

Curriculum Committee Meeting
Thursday, October 18, 2018
LCC Nursing Conference Room

Present:

Call of Meeting to Order.

- Susan Grohman called the meeting to order at 3:03 pm.
- Quorum established at 3:03 pm.

Approval of Agenda.

- Betsy Sanchez entertained a motion to approve the agenda; it was seconded by Gene

Approval of Minutes.

- October 9 2018 – Sara Vigil entertained a motion to approve the minutes with recommended changes; it was seconded by Betsy

Information/Discussion Items:

Catalog changes/revisions/suspensions

1) School of Business – Reyes Coca

- a) Curriculum Changes Creation of New Course – Entrepreneurship (3 credit hours) BUS153, Syllabus (approved and attached).
- b) Changes to Business Administration AAS – Add required course BUS153 Entrepreneurship, Following course changed from elective to required: MGMT218- Small Business Management.
- c) Changes to Accounting AAS – Credit hours from 26 to 46 - the following courses changed from electives to required: BUS105-Intro to Business, BUS153- Entrepreneurship, CSA217-Excel, ECON208- Principles of Macroeconomics, MGMT218-Principles of Small Business Management
- d) Susan – inconsistent credits for new course BUS153 needs to be corrected on documentation and resubmitted.

2) Education – Bella

- a) Suspend – Early Childhood Multicultural Education/Family, Infant, and Toddler Concentration AA - due to lack of enrollment – Susan-need enrollment data.
- b) Edits to catalog descriptions - Early Childhood Multicultural Education/Teach (Birth-Grade 3) Concentration AA – add required course – HIST220 History of New Mexico.
- c) Edit course numbers – Teacher Education AA – MATH1250 or MATH1220, replacing MATH180 College Algebra.
- d) Susan mention that “Multicultural” had been eliminated in the degree title, correct documentation and resubmit.

3) Humanities – Jason

- a) Criminal Justice Certificate - move PSYC101 Introduction to Psychology from elective to a required course. Add SPCH112 Interpersonal Communications as a required course.

- b) Criminal Justice AA – move PSYC101 Introduction to Psychology from elective to a required course. Add SPCH112 Interpersonal Communications as a required course.
 - c) New Course Introduction to Criminology – Tabled for now, not enough time to meet requirements to create. Planned for future addition. – Susan will Hold for now.
 - d) Susan returned paperwork to Jason for corrections – revise and resubmit with Pre & Post editions and resend to Susan.
- 4) STEM
- a) Course description changes to CIS150 and CSA150 Computer Fundamentals.
 - b) Change Video Game Design from AAS to Certificate – Remove Core and Add ENG106, MATH102 or higher as required courses, change to electives CSA150 Change Computer Fundamentals and MMC230 Introduction to Media Arts.
 - c) Fire Science AAS – Add Freshman Composition I and College Algebra.
 - d) Computer Science AAS – Remove core description and Add CSA150 Computer Fundamentals as required course.
 - e) Pre-Engineering AAS – Add CSA150 Computer Fundamentals as required course. Removed BIO201 Medical Microbiology and added BIOxxx Microbiology as required course. Corrected credit hours in general and program requirements.
 - f) Create new courses Windows Server I and Windows Server II – will be 200 level courses, students will be able to test for up to 3 Professional Certifications upon completion of both courses. Henrietta-we need syllabi for both courses. Susan-they will be on addendum list.
 - g) Suspension of Drafting Design, Electrical Engineering Technology, Video Game AAS, Fire Protection/Science due to no enrollment.
 - i) Francisco-EET program only one student, she is in teachout now. This is a non-viable degree.
 - ii) Fire Protection – last graduate was 2015-no current enrollment, non-viable degree.
 - iii) Drafting – last graduate 2015-no current enrollment, non-viable degree.
 - iv) Video Game Design changed to a stackable certificate due to lack of instructors, no current enrollment. Henrietta-status of VGD certificate, HED not approved yet.
- 5) Allied Health – Dr. Rael
- a) Allied Health AA – Added BIO217 & BIO218 Human Anatomy & Physiology I & II as required courses. Added new elective course AH110 Health Care Information Systems.
 - b) Allied Health Certificate – Added SPCH112 Interpersonal Communications as a required course. Added new elective course AH110 Health Care Information Systems.
 - c) Susan – send documents with red changes on final Certificate.
- 6) Dental – Gloria Pacheco
- a) Changes to Dental Certificate – Total credit hours=36 – change to description in catalog. Add BIO105 Biology for Non-Majors, BIO217 Human Anatomy & Physiology I, MATH102 Math Preparation & Pre-Algebra, CHEM105 Introduction to Chemistry as required courses. DENT119 Dental Terminology no longer required.
 - b) Course descriptions edited to be more concise-changes are highlighted. Susan-requested needs Pre and Post changes.
- 7) Vocational Studies – Not Present

