

Statewide Faculty Curriculum Council  
Minutes from the September 12, 2014 Meeting  
Lowry, Building 959, President's Conference Room

I. In attendance: Introductions of all members

Fred Boettcher-OJC  
Kent Blevins - RRCC  
Kent Clement - CMC  
Jim Crandall – Aims  
Don Crawshaw – PPCC  
Tammy Dorenkamp - PJC  
Christine Gaudinski – Aims  
Stanton Gartin - NJC  
Ken Harrell - MCC  
Lynnette Hoerner—RRCC  
Martha Jackson Carter - CCA  
David Johnson – CNCC  
Michelle Koch – CCCS  
Theresa Krupski - CCD  
Beth Lattone – CCA  
Lyndsey Lewan - ACC  
Jerry Migler – CCCS  
Warren Munick - PPCC  
Michael Payne – PCC  
Paula Provence – ACC  
Brenda Rhodes - NJC  
Boyd Rodman, Chair —PCC  
Claudia Romero—FRCC  
Leigh Sinclair - CCD  
LaVonya Todd-Washington – EGTC  
Scott Thompson – NJC  
Angie Williams - CCCS  
Matt Wilson – FRCC  
Becky Young - LCC

Guests:

David Spiegel, CCA (Philosophy Discipline Chair)  
Elizabeth Hirsh, CCA (Anthropology Discipline Chair)

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- II. Approval of Minutes and Revisions on Bulletin Board**  
**a. Approval of August 15, 2014 minutes, first and second motion approved.**

## Approvals:

<b>COURSES POSTED IN September 2014</b>				<b>Chair</b>	<b>SFCC</b>	
<b>Prefix &amp; #</b>	<b>Course Title</b>	<b>Crdts</b>	<b>New/Delete/Revise</b>	<b>Approval</b>	<b>Approval</b>	<b>Notes</b>
ACT 212	Advanced Metal Welding	1	NEW			
ACT 233	Advanced Auto Frame Sectioning	1	New			
BAR 267	Advanced preparation for State Board Exam	7	New			
COS 263	Advanced preparation for State Board Exam	3	New			
DEA 101	Dental Terminology	1	New			
DEH 124	Head and Neck Anatomy Lab	0.5	New	DC will not approve		
EST 207	Advanced Esthetician Procedures	6	New			
HLT 100	Horticulture Science	4	Delete			<b>Need to make sure that this course is never deleted.</b> This course is part of a Horticulture agreement. Mike Anderson will contact Ray Daugherty. <b>Angie can just remove it from the BB if ok with Ray.</b>
HLT 101	Introduction to Horticulture	4	Revise: Competencies, outline			
HLT 110	Landscape Assistant I	4	Revise: change course # <b>from 102 TO 110</b>			
HLT 111	Landscape Assistant II	4	Revise: change course # <b>from 103 TO 111</b>			
HLT 115	Floral Design	3	Delete			
HLT 116	Green Industry Equipment	2	Revise: change course # <b>from 106 TO 116</b>			
HLT	Rock and Water Gardening	2	Delete			

118						
HLT 126	Planting Design	2	Delete			
HLT 131	Sustainable Horticulture	3	Revise: change course # <b>from 120 TO</b> 131			
HLT 150	Irrigation I	3	Revise: ttl., crdts.,descrip ., compet., outln			
HLT 151	Irrigation II	3	Revise: ttl.,descrip., compet., outln			
HLT 160	Greenhouse Management	4	Revise: change course # <b>from 105 TO</b> 160 + chng ttl., descrip., compet., outline			
HLT 165	Nursery & Garden Center Management	4	Revise: change course # <b>from 215 TO</b> 165 + chng ttl.,crdts., descrip., compet., outline			
HLT 202	Plant Health Care	4	Revise: crdts.,descrip ., compet., outln			
HLT 203	Plant Disease-Pest Field Study	2	Delete			
HLT 208	Pesticide Safety and Use	2	Revise: ttl., crdts.,descrip ., compet., outln			
HLT 210	Landscape Management	4	Revise: credits, descrip., compet., & outln			
HLT 216	Garden Center Management	2	Delete			
HLT 221	Woody Plants: Trees & Conifers	3	Revise: ttl, descrip, compet, & Outln			

