

College Curriculum Committee
Meeting Minutes
Tuesday, February 17, 2009
1:35 p.m. - 3:40 p.m.
Toyon Room

<u>Item</u>	<u>Discussion</u>
1. Administrative Info	Nunez made mention that the PSME outline change document was distributed with the attachments.
2. Minutes: February 3, 2009	Minutes were approved with 1 revision. (M/S/C Horowitz/Cashmore)
3. New Certificate Proposal - Leadership & Community Service	Speaker: Daphne Small Small introduced the draft of the Leadership & Community Service Certificate of Achievement that they have developed. After much discussion the following suggestions were made: (1) add limitations on the number of lab units the students may count towards the certificate and (2) that it goes back to the division for further discussion.
4. Clarification of Certificate Titles	Speaker: Carolyn Holcroft-Burns Should we standardize the titles of low-unit certificates? Discussion followed and raised more questions/comments: A) is there any value in keeping the low-unit certificates? B) if they are being given, are the divisions tracking them? C) this should be shelved until CTIS division is present to participate in the discussion. D) discussions should occur within the divisions. E) at one time there was discussion regarding e-Portfolios, this could possibly be used as verification of low-unit certificates but is this still being worked on or has it been retired?
5. Outline & Curriculum Sheet Approval	Speaker: Katie Townsend-Merino Townsend-Merino open a discussion regarding our current COR's. The State has put all community colleges on alert that they will be reviewing all of our outlines and curriculum sheets in minutia. What that means for us is that all degree and certificate applications we send must be as up to date as possible. This means that all the courses (core & support) for each degree/cert must have reading and writing assignments and lab descriptions if appropriate. The examples of reading and writing assignments may represent "generalities in those areas". We also need to address the need for a "dependency tree", so that if a course is inactivated or deleted, it can "filter" through the C3MS to notify and/or eliminate it from prereqs, coreqs, advisories and curriculum sheets.
6. Title 5 Updates	Speaker: Katie Townsend-Merino Although FH has interpreted Title 5 Updates as a minimal review, we need to move towards a more robust review. We need to give direction to the faculty regarding what should be included in the review and it needs to be put into the curriculum handbook with the next revision.
7. Stand Alone Outline Approval Form	Table until the 3/3 meeting.
8. GE Breadth Requirements Feedback	Speaker: Carolyn Holcroft-Burns The committee met for the first time and they are just beginning discussions. At the first read the following comments were made: they don't like the list format; some of the statements are reiterations each other and perhaps they need to have two sections: "must haves" and "require some" lists.

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9. American Cultures & Communities GE Draft	There was still some concerns with the clarity of the wording in #2 (accidental vs. deliberate). This will be modified and presented at the next meeting.
10. Lifelong Learning GE Draft	The group reviewed the draft. It was suggested that L5 could be eliminated if it was made clear that all the areas of GE should include information competency therefore it wouldn't be necessary to have a dedicated statement in the Breadth statement. Horowitz voiced his opinion that Area VII should be eliminated from the requirements since it doesn't fulfill the FH mission. There was then a substantial discussion of the reasons that it should remain as part of the GE requirements. The CCC affirmed that there should be Information Competency in all areas of GE, not just this area. The suggestion was made to make the description more discrete, more defined. There was also a suggestion made to rename this area, ie. Self-Development, Life Strategies etc.