

(Curriculum Committee)

Meeting Minutes

TIME: 1:00 p.m.	LOCATION: A.G. Gaston Career Center	RECORDER: C. Calhoun	DATE: May 7, 2009		
Committee Members		Dept	Email Address		Present
Kristi Rankin		Student Services	@lawsonstate.edu		
Chantae Calhoun		Natural Science	@lawsonstate.edu		
Harold Higginbotham		Humanities	@lawsonstate.edu		
Karl Pruitt		Academic Affairs	@lawsonstate.edu		
Pier Wilkerson		Career Tech	@lawsonstate.edu		
Craig Lawrence		Auxiliary	@lawsonstate.edu		
Stephen Monti		Developmental Studies	@lawsonstate.edu		
Sherri Davis		Academic Affairs	@lawsonstate.edu		
Myrtes Green		Title III	@lawsonstate.edu		
Myra Bailey		Student Services	@lawsonstate.edu		
Regina Doriety		President's Office	@lawsonstate.edu		
			@lawsonstate.edu		
			@lawsonstate.edu		
			@lawsonstate.edu		

AGENDA ITEM	MINUTES
Textbook	<p>Dr. Rankin called the meeting to order and begin with discussing the textbook that had been selected to use in the Freshman, The Community College Experience by Amy Baldwin. She stated that the textbook will be customized for Lawson State and we could include items such as: instructions on how to use STARS, student suite, etc. She also suggested that we include symbols and pre- and suffixes that may be helpful for students.</p> <p>Dr. Davis asked what resources, teacher and student, were available with the textbook. Dr. Rankin stated that the rep from Pearson wanted to do an online demonstration with the committee. It was suggested for this demonstration to be coordinated with the QEP team meeting on Wednesday, May 13.</p> <p>Dr. Rankin also stated that a proposal for the new textbook had to be sent to the Lawson's textbook/curriculum committee for approval. Ms. Calhoun stated that she would forward Dr. Rankin the proposal form.</p>

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Course Design	<p>Several questions were asked about the Freshman Academy design such as number of class meeting and format. Ms Calhoun stated that she envisioned the course as a hybrid. This was a concern for Dr. Green and Dr. Davis because the Freshman Academy is going to engage students. It was suggested that the course meet one day a week for 100 minutes with engaging group activities and discussion but also engage students in a virtual environment. Dr. Green stated this can be done because the textbook should provide activity that will engage students through online assignments which in turns supports several of the SLOs.</p> <p>It was agreed that the Freshman Academy will meet one day a week for 100 minutes. The class size will be between 30-35 students. In the fall semester there will be 15 sections and 8 sections in the spring semester.</p>
Course Credit Hours	<p>The number of course hours for the Freshman Academy is a major concern. The curriculum is designed to engage, equip, and empower students therefore; the credit hour must be more than 1. There is a concern from career tech because many of their programs are at maximum credit hours for completion. The committee agreed that every student regardless of program (transfer or career tech) must experience the Freshman Academy based on the definition outline for the QEP. After much discussion and review of degree plans, Dr. Pruitt agreed that the certificate seeking students had to take 1 PED course instead of 2 and this would free 1 credit hour in their programs so the Freshman Academy could be a 2 credit hour course.</p> <p>The Curriculum Committee is making the following recommendation:</p> <ol style="list-style-type: none">1) The Freshman Academy will be a 2 credit hour course.2) Certificate programs will modify degree plans to reflect students must complete 1 PED course instead of 2.3) A disclaimer will be placed at the beginning of each Degree Plan (transfer and career tech) stating that students must enroll in Freshman Academy their first semester to fulfill Lawson State Community College graduation requirements. <p>The curriculum committee feels the Freshman Academy is designed to give all LSCC students the tools needed for college success not requiring all FYE students to be engaged, equipped, and empowered limits the scope of what the QEP is intended to do.</p>
Course Prefix	<p>Dr. Davis stated she did check post-secondary's course inventory for other course prefixes that could be used but could not locate the course prefixes. It was suggested to use ORN instead of the PSY. A new course prefix cannot be used unless it is</p>

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	approved by post-secondary.
Activity Suggestions	<p>Dr. Davis suggested a mass e-mail be sent to all faculty and staff for ideas on activities that may be used in the Freshman Academy to engage students. Based on the student comments in the student focus groups, students want to do more activities outside of the classroom. Craig Lawrence and Ed Higginbotham suggested more team building activities that involved the whole college such as students producing a video to advertise LSCC's FYE program and it a competition between Freshman Academy classes. Dr. Rankin suggested a career/college fair. Ms Calhoun added to Dr. Rankin's idea to do over a week and provide students with passports to reflect they experienced the career/college fair.</p> <p>Dr. Davis asked the question what students are doing for Lawson. How can we get students involved at Lawson and build relationships with students in the Freshman Academy. Ms Bailey suggested the idea of mentors or peer tutors. Dr. Davis suggested using the honor society students to be mentors or peer tutors for the Freshman Academy. Dr. Rankin agreed and suggested that the application should reflect that some type of tutoring/service requirement to Lawson.</p> <p>The curriculum committee is making the following recommendation:</p> <ol style="list-style-type: none">1) All honor society students tutor/mentor at least 4-5 hours per week in the Freshman Academy.2) A disclaimer is placed on the application informing students that acceptance into this honor society will require 4-5 hours per week of tutoring/mentoring. <p>This recommendation/requirement for honor society students will support the leadership building SLO of the QEP</p>
Q&A	Meeting adjourned at 3:00 p.m.

ACTION ITEM

Date	Action Items	Person	Status	Date
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Assigned		Responsible		Completed