HLT 222	Woody Plants: Shrubs & Vines	3	Revise: ttl, descrip, compet, & Outln			
HLT 223	Annuals, Bulbs, and Grasses	2	Revise: descrip, compet, & Outln			
HLT 224	Herbaceous Perennials	4	Revise: descrip, compet, & Outln			
HLT 226	Interior Plants	2	Revise: ttl, descrip, compet, & Outln			
HLT 228	Herbaceous Plants	3	Delete			
HLT 230	Landscape Design II	3	Revise: change course # <b>from 130 TO</b> 260 + chng ttl., descrip., compet., outline			
HLT 231	Introduction to LANDSCATDD TM	2	Delete			
HLT 232	Introduction to LANDDESIGNER PRO	2	Delete			
HLT 232	Landscape Design III	3	Revise: change course # <b>from 140 TO</b> 232 + chng credits, ttl., descrip., compet., outline			
HLT 235	Principles of Grading and Drainage	3	Delete			
HLT 236	Landscape Construction	4	Revise: Comptncies, outline			
HLT 237	Landscape Bidding & Estimating	2	Revise: ttl, descrip, compet, & Outln			
HLT 240	Introductory Soil Science	4	Revise: Comptncies, outline			
HLT 242	Turfgrass Management	4	Revise: descrip, compet, & Outln			

HLT 243	Golf Turf Management	3	Delete			-
HLT 244	Sports Turf Management	3	Delete			-
HLT 245	Green Industry Business Operations	3	Delete			-
HLT 246	Golf & Sports Turf Management	2	Delete			-
HLT 247	Landscape Irrigation Install	4	Delete			-
HLT 249	Landscape Irrigation System Troubleshooting	2	Delete			-
HLT 250	Irrigation III: Design	2	Revise: ttl, credits, descrip, compet, & Outln			-
HLT 251	Landscape Irrigation Field Practices	3	Delete			-
HLT 253	Introduction to Irrigator Jet Pro	2	Delete			-
HLT 254	Introduction to RAINCAD	2	Delete			-
HLT 255	Drip Irrigation	2	Delete			-
HLT 256	Golf & Commercial Irrigation	2	Delete			-
HLT 260	Plant Propagation	4	Revise: descrip, compet, & Outln			-
HLT 264	Urban Farm Management	4	Revise: change course # <b>from 200 TO 264</b>			-
HLT 265	Arboriculture Field Practices	2	Delete			-
HPR 118	Introduction to the Dental Hygiene Profession	1	New			-
MOT 207	Intro to Coding for Medical Assisting	3	New			-
MTE 110	Applied Communication & Teamwork in Industry	3	Revised title			-
WEL 232	Advanced Flux Cored Arc Welding	6	NEW			-
						-
<b>COURSES POSTED IN August 2014</b>				<b>Chair</b>	<b>SFCC</b>	-
<b>Prefix &amp; #</b>	<b>Course Title</b>	<b>Crdts</b>	<b>New/Delete/ Revise</b>	<b>Approv al</b>	<b>Approval</b>	<b>Notes</b>
CIS 110	Introduction to Basic Computers	1	Revise: ttl, descr., cmptncs., outln	<b>2to2</b>	-	-

GUR 120	NRA Range Safety Office	0.5	Revise credits	√	√	Credit to be reversed back to original; increase was an error.  TSJC not present, but SFCC voted to correct error.
HIT 101	Health Information Management Science	3	Revise credits, cmptncs, outln	√	√	
HIT 122	Workflow Fundamentals of Healthcare	3	Revise credits, cmptncs, outln	√	√	
<b>COURSES POSTED IN June 2014</b>				<b>Chair</b>	<b>SFCC</b>	
<b>Prefix &amp; #</b>	<b>Course Title</b>	<b>Crdts</b>	<b>New/Delete/Revise</b>	<b>Approval</b>	<b>Approval</b>	<b>Notes</b>
AEC 103	Intro to Architectural Drawing	3	NEW	waiting		Proceeding with Architecture as 4 year degree.
AEC 108	Digital Architectural Graphics	4	NEW	waiting		-
AEC 152	Construction Technologies 1	4	NEW	waiting		-
AEC 161	Masterworks of Building Craft	3	NEW	waiting		-
AEC 201	Architect Design Fundamentals	4	NEW	waiting		-
AEC 252	Construction Technologies 2	4	NEW	waiting		-
BIO 228	Field Biology	4	revised- title and description	waiting		-
EMS 162	Wilderness EMS - Upgrade	3	revised - credits & description	√		<b>Sent back pr SFCC - 8/29/14</b>
NRE 200	Ecology Field Study	3	revised-ttl, dscrptn, cmptncs, outln	waiting		-
PHO 165	Outdoor Portrait Photography	2	NEW	√	√	-
PSG 110	Fundamentals of Sleep	3	revised- description, competencies, & outline	waiting		-
PSG 130	Sleep Patient Evaluation	3	revised- description, competencies, & outline	waiting		-
<b>COURSES POSTED IN MAY 2014</b>				<b>Chair</b>	<b>SFCC</b>	

