



Notice of Regularly Scheduled Meeting
May 1, 2018 - Tuesday
3:00 PM
HU 102 (TECC)

Call to Order @ 3:04pm

Members Present:

Ms. Cheryl Aschenbach
Mr. Christopher Baker
Ms. Roxanna Haynes
Ms. Shawn Hubbard
Ms. Susan Kelley-CSEA Alternate
Mr. Chad Lewis
Ms. KC Mesloh
Ms. Susan G. Mouck
Mr. Orlando Shannon, Vice Chair
Ms. Alison Somerville, Articulation Officer, Chair

Members Absent:

Dr. Larry Buckley, Interim Vice President of Academic Services
Ms. Laura Greer
Mr. Jacob Hibbitts-ASB Representative
Ms. Christi Myers
Ms. Fran Oberg
Mr. Tom Rogers

Guests:

Dr. Shuntay Taylor
Ms. Carrie Nyman

1. **Agenda Approval (Mouck/Shannon: MSCU)**
2. **Approve Meeting Minutes: April 17, 2018 meeting (Mouck/Hubbard: MSCU)**
Information only: March 20, 2018 Approved Minutes
3. **Action taken by Curriculum Subcommittee**
 - A. **AT 72 Engine Repair and Machining Short Block**
Approved change in textbook. Less cost to the students.
~~Chris Hadfield, Today's Technician: Automotive Engine Repair & Rebuilding, Classroom Manual and Shop Manual, 5th Edition, Cengage~~
~~ISBN 9781305274976 E-Book with Mindtap Code~~
~~ISBN 9781305274983 Printed Version with Mindtap Code~~
Goodnight; VanGelder; Master Service Technician Series: Automotive Engine Repair, 2017, Paperback, ISBN# 9781284101980

Effective: Spring 2019

B. AT 74 Engine Repair and Machining Cylinder Heads

Approved change in textbook. Less cost to the students.

~~Chris Hadfield, *Today's Technician: Automotive Engine Repair & Rebuilding, Classroom Manual and Shop Manual*, 5th Edition, Cengage~~

~~ISBN 9781305274976 E-Book with Mindtap Code~~

~~ISBN 9781305274983 Printed Version with Mindtap Code~~

~~Goodnight; VanGelder; *Master Service Technician Series: Automotive Engine Repair*, 2017, Paperback, ISBN# 9781284101980~~

Effective: Spring 2019

C. CD 11 Observation and Assessment

Approved update in textbook edition.

~~Nilsen, Barbara Anne, *Week by Week; Plans for Documenting Children's*~~

~~*Development*, Delmar Wadsworth, 67th edition, 2013 ISBN: 9781133605577-13-9781305501003 or 10-1305501004~~

Effective: Fall 2018

D. CD 15 Preschool Administration

Approved update in textbook edition

~~Hearron and Hilebrand, *Management of Child Development Centers*, 7th-ed.,~~

~~2010, 8th edition, 2015, Merrill/Prentice Hall Pearson Education, ISBN: 13-978-0137029440-9780133571189 or 10: 0133571181.~~

Effective: Fall 2018

E. MATH 101 Basic Mathematics

Reviewed for IPR with no recommended changes

F. MATH 40 Elementary Statistics

Approved change in Textbook for Traditional classroom delivery.

~~Allen G. Bluman, *Elementary Statistics*, 98th edition, 2014, McGraw-Hill, ISBN: 9780077477981-9780073534985~~

Effective: Fall 2018

G. MATH 7 Trigonometry

Approved change to an OER textbook.

~~Lial, Hornsby and Schneider, *Trigonometry*, 8th Edition, 2004, Addison Wesley Publishing, ISBN: 9780321227362~~

~~Open Educational Resource Textbook: *PreCalculus*, Jay Abramson Senior Contributing Editor, Openstax, 2017, Available in class Canvas section (free), online (free at <https://openstax.org/details/books/precalculus>) or LCC Bookstore (minimal cost for printing).~~

