

Agenda  
LCC Curriculum Committee Regular Meeting  
Friday, September 29, 2017 10:00 am  
AH Building/ Nursing Dept. Conference Room

**I. Call of Meeting to Order and Establishment of Quorum**

- A. Roll Call
- B. Establishment of Quorum

**II. Approval of Agenda**

**III. Approval of Minutes from last Meeting**

**IV. Informational/Discussion Items:**

- A. General Meeting Discussion
  - a. By-laws of Curriculum Committee (CC)
  - b. Discrepancies between catalog and website
- B. New programs and updates
  - a. Dr. Roybal - Changes to the General Studies Associates Degree
  - b. Registrar- Automotive Technology Certificate
    - i. The practicum course was never approved by CC therefore this course will revert back to the AUTO 295 - Capstone for 1 credit hour
  - c. Registrar- Pre-Engineering Program
    - i. CS 121 cannot be used as an elective it is considered a program requirement and cannot be double counted
- C. Discussion with Registrar
  - a. Course Substitutions (timeline and language changes)
  - b. Catalog of Record (moving forward for benefit of the student - no policy exists)
  - c. Course proposal/change/update form
  - d. Catalog Year - time line and deadline for proposed changes
  - e. Remedial courses in program requirements
  - f. Language on Catalog of Record (for moving forward if it benefits the student - process for that)

**V. Action Items**

- A. Formal Process for program changes/updates/deletions (attached form)
- B. Vote on approving/ amending CC bylaws

**VI. New or Follow-up Items for Next Meeting's Agenda**

**VII. Adjournment meeting**