

College Curriculum Committee
 Meeting Minutes
 Tuesday, December 2, 2008
 1:33 p.m. - 3:40 p.m.
 Toyon Room

<u>Item</u>	<u>Discussion</u>
1. Draft Minutes: November 4, 2008 & November 18, 2008	Judy Miner dropped by to say thank you for your service to this committee. She understands the amount of time and energy that goes into serving. 11/4 - Murray/Uyeda M/S/C with corrections 11/18 - Day/Thomas M/S/C as written.
2. Survey Draft Update	Speaker: Duncan Graham Move #5 in with this discussion. Kate Jordahl & Duncan Graham have created a form that combines regular & effective contact and the approval form together. KJ is finalizing her draft at this time. How specific do we want in this form? We don't want to be too prescriptive in re to regular and effective contact. Should it state how soon faculty should respond to student input? Please look at both forms and bring back for discussion to CCC. They will be put up on the website so that you can review over the holiday. If you're going to keep the imbedded hour in your course outline, and it is being taught as a distance portion of the class, make sure that they have the "distance ed" box marked. Is distance ed going to be visible to anyone that the course is taught online? Best practices should be available to anyone who teaches a course at FH.
3. Advance Placement: Review Process	Speaker: Bernie Day Who administers the AP exam? College Board. Who can take the exam? Anyone! How many exams are there? 37. 21% of high schoolers get AP Credit. AP credit can be applied numerous ways. Can be applied to transfer but not part of FH's GE package. AP guidelines are not published and we don't have AP credit guideline established in some areas. Local senates are trying to coordinate a best practices guideline. Overall clarification by the state is being suggested for our catalog. Faculty have the responsibility to consider implications for our students. Bernie Day will put the Title 5 regulation governing this area on the Instruction website. This topic is very confusing for students and faculty alike. We need to review AP curricula and AP exams on a regular basis.
4. Stand Alone Process Feedback from CCC Reps	Speaker: Carolyn Holcroft-Burns intros topic. When a course comes forward, what process do we, as a curriculum committee, want to see? Possibly write a short statement explaining how the course meets the mission statement (FH) or justification of the need for the course; adequate resources for the course(s). There is a list on the slide presentation originally given at CCC, of those items that need to be discussed in the statement. After initial clean-up of the list, lets circulate them among the divisions so that every area is aware of those courses in programs across the campus.
5. Distance Education	(covered in item #2)
6. Division Curriculum Rep Reports	SS- new Soc Child Advocacy LA - nothing imbedded hours out LIBR- deactivating Stand alones FA- Curriculum meeting tomorrow

	<p>CTIS- Co-op has been revising curriculum due to the change in the regulations. Students may know participate in Coop whether or not they are enrolled. PS- Math 220 split into Math 220 and 221. BH- regrouped courses; removed some imbedded hours; added lab content to some; Dental Hygiene changed total units; Vet Tech added an AP course and an exotic animals course; BTEC 10 (new course) designed to be a bridge from high school science to BTEC; BTEC internship opportunity AL- Gerontology courses offered as a small certificate. Reinvention of the Quest program for older adults.</p>
<p>7. GE Area: Natural Science</p>	<p>Speakers: Marnie Francisco & Marc Knobel Everyone on the committee is very happy with this doc. The way it's been worded allows for an online laboratory while not specifically designating what has to be in an online lab. Consistency of the draft might be an issue w/Academic Senate? CHB thinks that this will be a much better fit as long as they are fully distributed to all constituency groups so that everyone will be aware of the wording and give feedback before it goes to the Academic Senate for approval.</p>
<p>8. GE Area: American Cultures & Communities</p>	<p>Speaker: Bill Ziegenhorn Draft distributed. Bare bones. Possibly make a change to reflect US America vs. continental America. How do you make a list that is inclusive, race, ethnicity, sexually orientation, gender, etc. Trying to word the list/idea of those groups that should be included while not excluding. #1 talks about identifying a group by the oppression of that group. Tried to break courses into 3 areas, within a particular culture, how something affects a particular culture (stand alone) and how a subculture effects it's larger culture. Global culture is not going to be included in this area. Wording is very tricky.</p>

Distribution: M. Anderson, R. Arca, J. Baker, L. Balducci, S. Barker, E. Barkley, G. Beers, B. Cashmore, J. Cellilo, S. Connell, V. Criddle, B. Day, T. de la Cruz, K. Duncan, M. Francisco, S. Franco, S. Gatlin, D. Graham, G. Gregorio, K. Harral, H. Hemp, C. Holcroft-Burns, K. Hueg, P. Hyland, M. Knobel, J. Miner, J. Mummert, P. Murray, R. Myers, V. O'Neal, S. Pennington, D. Perez, M. Pouncil, K. Ripp, L. Rodriguez, L. Serna, B. Shewfelt, P. Spragge, P. Starer, K. Svetich, D. Swett, M. Thomas, C. Thunen, D. Uyeda, T. Woods, B. Ziegenhorn