Effective: Fall 2018

4. Action

- A. **BUS 2, 10, 22, 27, CHEM 1A & 1B, MATH 7 & SPCH 1 (Lewis/Haynes: MSCU)**
Approve adding to the description “This course uses a free Open Educational Resource Textbook.”
- B. **General Education Area B Social and Behavioral Science (Mesloh/Shannon: MSCU)**
Approved adding PSY 33 Psychology of Personal and Social Adjustment
Effective: 2018-2019 Catalog
- C. **General Education Area D2 Communications and Analytical Thinking (Mesloh/Shannon: MSCU)**
Approved removing SPCH 1 Fundamentals of Speech.
Effective: 2018-2019 Catalog
- D. **General Education Area E2 Physical Activities (Mesloh/Shannon: MSCU)**
Approved add AGR 22 Rodeo Skills
Effective: 2018-2019 Catalog
- E. **ART 43A, Beginning Jewelry Design Hand Building, 43B Beginning Jewelry Design Casting, 43C Intermediate Jewelry Design, 43D Advanced Jewelry Design (Mesloh/Baker: MSCU)**
Approved changing the material fee for \$10 to \$25. Increase in material costs.
Effective: Spring 2019
- F. **CA 31 Computer Applications I (Haynes/Lewis: MSCU)**
Approved course for hybrid delivery.
Hybrid Evaluation:
A combination of traditional classroom and online evaluations will be used. Traditional Classroom: exercises/assignments, objective examinations and essay examinations. Online delivery: exercises/assignments, online quizzes and exams, essay forum postings, and chat rooms.
Hybrid Delivery:
A combination of traditional classroom and online instruction will be utilized. Each semester 6 lecture hours will be taught face-to-face, 11 lecture hours will be taught online, 17 lab hours will be taught face-to-face and 34 lab hours will be taught online by the instructor through the technology platform adopted by the District. Traditional class instruction will consist of exercises/assignments, lectures, visual aids, and practice exercises. Online delivery will consist of exercises/assignments, lecture posts, discussions, adding extra resources and other media sources as appropriate.
Effective: Fall 2018
There is a concern with online lab that it will be used for the student’s to do their homework.
- G. **DS 155 Adaptive Aquatics for the Physically Limited (Mouck/Mesloh: MSCU)**
Approved reactivation of course. Change in description, hours, objectives and content, limit class size to 15, add SLO’s, add to evaluation and supplies.

Course Description

This course is designed to give adapted physical education students, including students with a need for rehabilitation and students with chronic medical diagnoses or permanent disabilities, an opportunity to improve strength, cardiovascular endurance, flexibility, balance, and/or gait through aquatic skills and movement. A \$32 fee will be charged at registration to cover the cost of aquatic facility usage.

Effective: Summer 2018

Revise the description as above and remove the “cost for students at \$4 per class session” on page 3 of course outline.

H. DS 155 Adaptive Aquatics for the Physically Limited (Mouck/Mesloh: MSCU)

Approved assigning the disciplines of:

Physical Education-Adaptive, Specialized Instruction for Students with Disabilities-Non-Credit, Disabled Students Program & Services-Credit Instructor.

Effective: Summer 2018

I. DS 158 Developmental Studies: Adaptive Arts and Crafts (Mouck/Mesloh: MSCU)

Approved change in hours and limit class size to 23.

Effective: Fall 2018

J. MATH 1A Analytic Geometry and Calculus I (Mouck/Aschenbach: MSCU)

Approved course to be Web-enhanced.

Effective: Fall 2018

K. MATH 1A Analytic Geometry and Calculus I (Mouck/Aschenbach: MSCU)

Approved changes to course description, objectives, content, and textbook for Web-Enhanced.

Effective: Fall 2018

L. MATH 1B Analytic Geometry and Calculus II (Mouck/Aschenbach: MSCU)

Approved course to be Web-enhanced.

Effective: Fall 2018

M. MATH 1B Analytic Geometry and Calculus II (Mouck/Aschenbach: MSCU)

Approved changes to course description, objectives, content, and textbooks for Web-enhanced.

Effective: Fall 2018

N. MATH 1C Analytic Geometry and Calculus III (Mouck/Aschenbach: MSCU)

Approved course for Web-enhanced.

Effective: Fall 2018

O. MATH 1C Analytic Geometry and Calculus III (Mouck/Aschenbach: MSCU)

Approved changes to course description, objectives, content, and textbook for Web-enhanced.

Effective: Fall 2018

P. MATH 60 Intermediate Algebra (Mouck/Aschenbach: MSCU)

Approved course to be Web-enhanced.

Effective: Spring 2019

Q. MATH 60 Intermediate Algebra (Mouck/Aschenbach: MSCU)

Approved changes to course description and textbook for Web-enhanced.

Effective: Spring 2019

R. MATH 102 Pre-Algebra (Mouck/Aschenbach: MSCU)

Approved course to be Web-enhanced.

