

**College Curriculum Committee
Meeting Minutes
Tuesday, December 4, 2012
2:03 p.m. - 3:27 p.m.
President's Conference Room**

<u>Item</u>	<u>Discussion</u>
1. Minutes: November 20, 2012	Minutes approved with one correction: the prereq for CHEM 30A will change to add "or MATH 217". M/S (Armstrong, Cammin) Approved . The Communique will note the correction as well.
2. Announcements a. New Course Proposals b. GE Subcommittee Volunteers c. Transfer Degree Process d. Summer 2013 Catalog Start	Speaker: Carolyn Holcroft, Kimberlee Messina a. New COR proposals introduced. Please remember to forward them to your constituents for their review with an eye towards potential areas of overlap/collaboration. Also reminded that division CCs are still expected to be diligent as they review course(s) for need, justification, appropriateness, etc. b. Volunteers: Simon Pennington to Comm/Analytical, Kay Thornton & Hilary Gomes to Humn; potentially Bruce McLeod for LLL. Cammin suggested that in the event that we cannot gather enough volunteers, CCC will review and make decisions. c. TMC Applications: when beginning process of developing a transfer degree, imperative to see Bernie first and then meet with Cori, both BEFORE going to the division cc. d. Due to many issues, the next Catalog (and all future catalogs) will start with Summer 2013. We are going to do our best to get all new courses currently in the pipeline completely through the State Curriculum approval process in time to be taught early summer '13. Warning: If you have a brand new course that you want to be UC transferable, we will not be able to offer the course as "UC transferable" for Summer 2013 quarter.
3. Report out from Divisions	Speaker: John Fox, Simon Pennington BSS: BUSI 22 is changing from 4 units to 5. FA: FA 1 & 2 have changed to MDIA 11 & 12; Performing Arts Alliance CORs have been completely rewritten and renumbered; THTR dept. has made major changes to their program. Some CORs have been deactivated with some material being rolled into others, plenty of new CORs and a lot of deactivates.
4. Equivalent Courses	Speaker: Carolyn Holcroft/Kimberlee Messina <ul style="list-style-type: none">Cammin asked what, if anything, we are doing with those areas that have conferred with their DA colleagues and have agreed that there are no course equivalents? Nuñez will make a notation on the tracking list of those depts that have agreed that there are no courses that align.What happens if some areas don't agree? What if a FH course gets a C-ID number and DA's doesn't or vice a versa? The VPI and Curr Co-Chairs will have discussions to help reconcile. In the end, the external authority will force some decisions if both courses have the same C-ID.
5. Anthropology AA-T	Speaker: Sam Connell This program application was modeled after the successful

	<p>PSYC and SOC applications that have received State approval. Connell participated in the statewide group that created this TMC. This model was designed to be very broadly inclusive. Question asked about the lengthy list of options on this application as some of the other applications we have seen that had a very limited list of options. Since each discipline TMC is being developed by faculty from that specific discipline, they look very different from each other. Not all of the courses have C-ID options right now as they have not been developed as yet. The CSU faculty are driving a lot the courses listed on the TMCs. Holcroft encouraged others to participate in the discipline meetings to give as much input as possible. All of the TMCs are scheduled to be reviewed on a five-year cycle so there will probably be opportunity to offer ongoing opinions. This item will be on the agenda for action at the next CCC meeting, Jan 15th.</p>
6. Leadership & Service Certificate of Achievement	<p>Speaker: Daphne Small The purpose of this certificate is to acknowledge the skill set that students develop when they participate in campus life. Competition to transfer to four-year institutions is becoming more and more difficult. This certificate is transcriptable so it documents this leadership skill set and may give students a leg-up on other students competing for limited space at four-year institutions. The certificate validates that the student has gained recognizable skills in leadership and advocacy. When a student completes it they are completing their IGETC/CSU Breadth GE pattern with only 8 additional units that are not a part of the GE pattern. Messina requested that the independent study courses be modified to the new standard version of Independent Study. Day suggested that although it is an additional 8 units beyond requisite GE, the certificate may help students enter the UC system which has become very competitive. Student rep, Mostafa, has had personal experience in the benefit in her efforts in applying to other institutions. This certificate will be agendized for action at the next CCC meeting, Jan 15th.</p>
7. GE Resolution	<p>Speaker: Isaac Escoto This resolution was brought to CCC last meeting and suggestions were made for modification. Armstrong thought that a change was being made to this resolution to stipulate a petition process for this to occur, not that there was an “automatic” assumption that basically erases the existence of catalog rights. This resolution would change the process to allow counselors to review student transcripts and enter an internal “waiver” in Banner to document the allowance to use a course no longer on the GE list. Escoto and Cellilo made it very clear that students will need to ask a counselor and this is in no way eliminating Catalog rights. This is creating the possibility that a student “may” request a waiver whereas the past policy was that the counselors’ hands were completely tied and there was no room for making a request. Much discussion about potential advantages and disadvantages of catalog rights. M/S (Starer/Hanning) Approved</p>
8. Curriculum Alignment Summit	<p>Speaker: Bernie Day Day recently attended the two-day Student Success Task Force Alignment of Course Offering Summit which was held</p>

	to address SSTF Recommendation 4.1: Align Course Offerings to Meet Students' Needs: "Highest priority for course offerings shall be given to credit and noncredit courses that advance students' academic progress in the area of basic skills, ESL, CTE and certificate attainment, and transfer..." The purpose of the summit was to convene a committee of community college administrators, faculty, and students to review new and emerging community college practices related to scheduling of courses in a manner that meets student demand and need. The committee met to define the scope of the SSTF recommendation in this area, reviewed existing practices, examined new strategies, and considered automated systems that could lead to an improved alignment of course offerings with student demand. The committee's work will be shared with the CCC Chancellor and other leaders. Day will share more information as it becomes available.
--	---

Attendees: Kathy Armstrong (PSME), Judy Baker (Dean), Falk Cammin (LA), Rachelle Campbell (BH), Bea Cashmore (ALD), Jerry Cellilo (CNSL), Bernie Day (Articulation Officer), Isaac Escoto (CNSL), John Fox (BSS), Marnie Francisco (PSME), Brenda Hanning (BH), Carolyn Holcroft (Faculty co-chair), Kay Jones (LIBR), Marc Knobel (PSME), Don MacNeil (P E), Jean McCarron (Instr), Kimberlee Messina (VP, Instruction, Administrator co-chair), Mariam Mostafa (Student Rep), Simon Pennington (FA), Barbara Shewfelt (P E), Paul Starer (Dean, L A)

Guests: Sam Connell (ANTH), Daphne Small (Student Activites)

Recorded by: C. Nuñez