<u>Prefix &amp; #</u>	<u>Course Title</u>	<u>Crdts</u>	<u>New/Delete/Revise</u>	<u>Approval</u>	<u>Approval</u>	<u>Notes</u>
BTE 120	Introduction to Business Tech	3	revised-ttl,dscrptn,cmptncs,outln	√		<b>Sent back pr SFCC - 8/29/14</b>
EGT 103	Applied Dimension & Tolerance	3	revised-ttl,dscrptn,cmptncs,outln	waiting		
EGT 230	Civil Drafting Applications I	6	NEW	waiting		
EGT 231	Civil Drafting Applications II	6	NEW	waiting		
END 115	Patient Care and Safety	1	revised credits	√	√	changes on credits received per SFCC request.Sent back pr SFCC -8/29/14 <b>Changed back to fixed credit courses.</b>
END 202	EEG Record Review Basics	3	NEW	√	√	Changes received per SFCC request (credits/cmptncs) Sent back pr SFCC -8/29/14 for variable credits/System office error regarding missing information in CCCNS <b>Changed back to fixed credit courses. Revise to Demonstrate and understanding.....</b>
GEY 228	Field Geology	4	NEW	√	√	System office error regarding missing information in CCCNS <b>Content is included now.</b>
HTM 151	Fundamentals of Colt Starting	4	NEW	waiting		Course content was missing, Angie updated the course.
MAN 210	Aligning Tech with Business Strategy	3	NEW	√	√	
PHO 256	Black and White Landscape Photography	1	NEW	√	√	
PHO 257	Nature Photography	1	NEW	√	√	<b>Roman numeral "I" missing under topical outline.</b>
<b>COURSES POSTED IN APRIL 2014</b>				<b>Chair</b>	<b>SFCC</b>	
<u>Prefix &amp; #</u>	<u>Course Title</u>	<u>Crdts</u>	<u>New/Delete/Revise</u>	<u>Approval</u>	<u>Approval</u>	<u>Notes</u>
AVT 116	ATC Phraseology	2	NEW	√	HOLD	The exam needs to be stated. Hold until exam question is answered.
AVT 117	ATC Procedures	4	NEW	√	HOLD	Same as AVT 116
MGD 244	Documentary Production I	3	NEW	√	waiting	
MGD 245	Documentary Production II	3	NEW	√	waiting	

WEL 141	Intro Multi Process Welding	4	NEW	waiting	waiting	Working on at 2:2
WEL 142	Basic Multi-Process Welding	4	NEW	waiting	waiting	
WEL 143	Intermediate Multi-Process Wel	4	NEW	waiting	waiting	
WEL 144	Advanced Multi-Process Wel	4	NEW	waiting	waiting	
<b>COURSES POSTED IN MARCH 2014</b>				<b>Chair</b>	<b>SFCC</b>	
<b>Prefix &amp; #</b>	<b>Course Title</b>	<b>Crdts</b>	<b>New/Delete/ Revise</b>	<b>Approv al</b>	<b>Approval</b>	<b>Notes</b>
BTE 257	Managing Office Technology	3	revised- cmptncs,outl n	waiting	waiting	
HUM 103	Introduction to Film Art	3	revised- cmptncs,outl n	√	√	
<b>COURSES POSTED IN JANUARY 2014</b>				<b>Chair</b>	<b>SFCC</b>	
<b>Prefix &amp; #</b>	<b>Course Title</b>	<b>Crdts</b>	<b>New/Delete/ Revise</b>	<b>Approv al</b>	<b>Approval</b>	<b>Notes</b>
EGG 102	Engineering Methodologies	3	NEW	√	HOLD	Agenda item for 2:2
<b>COURSES POSTED IN DECEMBER 2013</b>				<b>Chair</b>	<b>SFCC</b>	
<b>Prefix &amp; #</b>	<b>Course Title</b>	<b>Crdts</b>	<b>New/Delete/ Revise</b>	<b>Approv al</b>	<b>Approval</b>	<b>Notes</b>
CUA 239	Production Apps-Internat'l	4	NEW	√	HOLD	Needs title chg - emailed Carol Hines per SFCC
POS 250	Colorado Legislature	3	NEW	√	HOLD	revisions needed
<b>Courses submitted for gtpathways</b>						
	<b>SFCC</b>		<b>CDHE</b>			
<b>Fall 2014</b>	<b>Approval</b>		<b>Approval</b>			
AST 155					√	Third of the 3 AST courses submitted in the past years. Already in CCCS. This course was very well written.
ANT 111	<b>Currently a gt course=SS3 Proposed SC1</b>				√	See detailed notes under Anthropology section of the notes below.
BIO 104					√	Not convinced this course is different than BIO 106. Course Description needs revised. Laboratory misspelled in