Effective: Spring 2019

S. MATH 102 Pre-Algebra (Mouck/Aschenbach: MSCU)

Approved changes to course description and textbook for Web-enhanced.

Effective: Spring 2019

T. MATH 103 Elementary Algebra (Mouck/Aschenbach: MSCU)

Approved course to be Web-enhanced.

Effective: Spring 2019

U. MATH 103 Elementary Algebra (Mouck/Aschenbach: MSCU)

Approved changes to course description and textbook for Web-enhanced.

Effective: Spring 2019

V. PHYS 2A General College Physics I (Mouck/Aschenbach: MSCU)

Approved course to be Web-enhanced.

Effective: Fall 2018

W. PHYS 2A General College Physics I (Mouck/Aschenbach: MSCU)

Approved changes to course description and textbook for Web-enhanced.

Effective: Fall 2018

X. PHYS 2B General College Physics II (Mouck/Aschenbach: MSCU)

Approved course to be Web-enhanced.

Effective: Fall 2018

Y. PHYS 2B General College Physics II (Mouck/Aschenbach: MSCU)

Approved changes to course description and textbook for Web-enhanced.

Effective: Fall 2018

Z. SPCH 1 Fundamentals of Speech (Aschenbach/Mesloh: MSCU)

Approved changed to course title, course description, objective, content, assignments, evaluation and delivery.

Effective: Fall 2018

AA. VN 50 Pharmacology (Mouck/Hubbard: MSCU)

Approved course to be Web-enhanced.
Effective: Fall 2018

BB. VN 51 Nursing Fundamentals(Mouck/Hubbard: MSCU)

Approved course to be Web-enhanced.
Effective: Fall 2018

CC. VN 52 Clinical Lab 1(Mouck/Hubbard: MSCU)

Approved course to be Web-enhanced.
Effective: Fall 2018

DD. VN 53 Adult Nursing Theory (Mouck/Hubbard: MSCU)

Approved course to be Web-enhanced.
Effective: Fall 2018

EE. VN 54 Clinical Lab II (Mouck/Hubbard: MSCU)

Approved course to be Web-enhanced.
Effective: Fall 2018

FF. VN 55 Nursing Leadership and Professional Development (Mouck/Hubbard: MSCU)

Approved course to be Web-enhanced.
Effective: Fall 2018

GG. VN 56 Clinical Lab III (Mouck/Hubbard: MSCU)

Approve course to be Web-enhanced.
Effective: Fall 2018

HH. VN 57 Maternity Nursing (Mouck/Hubbard: MSCU)

Approved course to be Web-enhanced.
Effective: Fall 2018

II. VN 58 Pediatric Nursing (Mouck/Hubbard: MSCU)

Approved course to be Web-enhanced.
Effective: Fall 2018

JJ. VN 59 IV Therapy and Blood Withdrawal (Mouck/Hubbard: MSCU)

Approved course to be Web-enhanced.
Effective: Fall 2018

KK. VN 60 NCLEX Review (Mouck/Hubbard: MSCU)

Approved course to be Web-enhanced.
Effective: Fall 2018

5. Discussion

A. Last term courses were offered.

Revise the list to show only classes that have not been offered in the last five years.

Develop a process to inactivate a course

B. Hours & Units Policy

Revise the policies to make them our own

We need to have the outside hours on the course outlines

Bring back for action

C. Textbook Policy

Has already been approved by the senate. Minor adjustment to clarify use of the same textbook by instructors in the same modality. Policy needs to become an AP also not just in the faculty handbook.

6. Future Dates

Curriculum/Academic Standards Meeting 2017-2018 Schedule for First and Third Tuesdays at 3:00 PM in HU 102 (TECC)

Note: Additional meetings may be scheduled as needed.

Spring

May 15th

Information

Reminder: The following instructional programs are due. Curriculum Review (course outlines) should be done early in the process.

Instructional Program Reviews Due

Administration of Justice Sept 2018

Agriculture – Sept 2014, 2016, 2018

Allied Health – Sept 2017

Automotive Technology Sept 2018

Basic Skills – Sept 2017

Business Sept 2018

Child Development-Sept 2016, 2018

Digital Graphics - 2018

Human Services-Sept 2015, 2017

Humanities-Sept 2016

Gunsmithing – Sept 2017

Mathematics/Natural Science - Sept 2018

Physical Education – Sept 2018

Welding – Sept 2017

Any Person Having Business Not on the Agenda

Adjournment @ 3:47 (Baker/Lewis: MSCU)

Future Agenda

Adding Art 21 to Studio Arts degree