- 8) General Studies – SaraVigil
- a) Accepting No additional General Studies AAS students-Trying to complete teachout. Henrietta concerned that if students are current General Studies majors they need to be able to complete their degree. Teachout has to be completed within 4 years.
 - b) It was suggested that current General Studies AAS majors be contacted by mail to inform them of the potential elimination of the degree program. It should be explained that this degree is not transferable to higher education institutes and it would benefit the student to change to the Liberal Arts Degree program, which is transferable.

Action Items

A. School of Business

- a. Vote to add new course BUS153 Entrepreneurship
 - i. Sara Vigil entertained motion to approve new course; it was seconded by Betsy Sanchez. Motion carried.
- b. Vote to approve changes to General Business AAS
 - i. Henrietta Maestas entertained motion to approve changes; it was seconded by Joy Shrum. Motion carried.
- c. Vote to approve changes to Accounting AAS
 - i. Betsy Sanchez entertained motion to approve changes; it was seconded by Sara Vigil. Motion carried.

B. Education

- a. Vote to approve changes to Early Childhood Multicultural Education/Teach (Birth-Grade 3) Concentration AA
 - i. Betsy Sanchez entertained motion to approve changes; it was seconded by Henrietta Maestas. Motion carried.
- b. Vote to approve changes to Teacher Education AA
 - i. Sara Vigil entertained motion to approve changes; it was seconded by Joy Shrum. Motion carried.
- c. Vote to suspend Early Childhood Multicultural Education/Family, Infant, and Toddler Concentration AA
 - i. Joy Shrum entertained motion to approve changes; it was seconded by Sara Vigil. Motion carried.

C. Humanities

- a. Vote to approve changes to Criminal Justice Certificate & AA moving PSYC101 Introduction to Psychology from elective to required
 - i. Betsy Sanchez entertained motion to approve changes; it was seconded by Sara Vigil. Motion carried.

D. STEM

- a. Vote to approve changes to Fire Science AAS
 - i. Sara Vigil entertained motion to approve changes; it was seconded by Joy Shrum. Motion carried.
- b. Vote to approve changing VGD from AAS to Certificate

- i. Sara Vigil entertained motion to approve changes; it was seconded by Joy Shrum. Motion carried.
 - c. Vote to Create new courses Windows Server I & II.
 - i. Betsy Sanchez entertained motion to approve changes; it was seconded by Reyes Coca. Motion carried.
 - d. Vote to suspend Drafting AAS, EET AAS, VGD AAS, Basic Electronic Certificate, Fire Science/Protection Certificate
 - i. Betsy Sanchez entertained motion to approve changes; it was seconded by Sara Vigil. Motion carried.
 - E. Allied Health
 - a. Vote to approve changes to Allied Health Certificate
 - i. Betsy Sanchez entertained motion to approve changes; it was seconded by Joy Shrum. Motion carried.
 - F. Dental
 - a. Vote to approve changes to Dental Certificate
 - i. Sara Vigil entertained motion to approve changes; it was seconded by Henrietta Maestas. Motion carried.
 - b. Vote to approve changes to course descriptions
 - i. Joy Shrum motion to approve changes; it was seconded by Sara Vigil. Motion carried.
 - G. General Studies
 - a. Vote to approve changes to General Studies AAS
 - i. Henrietta Maestas entertained motion to approve changes; it was seconded by Joy Shrum. Motion carried.

New or Follow-up Items for Next Meetings Agenda.

Next Meeting

- November 13, 2018 3:00 pm. Place TBA

Adjourn.

- Betsy Sanchez entertained a motion to adjourn the meeting at 4:44 pm; it was seconded by Joy Shrum. Motion carried.