

College Curriculum Committee
 Meeting Minutes
 Tuesday, January 21, 2014
 2:10 p.m. - 3:43 p.m.
 President's Conference Room

<u>Item</u>	<u>Discussion</u>
1. Minutes: December 3, 2013	Correction in section #2: regarding the BSS report, change the wording to "some of which need changes". M/S (Hartwell/Evans) Approved.
2. Announcements: <ul style="list-style-type: none"> a. New Course Proposals b. Notification of Proposed Prerequisites/Corequisites c. Requisite Forms Timing d. Academic Academy - GE Information e. Report Out from Divisions 	Speaker: Isaac Escoto <ul style="list-style-type: none"> a. New courses introduced. JRYM has mention of the learning types in the description. Suggested that the wording be removed. b. Prereq/Coreqs list: This new list is for the purpose of notification to the divisions as outlined in the new Content Review forms. Svetich informed the committee that when ENGL 1A is used as a prereq/coreq, it should also include ENGL 1AH and 1T as they satisfy the same requirement. c. All supplementary forms should be finished when the CORs are presented to the division cc. As the forms are approved by the division, CCC reps will forward them to the Instruction office. There has been some misunderstanding as to which courses are required to complete Content Review Forms this cycle. Any course that has been modified for any reason this cycle, and has a prerequisite or co-requisite, must complete the appropriate form. Armstrong noticed in her own division that there seems to be some inconsistencies in stating math or English placement as an equivalent. Nunez informed the group that once the departments make decisions on those items and forward a memo to her with very specific instructions regarding which courses should be modified, Nunez will make the corrections for the 2014-15 Catalog. d. Conference Feb 21st & 22nd in Napa. Where does GE fall in the push to get students out in 2 years and with a 90 unit ceiling? CCC, CSU as well as UC will be represented. For those interested in attending, check staff development funds. e. Report Out: <ul style="list-style-type: none"> BSS: GIST took 3 certificates and 1 degree to PaRC. BH: Interventional Pulmonology program in the works. KA: Kinesiology ADT has been approved by our Board and is ready to send. <p>Please remember the next meeting will be in 8330.</p>
3. Consent Calendar <ul style="list-style-type: none"> a. Stand Alone Forms 	Speaker: Isaac Escoto <p>Armstrong asked about what may appear to be the "tacking on" of courses to AA/AS/CAs so that they are not Stand Alone. In particular, she noted workforce courses. Messina assured the committee that we have state approval for a number of Career Technical degrees and certificates. Discussion followed.</p> <p>GIST 101 series: The titles of these courses include the reference "for K-12 Teachers". As these courses are open to the general public, it was suggested that the titles be changed. LINC faculty will be contacted with the suggestion.</p>

	<p>Courses for action: APEL 123A, 125A, APPR 159, 168, APPT 129, 135A, 135B, 137A, 137B, 153, APRT 141B, 155A, 155B, ESLL 250, GIST 90A, 90B, 90C, 101A, 101B, 101C, 101D, JRYM 100, 105, 107, MDIA 30, 31, 51, 52, SPAN 51. M/S (Knobel/Murray) Approved.</p>
4. CCC Structure	<p>Speaker: Isaac Escoto Escoto explained the thought process for the proposal/draft curriculum flow chart created by the Curriculum Team. Discussion included:</p> <ul style="list-style-type: none">• Does this process need to be specific review of every single course or give everyone the opportunity to review the CORs as informational items?• Sometimes the COR proposal may morph from its original concept as an informational item on the agenda, to something very different towards the end of the approval process. Should we care? Does that make a difference?• Are the details of courses what we want to consider later in the curriculum approval process? We don't want to begin picking apart courses but rather rely on the discipline experts to determine the content.• Why is administration accepting courses if they are turned in after the due date? They should be turned away.• One of the things that could be handled at the CCC is discussion about the appropriate discipline for each course.• Armstrong recommended that the review at CCC be Consent Calendar items. <p>This topic will be discussed further.</p>

Attendees: Shawna Aced (Instr), Micaela Agyare (LIBR), Kathy Armstrong (PSME), Jerry Cellilo (CNSL), Isaac Escoto (Faculty Co-Chair), Brian Evans (BSS), Marnie Francisco (PSME), Konnilyn Fieg (BSS), Hilary Gomes (FA), Brenda Hanning (BH), Robert Hartwell (FA), Carolyn Holcroft (BH), Kurt Hueg (Dean, BSS), Kay Jones (LIBR), Marc Knobel (PSME), Allison Lenkeit Meezan (BSS), Kimberlee Messina (VP, Instruction, Administrator co-chair), Peter Murray (Dean, PSME), Barbara Shewfelt (P E), Paul Starer (Dean, L A), Kella Svetich (L A)

Minutes Recorded by: C. Nuñez