

College Curriculum Committee  
Meeting Minutes  
Tuesday, May 20, 2014  
2:04 p.m. - 3:34 p.m.  
President's Conference Room

<u>Item</u>	<u>Discussion</u>
1. Minutes: May 6, 2014	Move to approve minutes with one correction in section 2b, drop off sentence. <b>M/S</b> (Cashmore, Knobel) <b>Approved</b> , 2 abstentions.
2. Announcements: a. New Course Proposal  b. Curriculum Dates  c. ADT Update  d. Report Out from Divisions	<b>Speaker: Isaac Escoto</b> a. New course proposal introduced. Please distribute to your constituency groups. Armstrong informed the committee that there is great interest in creating 1 unit seminar courses and they are having difficulty finding examples of these types of courses. Messina reminded the group that this type of seminar is more of a graduate type of activity, so perhaps we need to have more conversation regarding what will be involved in this type of course. Will these courses be passive lectures requiring no outside of class assignments or a lecture that requires assignments and homework? b. Curriculum Dates for this year: 12/5/14 due date for Summer 2015, 6/19/14 due date for Summer 2016. Be aware that this means that we will be working on curriculum for two different catalog years, within the same calendar year. c. ADT Update: we will have the last 6 applications to the FHDA Board on June 16 <sup>th</sup> . With these approvals, we will be 100% compliant with the law. d. Report Outs: Bea Cashmore is retiring and therefore she is looking for a replacement. Jerry will also be stepping off and Leanne Emmanuel will be filling the Counseling spot. Pennington and Hartwell are trying to find replacements, but until they are able to do so, they will continue to serve.
3. New Program Review	<b>Speaker: Isaac Escoto, Allison Lenkeit Meezan</b> Geographic Information Technology is classified as an emerging technology and has nationally vetted curriculum. There was a grant awarded 3 years ago to expand and enrich this growing discipline. These applications are for an AA degree and 3 certificates of achievement. The descriptions for each of the certificates look identical, so perhaps there needs to be some differentiation between them. The suggestion was made that perhaps there should be a new CAD for multiple disciplines course written, rather than using the HORT course.
4. Lecture & Lab Definitions	<b>Speaker: Isaac Escoto, Kimberlee Messina</b> These descriptions are a culmination of the faculty negotiation discussions around the elimination of Lecture/Laboratory activity. Be very careful in defining your courses as lecture and laboratory. Our articulation is dependent on how we define our courses. In most instances, 4-year institutions view lec/lab as lab time. Some universities have a required number of laboratory hours for a course to be transferable. Day and Nunez will make themselves available to assist faculty in making the corrections. For 2014-15, all new courses must only use lecture and lab designations. Load conversions will occur

	for labs beginning with the Fall 2014 quarter. The Curriculum Team is working on a streamlined solution to make changes to the current courses. More to come.
5. Academic Senate & CCC Interconnection	<p><b>Speaker: Isaac Escoto</b></p> <p>We want to remind the committee that we are a sub-committee of the Academic Senate and we will continue to support each other in what we would like to accomplish. The “10 + 1” is the list of things the Academic Senate has been charged to oversee:</p> <ul style="list-style-type: none"><li>• Curriculum, including establishing prerequisites.</li><li>• Degree and certificate requirements.</li><li>• Grading policies.</li><li>• Educational program development.</li><li>• Standards or policies regarding student preparation and success.</li><li>• College governance structures, as related to faculty roles.</li><li>• Faculty roles and involvement in accreditation processes.</li><li>• Policies for faculty professional development activities.</li><li>• Processes for program review.</li><li>• Processes for institutional planning and budget development.</li><li>• Other academic and professional matters as mutually agreed upon.</li></ul> <p>Please think about the things we would like to accomplish. “Multiple measures” is one topic that might be relevant for us to consider. Credit by Exam: what would we like to approve, to see as tools. Some faculty felt that the experience of being in a classroom vs. taking a test is not the same depth of experience of learning. It can differ from department to department.</p>
6. Content Review Form	<p><b>Speaker: Isaac Escoto</b></p> <p>Content Review form: this is the last version that we have prepared. Highlighted section is just to indicate the changes. Question: If there is a requirement based on the 4-yr institution, do we need 2 faculty participants? Through discussion, the committee concluded that should this be the case, it’s not necessary to have two and therefore, we should change the wording to indicate such. Nuñez will attempt to correct the wording.</p>
7. Course Outline Review	<p><b>Speaker: Cori Nuñez, Bernie Day</b></p> <p>Review of a course currently in Edit using the “Reviewing CORs” instruction sheet.</p>

**Attendees:** Micaela Agyare (LIBR), Kathy Armstrong (PSME), Rachelle Campbell (BH), Bea Cashmore (AL), Bernie Day (Articulation Officer), Isaac Escoto (Faculty Co-Chair), Marnie Francisco (PSME), Hilary Gomes (FA), Brenda Hanning (BH), Robert Hartwell (FA), Kurt Hueg (Dean, BSS), Kay Jones (LIBR), Marc Knobel (PSME), Allison Lenkeit Meezan (BSS), Don MacNeil (KA), Kimberlee Messina (VP, Instruction), Kella Svetich (L A)

**Minutes Recorded by:** C. Nuñez