

MONTGOMERY COLLEGE
OFFICE OF THE SENIOR VICE PRESIDENT FOR ACADEMIC AFFAIRS

Collegewide Curriculum Committee
Rockville Campus: SC 152, 2:00 - 4:00 pm

December 6, 2019

The meeting called to order at 2:06 pm.

Voting members present: Leah Allen, Eva Brown, Chris Harrison, Carol Holness, Vedham Karpakakunjaram (proxy for Anthony Solano), Muhammad Kehnemouyi, Tuere Marshall, Rodney Redmond, Dorothy Umans, Usha Venkatesh, Page Whittenburg

Resource members present: Rose Aehle, Joanne Carl, Catalina Cetina, Pam Jones, Betsy Leonard, Carolyn Terry, Beth Thoms, Alla Webb, Carla Witcher, Kim Yost

Guests: Ali Alavi, Jana Anderson, Sharon Anthony, Elizabeth Benton, Palma Catravas, Terri Hurst, Tendai Johnson, Kathryn Linehan, Benjamin Nicholson, Debra Poese

Absent: Ernest Cartledge, Brenda Knopp, Erin Marcinek, Angela Rhoe, Ed Roberts, Harry Singleton, Anthony Solano, Judy Taylor

Approval of Agenda

- [12/6/19](#) Agenda approved after changing the sequence per proposer attendance. Proposals were reviewed in the order below.

Approval of Meeting Minutes

- [11/15/19](#) Meeting Minutes approved

Open Comments

- None

Proposals

- [MATH 150 - Elementary Applied Calculus I](#)
 - Revise course description
 - Effective fall 2020
 - Approved
- [HMGT 250 – Meeting, Conference, and Event Planning](#)
 - Remove prerequisite: HMGT 240 or consent of department.
 - Add assessment level of ENGL 101/ENGL 101A, READ 120
 - Add new outcome and revise all others
 - Effective fall 2020
 - Approved with edits
- [ARTT 263 - Professional Practice for the Visual Artist](#)
 - Capstone course for Graphic Design AFA
 - Change prerequisites: Completion of ARTT 204 or ARTT 205, and completion of ARTT 102 or ARTT 103, and completion of ARTT116 or GDES 116.
 - Effective fall 2020
 - Approved, one abstention

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- [DATA 110 - Data Visualization and Communication](#)
 - New course title from Writing and Communication in Data Science to Data Visualization and Communication
 - Revise course description
 - Add one new outcome
 - Effective fall 2020
 - Approved
- Treating the three ENGL proposals as a group
- [ENGL 011 - Introduction to College Writing Support](#)
 - New course
 - Helps fund financial aid for five hours instead of three
 - Same outcomes as ENGL 101A
 - Effective fall 2020
 - Approved with edits
- [ENGL 101 - Introduction to College Writing](#)
 - Change prerequisites: Placement through assessment testing; or concurrent enrollment in ENGL 011; or completion of IERW 002 with a grade of A; or completion of AELW 940/ELAI 990 with a grade of C or better; or consent of the department.
 - Revise all outcomes
 - Revise prerequisites: Placement through assessment testing; or concurrent enrollment in ENGL 011; or completion of IERW 002 with a grade of A; or completion of AELW 940/ELAI 990 with a grade of C or better; or consent of the department.
 - Effective fall 2020
 - Approved
- [ENGL 101A - Introduction to College Writing](#)
 - Delete course, replaced with ENGL 011
 - Effective fall 2020
 - Approved
- [MGMT 201 – Business Law](#)
 - Revise prerequisite to: ENGL 101/ENGL 101A or consent of department.
 - Effective summer I 2020
 - Approved with edits
- [EDUC 105 - Step I: Inquiry Approaches to STEM Teaching](#)
 - New course
 - Part of MC's collaboration with UMCP in their newly approved IUSE grant
 - Banner Specialist will block registration for AAT majors
 - Effective spring 2020
 - Approved with edits
- [ENEE 222 - Elements of Discrete Signal Analysis](#)
 - Change prerequisite to: ENEE 140 or CMSC 140
 - Revise outcome 2
 - Effective fall 2020
 - Approved
- [ENEE 245 - Digital Circuits and Systems Laboratory](#)
 - Change prerequisite to: ENEE 244, PHYS 262
 - Add pre- or co-requisites: ENEE 150 or CMSC 204
 - Revise outcome 2
 - Effective fall 2020
 - Approved
- [PHYS 262 – General Physics II: Electricity and Magnetism](#)
 - Revise prerequisite to: A grade of C or better in both MATH 182 and PHYS 161
 - Revise pre- or corequisite to: MATH 280, MATH 282, or MATH 284, or consent of department
 - Effective fall 2020
 - Approved

