



October 15, 2013 - Tuesday

3:00 PM

TECC - HU102

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**Meeting Called to Order at 3:00 pm**

**Present:**

Ms. Cheryl Aschenbach, Chair  
Ms. Elizabeth Elam  
Ms. Lisa Gardiner  
Mr. Kory Konkol  
Mr. Chad Lewis  
Ms. K.C. Mesloh, Transfer Center Assistant  
Ms. Susan G. Mouck, VP of Academic Services  
Ms. Toni Poulsen  
Ms. Debbie Shockley, Instructional Services Technician  
Dr. Tammy Robinson  
Ms. Alison Somerville, Articulation Officer, Vice Chair  
Ms. Stephney Stuart

**Absent:**

ASB Representative – Elizabeth Fernandez  
Ms. Fran Oberg  
Dr. Beatriz Vasquez

**Guests:**

Ms. Deborah Loeffler

1. **Agenda Approved (Gardiner/Elam: MSCU)**
2. **Approved Minutes from September 17, 2013 and October 1, 2013 (Elam/Poulsen: MSC w/2 Abstentions)**
3. **Action taken by Curriculum Subcommittee**
  - A. **ART-2 – Drawing**  
Approve changes in textbooks.  
Effective: Fall 2014.
  - B. **VN-52 – Clinical Lab I**  
Approve changes in textbooks.  
Effective: Spring 2014.
4. **Action**
  - A. **CHEM-1A – General Chemistry I (Poulsen/Gardiner: MSCU)**  
Approved revisions to course outline necessary to make course consistent with C-ID. Content Review for new Prerequisite will be submitted for approval at next meeting.  
Effective: Fall 2014.

- B. CHEM-1B – General Chemistry II (Poulsen/Gardiner: MSCU)**  
 Approved revisions to course outline necessary to make course consistent with C-ID. Content Review for new Prerequisite will be submitted for approval at next meeting.  
 Effective: Fall 2014.
- C. ENGL-4 – British Literature II (Gardiner/Elam: MSCU)**  
 Approved adding Hybrid delivery to course.  
 Effective: Fall 2014.
- D. GEOL-1 – Physical Geology (Elam/Mesloh: MSCU)**  
 Approved revisions necessary to make course consistent with C-ID.  
 Effective: Fall 2014.
- E. GEOL-5 – Historical Geology and Paleontology (Elam/Lewis: MSCU)**  
 Approved revisions necessary to make course consistent with C-ID.  
 Effective: Fall 2014.
- F. VN-50 – Pharmacology (Mesloh/Somerville: MSCU)**  
 Approved adding hybrid delivery to the course and changes in textbooks.  
 Effective: Spring 2014.
- G. VN-51 – Nursing Fundamentals (Mesloh/Somerville: MSCU)**
- H.** Approved adding hybrid delivery to the course and changes in textbooks.  
 Effective: Spring 2014.
- I. Curriculum and Academic Standards Committee Handbook (Poulsen/Stuart: MSCU)**  
 Approved revisions after a brief discussion about LCC's definition of catalog rights. The Handbook language regarding catalog rights is now consistent with the current statement in the catalog, and it was agreed that Curriculum/Academic Standards committee could revisit LCC's definition of catalog rights in the future given the wide variety of definitions in use at CA community colleges.

**5. Discussion**

- A. AT-64 – Diesel Repair and Maintenance – Moved to Action at next meeting**  
 Proposed course for inclusion into the Automotive Technology Certificates.  
 Effective: Fall 2014.

**6. Future Dates**

**Curriculum/Academic Standards Meeting Schedule (first and third Tuesdays)**

*Note: Additional meetings may be scheduled as needed.*

**Fall 2013**

November 5, 19  
 December 3, (17)

**Spring 2014**

January 21  
 February 4, 18  
 March 4, 18  
 April 1, 15  
 May 6, (20)

**7. Information**

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

**Instructional Program Reviews Due**

Gunsmithing – May 2013  
Administration of Justice – May 2014  
Automotive Technology – May 2014  
Agriculture – May 2014  
Business – May 2014  
Correctional Science – May 2014  
Child Development – May 2014  
Digital Graphic Design – May 2014  
Mathematics/Natural Science – May 2014  
Physical Education – May 2014

8. **Any Person Having Business Not on the Agenda**

- A. **IPR Student Evaluations** - Ms. Shockley reminded everyone that there are two student evaluations required for the IPR and that one should be done during the Fall.
- B. **Repeatability Questions for Horsemanship** – Dr. Robinson questioned whether the Agriculture “horse” courses can be made repeatable. It was stated that the Chancellors’ Office has removed any options for courses to be repeatable unless they are necessary for a particular industry certification, are special classes (DS) or are athletics-related.
- C. **Pre- and Co-Requisite Webinar** – The Chancellors’ Office is presenting a webinar on Pre- and Co-Requisites, scheduled for Thursday, October 17, 2013 at 3:00 PM. Anyone is interested in participating should contact either Ms. Aschenbach or Elaine Theobald in the TECC.

9. **Adjournment at 3:21 PM (Gardiner/Dr. Robinson)**

10. **Future Agenda**