						<p>syllabus, page 3 of the Needs demonstrate... on the syllabus</p> <p>13 – yes 4 – no votes</p>
BIO 224					√	<p>Transfer the assignments listed on the syllabus to the GT nomination form. Modify so the syllabus and nomination form provide the necessary info. The assignments don't correlate well with the nomination form.</p> <p>Passes reluctantly</p>
COM 217					<b>NOT Approved</b>	<p>Should be placed with speech and interpersonal communication. Was not approved at one college. Communications is a category and is not approved in gt submissions. Not sure this is the right place for it. (there is one in there now). Syllabus is vague with the area – needs to be more concrete, very weak as is. Which theories are being recognized. Vote was based on whether this course “Meets criteria for SS3”.</p>
CRJ 110					√	<p>A criticism was raised that the nomination form should not tie assignments to book and doesn't tell which theories. This objection was considered but the Committee was satisfied that the Nomination form is OK. A question was raised whether or not the course is OK as a SS3. After some discussion, the Committee was satisfied that it is OK for SS3. There was a movement and a second to approve. CRJ 110 was unanimously approved. The Committee asked for the following edits to the syllabus: Requested edits: Under grading standards, tell specifically what percent of final grade is based on writing.</p>

						Correct grading standards where it says F is greater than 614 points. It should be less than 614 points.
HIS 235					√	Unanimous approval.
HIS 251	proposed w/: "N/A" as the content Criterion				√	Comments: Focus on one religion is OK because SFCC accepted an earlier HIS course on Islam. There was a movement and second to approve. HIS 251 was unanimously approved.
HUM 103						Waiting for revisions to the course on the bulletin board. This course can not move forward at this time. This course will be withdrawn if revisions are not received.

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**CCCNS / CCHE Updates – Jerry Migler presented:**

- Today is the gtPathways submission deadline.
  - Need brief description of course(s) by the end of the day.
  - Need completed coursework submitted by October 10<sup>th</sup>. With the hopes of November 7<sup>th</sup> as the date announcements are made.
- Degrees with designation:
  - Philosophy approved.
  - Hoping that by the end of semester all will be approved.
  - We will have close to 25 degrees with designation, we have 18 now.
- Bachelors degrees will require 30 credits of general education.
  - SFCC will review rubric for reviewing curriculum.
- Kuddos to Angie Williams for the extra hours she has put in since Lauren has left. Hiring process is underway, hope to have the new person by our next meeting.

**Business Ethics & gtPathways: David Spiegel, CCA, Philosophy Discipline Chair**

- Would like to resubmit. Submitted March 12, 2010, was denied. Refer to these minutes for information.
- One comment submitted during the disapproval– was this a Gen Ed course? It is a general education course and can be resubmitted.
- It's philosophy, deals with the core, general education imparts common knowledge, (per definition of gen ed from Geri Anderson).
- Business ethics becoming a national problem.
- Taught this course at Metro.
- After this course was denied, he went to the 2012 2:2 and spoke with the Business Discipline, those faculty supported the course as a GT course.
- Should fit under Humanities area of GT Pathways.
- Ed Services was very narrow in their assessment of gtPathways courses at this time. There were other courses sent back at that time.
- Tweak the competencies a bit to make it a better ethics related course. David did say they would be revising the course to make the course description, outline and competencies a better GT course. David is planning to submit this course in spring. The course template will come to SFCC first before the GT application.

#### **Anthropology: Elizabeth Hirsh, CCA, Anthropology Discipline Chair**

- Revise ANT 111 – discipline plans to align this course better, to fit with the universities around the state. Has received positive feedback and support for this submission.
- Proposing a revision to the title.
- Change from a 3 credit to a 4 credit SC1.
- Was approved to move ANT 111 forward for gtPathways as an SC1. This would also remove it as an SS3.

#### **2:2: Angie**

- Have 400+ signed up already.

#### **New State Discipline Chair Training: Will SFCC host this year?: Angie Williams**

- If so: When and Where?
  - October 10<sup>th</sup> meeting
- Boyd will do the training and Scott will run the SFCC meeting.
- Boyd will send the manual to Angie.
- Angie will shoot for getting the conference center for our next meeting.

#### **Discipline Chair Concerns**

- The discipline chair (DC) is expected to lead discussion on those courses under the prefix he/she leads.
- Voting must be by the entire group, not just the DC.
- The discipline chair is not to override the decisions of the group.
- If the discipline chair denies a course, SFCC still sees that it was denied. This is the method of removing it from the bulletin board.
- The originator, of a course, can not ask that a course be removed from the BB, when other institutions have had an opportunity to review it.
- Question asked: "Historically, has SFCC ever overrode a discipline chair's decision? Yes, when the DC made a decision against the discipline members.

**Follow-up notes:**

**1) Proposed website changes for easier use of the proposed database and bulletin board. -IT is working to remove the Password for the CCCNS web page, stay tuned!**

**Common Course numbering will not need a password to see courses (ie: proposed, archived and existing)**

- Angie will still need a password to make the changes.

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The Meeting was adjourned. Next meeting is on October 10, 2014.

Minutes Respectfully Submitted by  
Claudia Romero, FRCC  
SFCC Secretary