

**College Curriculum Committee
Meeting Minutes
Tuesday, December 6, 2011
2:01 p.m. - 3:33 p.m.
Toyon Room**

<u>Item</u>	<u>Discussion</u>
1. Minutes: November 15, 2011	Minutes approved as written. M/S/C (Schultz, Jones).
2. Announcements a. Courses in Submissions from past years. b. ENGR 6 Reactivation c. Course Status in C3MS	Speaker: Carolyn Holcroft, Cori Nunez a. Nunez reported there are many courses that are still sitting in submissions in the C3MS since 2008. Nunez asked and received permission to delete old entries in C3MS that have not moved from edit. b. This course is being reactivated so alert constituents and check to see if this course might be appropriate to add to one of your programs. c. Nunez congratulated the committee on the number of courses that made the deadline into Review. Ziegenhorn voiced lengthy concerns about the fall deadline for CORs, both new and updates. There are so many things due in the Fall that it creates a hardship for the faculty. Lankford also feels strongly that various deadlines for non-catalog changes should be reinstated. Holcroft reminded that current policy of one deadline for all changes is only a couple years old and was result of much discussion and deliberation of problems with the old multiple-deadline system. Nunez and Holcroft emphasized that divisions are free to set their own earlier deadlines for revisions to avoid a last minute rush. Messina suggested that we have further discussion in Winter quarter.
3. Report out from Biological & Health Sciences Division	Speaker: Gillian Schultz Approved 63 courses for Title 5 updates; EMTP program has been completely rewritten. HLTH 21 is going to 4 units, and has a title change for Fall 2012. Process: the entire division constitutes their curriculum committee; all are required to review all CORs and respond. Horowitz commented that the BH faculty is spending a lot of time on TracDat updating SLOs as they teach different courses every quarter so faculty workload is disparate depending on how many courses one is responsible for. Holcroft suggested agendaizing further discussion for a future meeting.
4. Consent Calendar: a. General Ed Applications b. Stand Alone Application	Speaker: Carolyn Holcroft Request to pull HIST 10 for discussion due to a missing signature on the sub-committee form. Discussion occurred. M/S/C (Schultz, NacNiel) 1 abstention. All others (GE & Stand Alone) motion to approve (Day, Starer) approved. The committee commends the sub-committees for all the hard work.
5. Discussion of GE App for SPED/CNSL 72 for Area IV: Social and Behavioral Sciences	Speaker: Ernie Schmidt Concerns intro'd by Ziegenhorn. The sub-committee was unable to come to a consensus. CCC agreed that as currently written COR does not specify inclusion of all requirements for inclusion in Area IV, important so all faculty teaching course would be held to same standard and focus. Made suggestions for additions/clarifications to the COR and the application. Cashmore also suggested that Schmidt might consider expanding the course to a 4-unit course as the content could easily be expanded, and by

	being 4 units it would then meet the entire area requirement, thereby not requiring the student to take an additional course to meet the requirement for that area.
6. New Course Process Resolution	<p>Speaker: Carolyn Holcroft</p> <p>This draft of the resolution clarifies that each Curr Rep is responsible to provide division info to the CCC and then all reps must be responsible to inform their own divisions, and facilitate conversations should concerns about overlap arise. Clarifications requested. Lankford (move), Horowitz (second) to approved the resolution with its current language now. Motion Fail. Holcroft will make modifications based on these discussions, forward the draft ASAP and the CCC Reps will return to their divisions for discussions. Please be prepared to take action at the January 17th meeting.</p>
7. GE Reciprocity from other CCs	<p>Speaker: Isaac Escoto</p> <p>Escoto introduced the issue that precipitated this resolution. This is only for students that have completed an associate's degree at another California community college. Many students affected by lack of reciprocity and many are re-entry students changing careers, some are allied health students. Starer recommended that this discussion should not be held here but with the Academic Senate. Holcroft reminded the group that the issue was raised two years ago when we had problems that decisions that were made by this body, were then reversed by the AS and that undermined the decisions made by Curriculum and it was established at that time that AS would support the decisions of this committee. Also reminded that traditionally senate is extremely reticent to take on matters perceived in any way as curricular. It was moved (Ragey, Schultz) that CCC should continue this discussion. Approved. Day and Escoto will make some changes and return it to the CCC in January. The committee was informed that we will likely be required to have 12 transfer degrees by 2012.</p>
8. Independent Studies vs. Selected Topics	Moved to next agenda
9. Non-Credit Curriculum Processes	Moved to next agenda

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Attendees:

K. Armstrong, J. Baker, F. Cammin, B. Cashmore, B. Day, I. Escoto, M. Francisco, R. Hartwell, C. Holcroft, K. Horowitz, K. Jones, M. Nobel, S. Lankford, A. Lee, D. MacNeil, K. Messina, J. Ragey, E. Schmidt, G. Schultz, B. Shewfelt, P. Starer, B. Ziegenhorn

Minutes recorded by: C. Nuñez