

Curriculum Committee Minutes



Meeting Date		Meeting Time & Location																	
February 2, 2009		3:00pm – Building 27, Room 120																	
Chair	Co-Chair	Recording Secretary																	
Dr. Barbara Peterson, Instructor, Human Services Program	Dr. Dave Howard, Counselor, Counseling/Advising	Jamie Palermo Curriculum Coordinator																	
Members Present																			
Barbara Peterson, Chair Dave Howard, Co-Chair – Counseling Mike Mixdorf – Health, Justice & Human Services Susan Schneider – Business Robert Hijjiya – Humanities Greg Ferencko – Math Bernard Comeau – Social/Behavioral Sciences		Jeff Bonnell – Professional Technical Rachel Goon – Library Rosalie Robinson – ABE Colleen Spezia – ad hoc Mary McCabe – ad hoc Jamie Palermo – Recording Secretary/Curriculum Coordinator																	
Guests Present																			
Annalee Rothenberg Mary Skinner																			
Agenda Items																			
<p>1. Approval of minutes – <u>December 1, 2008</u> Rachel Goon made a motion to approve these minutes, and seconded by Susan Schneider.</p> <p>2. Approval of agenda Rachel Goon requested to add a section to the agenda about the feasibility of infusing more multicultural content throughout the curriculum, a discussion originally held at the President’s Council on Equity and Diversity. Agenda was approved with this change.</p> <p>3. TABLED Courses from last meeting</p> <table> <tr> <td>ADJ-112</td> <td>Child Abuse & Domestic Violence</td> </tr> <tr> <td>HSP-130</td> <td>HOPE Treatment & Recovery</td> </tr> <tr> <td>READ-101</td> <td>Literature Circle</td> </tr> </table> <p>Note: These three courses were tabled at the last meeting and have not been re-submitted for this meeting.</p> <p>4. DELETED Courses</p> <table> <tr> <td>ADJ-140</td> <td>ADJ-211</td> </tr> <tr> <td>ADJ-202</td> <td>ADJ-212</td> </tr> <tr> <td>ADJ-204</td> <td>ADJ-213</td> </tr> <tr> <td>ADJ-205</td> <td>ADJ-240</td> </tr> <tr> <td>ADJ-209</td> <td>SOC-240</td> </tr> </table> <p>Motion was made by Rachel Goon to approve the deletion of these courses, and was seconded by Jeff Bonnell. Motion unanimously carried.</p>				ADJ-112	Child Abuse & Domestic Violence	HSP-130	HOPE Treatment & Recovery	READ-101	Literature Circle	ADJ-140	ADJ-211	ADJ-202	ADJ-212	ADJ-204	ADJ-213	ADJ-205	ADJ-240	ADJ-209	SOC-240
ADJ-112	Child Abuse & Domestic Violence																		
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ADJ-209	SOC-240																		

5. UPDATED Courses

BUS&-101	Intro to Business (Prerequisite)
BUS-110	Business Math (Prerequisite)
BUS-163	Management Principles and Organizational Systems (Prerequisite)
BUS-164	Leadership & Human Relations (Prerequisite)
BUS-240	Marketing and Business Development (Prerequisite)

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

EDP-112	Creative Arts & Literacy In Early Childhood Education (Title, Prereq, Desc, Course Obj)
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Motion was made by Dave Howard to approve this updated EDP course, and seconded by Rosalie Robinson.

Motion unanimously carried.

MO-140	Medical Transcription I (Course Objectives)
MO-141	Medical Transcription II (Prerequisite, Course Objectives)
MO-142	Medical Transcription III (Prerequisite, Course Objectives)

The committee had concerns with the description and prerequisites for these courses not showing progression. Also, the "Communication" CWLO has not been checked in space 8 of the CP forms, yet it has been used on several course objectives for all three courses. With the number of questions asked by the committee and due to the lack of participation from the originator of these course changes, the committee felt it was necessary to **TABLE** them. Motion was made by Jeff Bonnell to **TABLE** these updated MO courses, and was seconded by Rachel Goon. **Motion unanimously carried to TABLE these courses.**

6. OTHER Committee Business

- a. **AAS Degree Requirement Policy Change** - Rachel Goon attended the last President's Council on Equity and Diversity, and part of the discussion revolved around the feasibility of infusing more multicultural content throughout the curriculum, in order to make it available to more students. There was even a discussion of perhaps creating more M-designated courses at the 100 level, or perhaps creating special M-designated sections of ENGL-100. The committee didn't feel that this forum was where these decisions were to happen. Last year the M-courses were cleaned up and now the policy is highly regulated when it wasn't before, so it should be up to the departments and how they proceed in creating M-designated courses or changing current courses to comply with the M-designation policy.

The Curriculum Committee would like to see the AAS degree requirements become more uniform with all the other degree requirements. Therefore, the committee would like to recommend an AAS degree requirement policy change to the Instructional Council that at least one course applied to the degree must be from the list of approved multicultural courses in the Approved Distribution Course List.

Motion was made by Greg Ferencko to approve this recommended AAS degree requirement policy change to the Instructional Council, and was seconded by Rachel Goon. **Motion unanimously carried.**