Summary of CPSC Actions
September 26, 2008

Class Size Change
Request to change class size from 30 to 22. Reasons for class size change include: courses revised from a lecture to a lecture and demonstration class; demonstrations include but are not limited to visits to local construction sites, visits to local government agencies, the use of simulated firegrounds with role playing, and hands-on equipment demonstrations; health and safety; and equipment limitations and equipment quantities.

Committee Report
September 2008 Report from the Academic Dishonesty Committee
The Academic Dishonesty Committee will meet again October 2008. G. Knapp reported the committee will begin meeting again in October. Each division needs to have a representative attend that meeting.

September 2008 Report from the ACS- to be distributed at the
SUMMARY OF TOPIC(S) REVIEWED:
1. Computer lab upgrades where done over the summer 2008. Almost 40 smart teacher stations/karts where also upgraded. Almost all labs have been upgraded to Microsoft vista, a few locations where held because of software incompatibilities.
2. Meeting time Adjustment: It was proposed that we move the meeting time from 2pm the 3rd Thursday of the month to 3pm the 3rd Thursday of the month. This was passed with 4 people voting for the move, 2 against and 2 abstaining.
3. Gmail Beta update: Things have been going well with the gmail beta, we have over 80 people involved with the beta. We are encouraging faculty specifically to sign up and give us their opinion. We do expect the beta

September 2008 Report from the DLAS
The committee discussed the following:
- Status on Fall DLES sessions
- Changes in eLearning office & VLTC
- New WWW course HIST-152
- New WWW version of course COMS-130
- Motion by Charles Iwanusa, seconded by Janet Westhoff for the approval of creation of HIST-152 World History 1500 CE to Present in a WWW format for the Winter 2009 semester. WIDS format provided.
- Motion by Brenda Zicha, seconded by Sheila Swyrtek for the approval of offering of COMS-130 Intro to Linux Administration in a WWW format for the Fall 2008 semester. WIDS format completed by prior instructor.
September 2008 Report from the General Education Subcommittee
New General Education Requirements
Approved
Summer 2009

Essential Learning Outcomes

Courses taken to meet general education requirements, along with all programs and courses at the college, share responsibility to provide for the following essential outcomes to insure that students are prepared for academic and professional success and for participation as citizens of their communities and the world.

Critical Thinking – courses should require and students should demonstrate a range of abilities from tangible problem-solving to higher order processes of analysis, inference, reasoning, synthesis, and judgment. Students should evaluate information, analyze claims and arguments in their own and others’ work, consider multiple perspectives, apply knowledge in new contexts, understand processes of reasoning in various disciplines, and should regularly reflect on their own learning.

Global Awareness – courses should require and students should demonstrate an understanding of the diversity of culture, race, ethnicity, nations, religions, and political and social systems. This includes an understanding of these concepts themselves and an understanding of their roles in forming identities and values—our own and those of others. Students should be able to identify and explain the influence of historical and cultural factors on past and current events.

Citizenship – courses should require and students should demonstrate personal and social responsibility through collaboration with others in diverse group settings, and through civic knowledge and participation. A commitment to academic integrity, ethical reasoning and action, and preparation for lifelong learning should be central to all coursework.

Associate of Arts (AA) and Associate of Science (AS) – (Traditional Transfer)
Requirements -100 level or above courses from the following distribution:
6 credit hours Composition
8 credit hours Humanities or Fine Arts (excluding performance classes in music or theatre and studio classes in art)
8 credit hours Social Science
8 credit hours Science & Math:
3-4 credits in 100 level Math course
or Test Out by placing into MATH-120 or higher on the MCC placement test.
4 credit hours Natural Science w/Lab
2 credit hours Information Technology excluding lecture only classes

Associate of Applied Science (AAS) and Associate of General Studies (AGS)
A minimum of 18 General Education credits are required. The following are requirements for all students earning this degree:
100 level or above courses from the following distribution:
3 credit hours Composition
3 credit hours Humanities
3 credit hours Social Science
3-4 credit hours 100 level Math course or Test Out by placing into MATH-120 or higher on the MCC placement test.

Additional General Education credits should be selected according to your degree program from Fine Arts (excluding performance classes in music or theatre and studio classes in art) Humanities, Social Science, Math, Science, and Information Technology.

All existing programs must be revised to reflect the new general education requirements, and submitted to CPSC for approval. Program revisions must be approved prior to the next college catalog production scheduled for early 2009.

Summary of CPSC Actions

September 26, 2008
Page 2 of 4
Course Revision

BAKE-110 Intermediate Cake Decorating
Course name change to Cake Decorating.

FMG-210 Beverage Management
Change the seat count from 38 to 22, allowing the instructor an opportunity to train the student in alcohol responsibility; implement and administer responsible alcohol servers, the effects of beverage alcohol on the customer through interactive sessions and learn practical applications for responsible decision-making.

General Education Application
HIST-262 American Military History
Approved as meeting the WAC, Writing Across the Curriculum, and SOC, Social Science Group, general education requirements.

Minutes
Minutes of May 30, 2008

New Course
HIST-262 American Military History
This course surveys the military experiences of U.S. from the colonial period to the present. In addition to studying strategy, tactics, and weapons, issues such as the social composition of the armed forces, the influence of new technologies on warfare, the tension between “professional” and “citizen” soldiers, popular attitudes toward ware and the military, and the effects of war on American society will be explored.

New Program
Accounting Certificate
This program qualifies graduates for clerical-level positions in accounting. Students will gain knowledge of general office skills and be able to successfully complete for clerical positions in accounting areas such as payroll, accounts payables, accounts receivables and billing.

Program Revision
Accounting Associate in Applied Science
The proposed revision brings the accounting program in line with current trends in the industry.
Medical Practice Management Certificate

Entry requirements: This program from inception had entry requirements but the entry statement dropped off the curriculum in the revision of 2001. This happened unintentionally. The oversight came to light with the publication of the latest catalog. This revision restates entry requirements.

Program entry requirements: Keyboarding speed of 45 wpm and English 101 recommendation on the College Placement Test. Eligibility meets minimal benchmarks necessary for satisfactory performance on pre-employment screening.

Seminar - 1st offering
HIST-262 American Military History

This course surveys the military experiences of U.S. from the colonial period to the present. In addition to studying strategy, tactics, and weapons, issues such as the social composition of the armed forces, the influence of new technologies on warfare, the tension between “professional” and “citizen” soldiers, popular attitudes toward war and the military, and the effects of war on American society will be explored.

Topics and Issues
Memorandum from Amy Fugate regarding CPSC information on the Website

In an attempt to make CPSC-related information more accessible and “user friendly”, Linda Uren has put several things on the MCC website. She took the initiative to develop this information to assist faculty and staff when planning curriculum and understanding CPSC related policies and procedures. Included on the website are Frequently Asked Questions (FAQ), a diagram illustrating CPSC Deadlines, and a list of committee meeting dates. While I have thanked Linda for her work, I request that the committee of the whole acknowledge this as well.

Change in Drop/Add period during Spring and Summer

Change in the Drop/Add period during Spring and Summer semesters to end before the second scheduled class meeting rather than one calendar week.

DLES Prep Course Update
DLES Prep Course Success Rates Report.

C. Bassett explained the success rate statistics for the new DLES-100 e-Learning Prep Course.

New CPSC Form

New CPSC Form

Form Q- CPSC will use this form to pose questions to its subcommittees that it would like that subcommittee to consider while it discusses an issue. The form also includes some guidelines for making decisions.