposal to include a request that the Honors committee review the entrance, maintenance of good standing, and graduation requirements and then report back to the Curriculum Committee afterward. **Amended motion carried.** |
| **12. Program Course Review for Content (5 year review-for information only-no action needed)**  **NONE** |
| **13. Other Business**  **a. Review of degrees and certificates**  **b. State Board degree decision**  Barb Peterson noted that a review of Degrees and Certificates and the State Board’s decision about degrees will be addressed at the November Curriculum Committee meeting. Phil Hunter further noted that there is an issue with dozens of courses that the Curriculum Committee updated last year still not appearing in CTCLink. He recommended that representatives of each department or area check their courses and notify the responsible person if they find any missing. |
| **14. Announcements:** Barb Peterson pointed out the timeline for submission of new or updated courses (listed below) and asked the Curriculum Committee members to let their colleagues know that the deadline for Winter course updates or creations has passed since the Winter Quarter program of studies has already been completed and published. |

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| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Important Curriculum Dates for 2016-2017 | | | |  | | |  |  |  |  | | --- | --- | --- | --- | | Submit CNet Deadline | Through Curricunet | Agenda Published | Curriculum Meeting | | October 24, 2016 | October 28, 2016 | October 31, 2016 | November 7, 2016 | | November 17, 2016 | November 22, 2016 | November 28, 2016 | December 5, 22016 | | January 23, 2017 | January 27, 2017 | January 30, 2017 | February 6, 2017 | | February 17, 2017 | February 24, 2017 | February 27, 2017 | March 6, 2017 | | March 20, 2017 | March 24, 2017 | March 27, 2017 | April 3, 2017 | | April 17, 2017 | April 21, 2017 | April 24, 2017 | May 1, 2017 | | May 22, 2017 | May 26, 2017 | May 30, 2017 | June 6, 2017 | |  |  |  |  | | | | |  | |  |  | | | | |  | |  | |  |  | | |  | |  | | | |  | |