

Curriculum Committee Meeting
Monday, August 12, 2019, 1:00 pm
AH Bldg. -

Present: Joy Shrum, Susan Grogan, Geraldine Saavedra, Gene Sandoval, Reyes Coca, Jacqueline Romero, Betsy Sanchez and Mary Duran (Liaison)

Call to Order. Susan Grohman called the meeting to order at 1:07 pm

Approval of Agenda. Gene Sandoval entertained a motion to approve the agenda with requested amendments; motion was seconded by Reyes Coca. All were in favor - motion carried.

Approval of Minutes - May 15, 2019. Joy Shrum entertained a motion to approve the minutes with a minor correction; motion was seconded by Gene Sandoval. All were in favor - motion carried.

Informational/ Discussion Items:

General meeting discussion

Registrar -

- **Addendum deadline for catalog** - Geraldine Saavedra reminded everyone present: anything needing to go through the curriculum committee for catalog addendum must be in by October 25, 2019, due to the fact the changes need to be in by January 6, 2020.
- **Spring Schedule** - Geraldine advised the group that schedules must be into the Office of the Registrar by late September or early October in order to meet the deadline.

Department Discussions

Nursing

- **Changes to the NMNEC pre-requisite requirements**
 - Joy Shrum explained the changes to the Nursing Program requirements: Add MATH1350 to fulfill NM Gen Ed requirements. The changes have been mandated by NMNEC, our curriculum administrator in compliance with NM Gen Ed Common Core requirements. These changes will go into effect this Fall 2019.

The group requested that the description be added on the LCC Curriculum Proposal Request form before sending through for approval.

- Joy Shrum presented changes to the Nursing program requirements: Removal of BIOL2305 and BIOL2310 as options to fulfill the Basic Science requirement for NM Gen Ed Common core. The changes have been mandated by NMNEC, our curriculum administrator in compliance with NM Gen Ed Common Core requirements.

The group requested that the descriptions be added on the LCC Curriculum Proposal Request form before sending through for approval.

Business

- **Course Descriptions Revisions -**

- Reyes Coca advised that the Business course articulated descriptions need to be placed in the LCC 2019-2021 catalog and provided a packet of information to the Chair Susan Grohman including the LCC Curriculum Proposal Request form.
- **Reinstate Small Business Management Certificate**
 - Reyes Coca spoke on reinstating the Small Business Management Certificate. He noted that this certificate is in addition to the Business Management Certificate already offered. Unlike the present Business Management Certificate, this certificate is approved for financial aid, therefore requesting that the program be reactivated from suspension.

Action Items:

- Approval of NMNEC requirement changes for Nursing
 - Adding MATH1350 - Gene Sandoval entertained a motion to approve; motion was seconded by Reyes Coca. All were in agreement - motion carried.
 - Removal of BIOL2305 and BIOL2310 - Betsy Sanchez entertained a motion to approve; motion was seconded by Gene Sandoval. All were in agreement - motion carried.
- Business Course Description Revisions
 - Joy Shrum entertained a motion to approve; motion was seconded by Betsy Sanchez. All were in favor - motion carried.
- Small Business Management Certificate reinstatement
 - Gene Sandoval entertained a motion to approve; motion was seconded by Joy Shrum. All were in agreement - motion carried.

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

- Course Schedule
- Nursing Status

Next meeting - It was agreed by all that the next meeting would be scheduled sometime at the end of September - looking at a Friday.

Adjournment of Meeting. Chair Susan Grohman adjourned the meeting at 1:38 p.m. Betsy Sanchez entertained a motion to adjourn the meeting; motion was seconded by Joy Shrum. All were in agreement - motion carried.