

Curriculum Committee

January 28, 2011

Minutes

BH 140 1:00 p.m.

Members present: Kathy Hughes (chairperson), Bill Roope, Pete Wade, Phil MacGregor, Sue Justis, Carole Bergin, Janice Alexander, Rick Halverson, Brenda Hanson, Pat Pezzelle, Lynn Farris, and Brenda Rudolph.

Others present: Cindy Kiefer, Brad Eldredge, Nancy Clawson, Sharon Nau, Dan Voermans, Marlene Stoltz, George Shryock, Susie Burch, Mary Jordt, Jessica Hopkins, and Tom Jay.

- **Approval of December 9, 2010, minutes - APPROVED**

Pete Wade moved to approve, and Phil MacGregor seconded the motion. The minutes were unanimously approved.

Action Items

- **Graduation Requirement waivers - TABLED**

Due to changes in the Natural Resources program and TAA funding, nine students have requested to graduate with 61 credits instead of the required 64 credits. It will be a one-time only situation. George Shryock recommended students challenge NR 100 at no cost to them. Pete Wade will discuss further with Christina Relyea. Rick Halverson moved to table, Phil MacGregor seconded the motion, and it was tabled. Pete Wade abstained.

- **EDU 294 Picasa Program for Indian Education (pilot) - APPROVED**

Pat Pezzelle said this course is another professional development offering for the Libby school district. Seventy students completed the last professional development course approved in fall 2010. If the course is a 200 level, the school district counts it toward movement on the pay scale, as well as for CEUs. Phil MacGregor moved to approve, Pat Pezzelle seconded, and the course was unanimously approved.

- **XXX Conquering the Digital Divide (new) - TABLED**

Pete Wade discussed the course, as it will probably fall under the math and science division. Phil MacGregor thought it looked similar to CAPP 120. Dan Voermans recommended it be CSCI 215. After further discussion, Sue Justis moved to table. Janice Alexander seconded the motion, and it was a unanimous vote to table.

- **Program Review**

- **Chemistry transfer**

Tom Jay said seven programs would be reviewed during spring 2011 semester. The chemistry review generated a lot of discussion about other issues. Tom said the chemistry review was recommended with minor modifications. It was very well written, had great documentation, and an excellent summary. The financial spreadsheet works well with transfer programs. Tom also recommended that Kathy Hughes appoint an ad hoc committee to review the new process, which has been in effect now for four semesters. Kathy supported the idea, and asked for volunteers, including a chair. Tom volunteered to chair the committee. A discussion followed about outcomes, assessment, and additional faculty. Pete Wade moved to approve the chemistry transfer program review, and Brenda Hanson seconded. It was approved. Janice Alexander abstained.

Discussion Items

- Time to Degree survey results

Brad Eldredge showed a PowerPoint of the survey results done through Survey Monkey in fall 2010. He surveyed the most recent graduating class and had a decent response rate of over

150 students. He asked how long they had been here. Fifty-seven percent were here three years or fewer; the rest took longer. Three years is the national benchmark. He also compared it to the Noel-Levitz survey. He will email the link to the committee to access additional information.

- Assessment Specialist position

Jessica Hopkins explained that her position is funded through Title III and discussed her responsibilities, which include working on faculty development programs through the Teaching Excellence Center (TEC) and classroom assessments. She talked about the results of the survey she conducted regarding programs offered through the TEC and the recent open house she held. Adjuncts preferred programs on course planning and developing teaching styles. Full-time faculty preferred programs on teaching interdisciplinary courses and sustaining a passion for teaching. Kathy said Jessica will take Lynn's place (student ability outcomes) on the progress form for course proposals. Jessica will work with Brad Eldredge, Susie Burch, and Janice Alexander on accreditation and getting the faculty assessments on WEAVE.

- Pat Pezzelle asked the division chairs to discuss with their online faculty what they want to teach in summer and fall for online offerings, so the LCC staff can prepare developmental shells for instructors to work on prior to registration.