

College Curriculum Committee
Meeting Minutes
Tuesday, April 15, 2014
2:01 p.m. - 3:19 p.m.
President's Conference Room

<u>Item</u>	<u>Discussion</u>
1. Minutes: March 18, 2014	Minutes as written. M/S (Starer/Armstrong) 1 abstention Approved.
2. Announcements: <ul style="list-style-type: none"> a. Notification of Proposed Prequisites/Corequisites b. New Course Proposal c. GE Draft for 2014-15 d. IGETC & CSU GE e. Report Out from Divisions 	Speaker: Isaac Escoto <ul style="list-style-type: none"> a. Announced additional/new prerequisites and corequisites for 2014-15. b. New course proposal - for a BH course. c. GE draft for 2014-15 - Please let Nuñez know if there are any changes or errors. d. New courses on the list this year. Day served as a reviewer on the CSU GE review, first time ever community college faculty were invited to participate! e. Report Out: <ul style="list-style-type: none"> PS: CHEM 20, an environmental chemistry course, has been added as a prereq for CHEM 1A as an alternative path to enter the Chemistry sequence. IGETC also retroactively approved the course. FA: The division voted to move their curriculum cycle to a June deadline for all curriculum changes. BH: Are also leaning toward a spring curriculum deadline and they will be having additional discussions at their April division meeting. BSS: Apprenticeship is making headway in their work to make improvements in curriculum.
3. ADT Reciprocity/Course Substitutions	Speaker: Isaac Escoto <p>ASCCC is hoping that in keeping with the spirit of SB 1440, all colleges honor courses from other institutions for an ADT, when it makes sense to do so. If our ADT does not include a particular course or courses as options, but the student in good faith took a course at the other institution for that section on their ADT, we should honor that course for that section. It was mentioned that there might be some unforeseen consequences for students who are following a specific ADT course list but are also looking to prepare for transfer to the UC system, as the UC major course list may be more extensive than the limited units required in the TMC. High unit majors may pose potential issues when students are looking to prepare for ADTs as well as multiple transfer institutions. Discussion about "Areas of Emphasis" TMCs is being worked on.</p>
4. Content Review Form Modifications	Speaker: Isaac Escoto <p>Armstrong, Francisco and Knobel presented their two suggested modifications to the Content Review form. In the first example, they modified the form, calling it version "S", that could be used when the prereq or coreq is within the same discipline. Through the process, they arrived at another version that could possibly replace the three documents with a single document that may be used for all instances. The committee reviewed these documents and liked the idea of a single form. The committee thanked them for all their work. Nuñez offered to rework the document to include the changes and possibly make the document a little easier to navigate. We</p>

	will look at the updated single form at the next meeting.
5. Curricular Calendar	Speaker: Isaac Escoto Some faculty in PSME prefer non-substantial changes in June and substantial changes in October. This idea prompted discussion regarding the benefits of having a single deadline in June. CCC members agreed that with all things considered, a single June deadline would be best practice. It is understood there are situations that might warrant an additional new course be added after June due to the advent of a new trend or innovation in a field substantial enough that it would be considered an exception. Discussion about establishing a petition process to address the exceptions; some appeal process for those courses that miss the deadline and still want/need to be pushed forward. It would be the responsibility of the CCC to look at these petitions. Discussion will continue next meeting to talk about when we would make the change.
6. Certificate Residency Requirement	Speaker: Isaac Escoto The consensus of the committee was that we should require 50% residency for certificates of achievement with the exception of the IGETC and CSU Breadth certificates. We also need to clearly state in the Catalog and website that C-ID courses cannot be required to re-take in order to meet the 50%.
7. Lecture/Lab Activity Category	Speaker: Kimberlee Messina There has been an ongoing discussion within the District regarding load and through these discussions, the subject of the activity we call lecture/lab was identified as a secondary issue that needed to be addressed. A Lecture/lab Task Force was established and after discussions and negotiations, we will be eliminating lec/lab as a category for course activities. From here forward, as new courses are developed, "lec/lab" should not be used as an activity type. Clear definitions of various lab types will be provided. The Instruction Office will provide some direction in the near future as to how we will address the corrections that will need to be made in the current courses.

Attendees: Micaela Agyare (LIBR), Kathy Armstrong (PSME), Jerry Cellilo (CNSL), Bernie Day (Articulation Officer), Escoto (Faculty Co-Chair), Marnie Francisco (PSME), Konnilyn Fieg (BSS), Hilary Gomes (FA), Brenda Hanning (BH), Kurt Hueg (Dean, BSS), Kay Jones (LIBR), Marc Knobel (PSME), Kimberlee Messina (VP, Instruction, Administrator co-chair), Simon Pennington (FA), Paul Starer (Dean, L A), Kella Svetich (L A)

Minutes Recorded by: C. Nuñez