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- Treat the three RADT proposals as a group
- [RADT 112 - Radiographic Positioning II](#)
 - Revise course description to delete essentials of surgical procedures
 - Remove outcomes 5, 9, and 10
 - Effective spring 2021
 - Approved
- [RADT 120 - Clinical Radiology II](#)
 - Revise course description to include an introduction to the operating room
 - Revise outcome 2
 - Add new outcome 8
 - Effective fall 2020
 - Approved
- [RADT 124 - Clinical Radiology III](#)
 - Revise course description to reflect changes to the surgical site rotations
 - Revise outcomes 8 and 9
 - Effecting spring 2021
 - Approved
- Treat the two READ proposals as a group
- [READ 238 - Literacy in the Content Area Part I](#)
 - Revise title from Methods of Teaching Reading in the Secondary Content Areas, Part I to Literacy in the Content Area Part I
 - Revise course description: remove the words "This course" from the first sentence
 - Change effective date from spring 2020 to summer I 2020
 - Approved with edits
- [READ 239 - Literacy in the Content Area Part II](#)
 - Revise title from Methods of Teaching Reading in the Secondary Content Areas, Part II to Literacy in the Content Area Part II
 - Revise course description: remove the words "This course" from the first sentence
 - Change effective date from spring 2020 to summer I 2020
 - Approved with edits

Consent Calendar

- [Elementary Education/Elementary Special Education AAT: 601A](#)
 - Add advising note: **Students planning to transfer to University of Maryland--College Park should select HIST 200
 - Add ** after four HUMD notations (fourth semester and Distribution Courses)
 - Effective fall 2020
 - Approved
- [Early Childhood Education/Early Childhood Special Education AAT: 604](#)
 - Add advising note: **Students planning to transfer to University of Maryland--College Park should select HIST 200
 - Add ** after four HUMD notations (second semester and Distribution Courses)
 - Effective fall 2020
 - Approved

Newsletter Review

- No new newsletters

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Reports

- **General Education Report**
 - Kim distributed the Gen Ed report to the CCC
 - The Gen Ed committee will pursue Dr. Rai's approval to add several HLTH courses to the 2016-17 catalog program 2 course list
- **CAP Reports**
 - **Rose Aehele**
 - Asked if a 15-week course is revised to be taken in less time, is it noted in the schedule that the course is only six weeks? Is a curriculum action required or will it just be noted in the course schedule?
 - **Catalina Cetina**
 - Five to seven new course creations
 - A few course revisions
 - Four program revisions
 - **Alla Webb**
 - New business communication certificate at 12 credits. No need to meet with transfer team since certificates are not transferrable. Will work offline with Pam to determine if Banner can be programmed to include three specialized electives.
 - Working on many proposals for the spring
 - **Carla Witcher**
 - STSU proposals are still in discussions
 - International Studies AA still in discussions with advisory board
 - Technical Writing Certificate in discussion with chairs
- **Co-Chairs Report**
 - [Interior Design Certificate](#) (editorial catalog correction, fall 2020): change the term 'AA specifications' to 'FF&E (movable and fixed furniture, fixtures, and equipment)' in the course description
 - [Graphic Design, AFA Statewide Program: 902](#) (editorial catalog correction, spring 2020): clarified printmaking and craft electives and matching advising notes
 - [Bioengineering AS: 411A](#) (editorial catalog correction, spring 2020): combined the last two advising notes into one and moved advising notes to the end of the program outline (from after the course sequence)
 - [Aerospace Engineering: 408](#) (editorial catalog correction, spring 2020): revised last advising note
 - [Mechanical Engineering AS: 404](#) (editorial catalog correction, spring 2020): revised last advising note

New Business

- Vote: Revised language for [Academic Regs](#)
 - 53001, 2.4, D.: General Education Requirements, Completion through Substitutions for Students without Disability
 - 53001, 2.6., C.1.: Non-General Education Course Substitutions, Criteria for Course Substitutions
 - 53001, 8.3, D.1. Requirements for Associates Degree, Curriculum Requirements
- Vote: Length of time courses can remain off the shelving list

Old Business

- Chair Representation on CCC
- CCC Manual
- Degree Evaluation Program

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- Program Degree Description: Standardized Language for Fully Online Programs
- Course Order Initiative

Next Meeting

- February 7, 2020, 2-4:00 pm, SC 152

Adjournment

- The meeting adjourned at 4:03 pm.