

College Curriculum Committee
Meeting Minutes
Tuesday, May 31, 2011
2:05 p.m. - 3:46 p.m.
Toyon Room

<u>Item</u>	<u>Discussion</u>
1. Minutes: May 17, 2011	Introduction and welcome: Kimberlee Messina, new Vice President of Instruction. Correction in item #4; removed the word "not" from the first sentence. M/S/C (Hartwell, Villanueva) minutes as corrected.
2. Consent Calendar: a. General Education b. Stand Alone Applications	Speaker: Carolyn Holcroft When completing the GE applications, please remember to identify the letter of the objective in the COR to make the application easier to follow. M/S/C (Cashmore/Hartwell) to approve the Consent Calendar including the following for GE: GEOG 2, 5 & 10, HIST 18, SOC 1 and for Stand Alone: BUSI 35, JRYM 171A, 171B, 171C, 171D and SOC 28.
3. Announcements	Speaker: Bernie Day, Gillian Schultz a. (Day) Reminder this is the last week to submit courses for UC transferability. b. (Day) C-ID just sent out call for faculty reviewers. The process involves review of individual courses that have been submitted from CCCs, to determine whether or not they are consistent with the course C-ID descriptor. Faculty reviewers receive \$10 per course reviewed. c. (Schultz) Sustainability Committee: we have created courses that can be taught by faculty across disciplines. Next year's theme is water. The committee is encouraging faculty to include the topic in their courses for next year. If interested, please contact Gillian or other SC members for ideas on how to incorporate the water theme. d. (Schultz) FRAMEs has not received any artifacts from anyone. This quarter must evaluate communication, and computation. Please remind faculty to forward artifacts as soon as possible.
4. Division Name Change Resolution - Kinesiology & Athletics	Speaker: Carolyn Holcroft Feedback from BH: Only concern that the students would not be able to find courses in the catalog. M/S/C (Schultz, Shewfelt) Resolution to support changing division title passed.
5. General Ed Pattern Flexibility Resolution	Speaker: Carolyn Holcroft BH division full support. BSS in favor. LA loved it. M/S/C (Villanueva, Hartwell) approved.
6. General Ed Transfer Credit Resolution	Speaker: Carolyn Holcroft BH really liked it. BSS supportive. Counseling loved it. M/S/C (Villanueva, Ziegenhorn) to approve as written.
7. FHGE Pattern Sunset	Speaker: Carolyn Holcroft Review the distributed GE List for 2012-13. Re-forming of the sub-committees. Area I, Humanities: Hartwell, Cammin, Jones. Area II, English: Svetich, Pennington. Area III, Natural Sciences: Knobel, Schultz. Area IV, Social & Behavioral Sciences: Ziegenhorn, Hartwell, Lee. Area V, Communication & Analytical Thinking: Francisco. US Cultures & Communities: Svetich, Ziegenhorn. Lifelong Learning: Schultz, Day Time Line: Committee collaborated to agree on deadlines: anything for the 12-13 Catalog GE list all due to Nuñez by October 31 st . Subcommittees can then review at end of fall

	quarter and beginning of winter quarter. All the applications must be thru the CCC by March 1, 2012 so need to get on the consent calendar as far in advance of this deadline as possible - don't wait until the last minute.
8. C-ID (TMC) Transparency	This topic of discussion began while the committee was reviewing the 2 transfer degree proposals that came to this body for approval. We are concerned about the lack of feedback from the CI-D to us. Day was told that "they" understand but has been told they don't have the staff to get us feedback. They are also trying to protect the anonymity of faculty reviewers. Ziegenhorn suggested that perhaps the process is too casual. At the meeting he attended, the chair mentioned that feedback had been received but the group was so new to these discussions, they didn't know what weight those comments should take or if that was the appropriate time to look at them. Cammin suggested that perhaps if the group of Curriculum Chairs from multiple districts could put through a formal statement of concern, it might have some weight. Holcroft stated that there is no formal recognized group and therefore it isn't an option. Day suggested that we draft something that expressed what we would like to see thereby offering some solution. Ziegenhorn would like to see perhaps a summary that's sent out for comments. Holcroft and Day propose that we formally ask for a process explanation. If anyone has other comments please forward to Day or Holcroft and they will synthesize our concerns and request, and draft a letter to the C-ID folks.
9. New Course Development Process	Speaker: Carolyn Holcroft Current division-level curriculum structure allows potential for faculty to fully develop and implement courses without ever having to collaborate or even alert faculty/administrators in other disciplines or divisions. Can inadvertently have huge negative consequences on WSCH and faculty load in other divisions. A number of faculty feel that this is an important topic worthy of more discussion time. One suggestion was a "prospectus" type form that would circulate ideas before a lot of time is invested by the faculty in development. We need to keep in mind that the CCC is responsible for the curriculum not just a rubber stamp. Perhaps before a course number/C3MS shell is issued to the faculty, they send Nuñez a brief description, title and proposed number that is then distributed to all faculty. Holcroft, Day, Cashmore and Messina will work on crafting a document for discussion. Division Curriculum Committees should discuss and provide collaboration discussions.

Attendees: F. Cammin, B. Cashmore, B. Day, M. Francisco, R. Hartwell, C. Holcroft, K. Jones, M. Knobel, D. MacNeil, L. Meade, K. Messina, P. Murray, E. Orrell, G. Schultz, B. Shewfelt, K. Svetich, V. Villanueva, B. Ziegenhorn