

College Curriculum Committee
Meeting Minutes
Tuesday, November 18, 2014
2:03 p.m. - 3:31 p.m.
President's Conference Room

<u>Item</u>	<u>Discussion</u>
1. Minutes: November 4, 2014	Minutes as written M/S (Armstrong, Serna) Approved.
2. Announcements a. New Course Proposals b. GE Sub-Committee Membership	Speaker: Isaac Escoto a. Escoto introduced the New Course Proposals. There was a question regarding how to determine if a course should be a credit course vs non-credit course. Discussion regarding SPAN 192 (Spanish tutor training course) and what would make it a credit course vs a non-credit course. Discussion regarding PSE/L A 151. Conversation about possible similarity between these courses and other courses (Supplemental Instruction). The new course proposal, ENGR 11, incorporates specialized MATLAB software and it's being developed specifically for the ADT. Suggestion that adding the unit value to the proposal form would be very helpful. Nuñez will add that field asap. b. GE Committee list was reviewed and the group was asked if there's anyone else interested in participating. Please let Escoto, Nunez or LaManque know if anyone is interested in participating. Kay Jones volunteered to assist in any area that needs assistance.
3. Certificate of Achievement, Personal Trainer	Speaker: Isaac Escoto The certificate was updated to include a degree-applicable business course and removed a physical activity course. Mention of concern regarding "plopping" in another course to replace the non-degree applicable course in the original application. Assurance that robust conversation took place before removing the activity course and adding BUSI 95. The committee was reminded that we need to be thoughtful as we build or adjust programs. We want to always consider effects to student as well as possible unit creep. M/S to approve as updated (Armstrong, Hanning) Approved.
4. Hybrid Course Follow-Up	Speaker: Kate Jordahl, COOL (Committee On Online learning) Committee Chair There are specific definitions for Online and Hybrid course delivery. A problem was brought up, that must be addressed: completed online addendum forms go to Judy Baker's office, and may not be looked at again after being turned in. Reminder that this is faculty purview and we need to be cognizant of what is being done during the "online" portion of a course. We have requirements that we must meet from multiple bodies: federal regulations, Chancellor's office requirements, accreditation requirements and auditors. Reminder of the importance of these being department decisions, and not an individual faculty member's decision. Perhaps this form should "live" as an addendum to the COR and they should be updated on the same cycle as the COR update. The COOL committee would like to suggest that each department discuss and create guidelines for hybrid and online course decisions. Jordahl would like any and all feedback, that she would relate back to COOL.

Approved, December 2, 2014

5. Grade Option Publication	Speaker: Isaac Escoto As per our discussions at the last CCC meeting, an example was presented for the possible catalog language. In the body of the Catalog, on page 46 is information regarding grading. There will be additional wording added to clarify that all courses are for letter grade unless otherwise specified. The committee agreed upon the following designations: "P/NP available" and "P/NP only"
6. GE Pathways	Speaker: Isaac Escoto Positive feedback about the GE Pathways concept from multiple counselors. Some themes/pathways that have been suggested: global change, women studies and gender communication combination.

Attendees: Kathy Armstrong (PSME), Rachelle Campbell (BH), Bernie Day (Articulation Officer), Isaac Escoto (Faculty Co-Chair), Brian Evans (BSS), Marnie Francisco (PSME), Hilary Gomes (FA), Brenda Hanning (BH), Robert Hartwell (FA), Kurt Hueg (Dean, BSS), Kay Jones (LIBR), Andrew LaManque (AVP Instruction, Administrator co-chair), Allison Lenkeit Meezan (BSS), Don MacNeil (KA), Lety Serna (CNSL), Kella Svetich (L A), Lan Truong (CNSL)

Guests: Kate Jordahl (COOL Comm Chair), Kimberlee Messina (VP, Instruction)

Minutes Recorded by: C. Nuñez