Curriculum Committee
Reviews and recommends to the College President all new courses, new programs, modifications to existing courses and programs, and graduation requirements. This committee’s charge include these academic and professional matters as identified in Education Code 53200(c): curriculum, including establishing prerequisites and placing courses within disciplines; degree and certificate requirements; and educational program development.

GOALS for 2014-2015
Continue Implementation of course cycle of review (5-Year Review)

- Continue implementation of COR/program cycle of review
- Ensure compliance on repeatability issues
- Review prerequisite/corequisite establishment process
- Ensure compliance on degrees
- Work on development of newly approved AD-T degrees
- Ensure all ADTs meet C-ID requirements
- Continue implementation of CTE 2-year program review processes
- Develop rubric for GE course qualification, outcomes, and assessment
- Develop SLO component in CurricUNET
- Review DE Addendum and standard policy

Curriculum Committee Members:

- Co-Chair, EVP: Lori Bennett
- Co-Chair, Faculty: Jerry Mansfield
- Curriculum Technician: Vacant (non-voting)
- Instructional Data Specialist: Alan Courter (non-voting)
- Instructional Data Specialist: Kim Watters (non-voting)
- Articulation: Letrisha Mai
- Library Resources: Mary LaBarge
- Academic Senate President: Mary Rees (ex officio)
- AFT Representative: Rex Edwards (non-voting)
- Dean: Amanuel Gebru
- Dean: Lisa Putnam
- Dean: Julius Sokenu
- Student Representative: Melvin Kim
- ACCESS/LS: Sile Bassi
- Behavioral Sciences: Elisa Setmire
- Business: Vacant
- Chemistry & Earth Science: Robert Keil
- Communications Studies/Theatre Arts/FTVM: Candice Larson
- Counseling: Donny Munshower
- EATM: Vacant
- English/ESL/World Languages: Wade Bradford
- Health Science: Linda Loiselle/Olga Myshina
- Kinesiology, Athletics & HED: Remy McCarthy
- Life Sciences: Sandy Bryant
- Mathematics: Christine Aguilera
- Music: Robert Salas
- Dance: Robert Salas
- Physics, Astronomy & Engineering: Scarlet Relle
- Social Sciences: Hugo Hernandez
- Visual & Applied Arts: Tim Samoff

Guests
MINUTES

Meeting began at 1:08 p.m.

APPROVAL OF MINUTES: March 3, 2015
Co-Chair Jerry Mansfield called for a motion to approve the March 3, 2015 Meeting Minutes. Candice Larson motioned for approval. Dean Julius Sokenu seconded the motion. The motion carried with no votes against and no abstentions.

INFORMATION ITEMS:
A. January – CTE: Theatre Arts; Technical Theatre; Disciplines: Astronomy, World Languages B.
   February – CTE: Business Administration; Disciplines: Communication Studies, Film Studies
C. March – CTE: Photovoltaic Technology

DISCUSSION:
A. DE Addendum/Best Practices Update
   Lori Bennett told the Committee that the Best Practices “guide” will be posted on the Moorpark College website. She noted that the effective date for the new distance education addendum form would be fall 2015. Jerry Mansfield thanked Elisa Setmire, Tim Samoff, and Joanna Miller for their efforts as members of the DE subcommittee.

B. Credit Limitation Update
   Lori Bennett told the Committee that discussion of the credit limitation issue is ongoing and that she will be following up with the deans regarding the implementation of the changes and their effective date. She noted that details regarding the timing of these changes would be forthcoming.

C. COR Review
   Jerry Mansfield discussed the COR review handout (supplied at the March 3 meeting) with the Committee. He advised that any COR developer/editor should use the text guide when working with CurricUNET. The guide may be found by going to the following web address: http://www.moorparkcollege.edu/sites/default/files/files/faculty-staff/committees/curriculum/Resources/cor_template_how-to-guide_8.22.14.pdf. Candice Larson asked what can be done for faculty members unavailable for the training at the beginning of the year, in particular the stand-alone training. Jerry Mansfield said that the rules regarding stand-alone courses had changed and that that training is no longer needed. Remy McCarthy mentioned that basic training on COR completion and CurricUNET for new Committee members and faculty as well as review for current members would be very helpful. Jerry Mansfield directed members to the Moorpark College webpage for curriculum resources: http://www.moorparkcollege.edu/faculty-and-staff/curriculum-committee/resources, for helpful documents.

Regarding the handout: Scarlet Relle described errors she found in the handout. Donny Munshower identified inconsistencies in Methods of Instruction and Methods of Evaluation. Mary LaBarge addressed errors in Typical Assignments. Mary Rees mentioned the importance of aligning COR contents with the C-ID descriptor. Robert Keil asked why “Other” was a required field in Methods of Evaluation. Mary Rees explained that the State doesn’t like checkboxes and wanted greater detail to be provided with regard to student evaluation. She noted that at one time the Chancellor’s Office was pulling this particular section of the COR for investigative purposes and that this was the fastest way to get at the information they wanted to examine given the limited searching capabilities at the time. She mentioned that, moving forward, these types of audits may not be necessary as search capabilities become easier due to more and more data becoming digitized. Letisha Mai discussed Parallel Courses. She told the Committee that for a transferable course, the use of lower division courses at CSU and UC schools aligns with the College mission. She noted that for CTE courses, the use of CCC
courses may be necessary as those courses may not be transferable. Mary LaBarge asked about material fees. Lori Bennett advised against requiring material fees unless a student, at the conclusion of the course, takes possession of something covered by the amount of the fee. Jerry Mansfield advised the Committee, when reviewing a new or substantially revised course, to look for justification regarding how the course impacts degree patterns. Scarlet Relle asked if an advanced course could satisfy a GE requirement. Letrisha Mai said that the GE Committee would review the course; the fact that a course is considered advanced does not disqualify it from GE consideration. The review of the course must show that it conforms to GE criteria, i.e., the subject and content of the course and not its level of difficulty. Lisa Putnam told the Committee that the SLO panel must be completed.

D. Consent Agenda Course Discussion

Jerry Mansfield told the Committee that the curricular modification for TTHA M50 was a correction of the title that was changed in error when the course was cloned from THA M50. Candice Larson told the Committee that the AS-T in Film, Television, and Electronic Media modification was the removal of several courses from List C to make the degree less confusing to students.

E. Other

Lori Bennett told the Committee that Carmen Leiva had resigned as Curriculum Technician and that a subgroup of the Committee will be meeting to discuss how to handle the workload moving forward.

**CURRICULUM REVIEW:**

**Consent Agenda:**

A. Curricular Modifications:

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<th>Units</th>
<th>GE</th>
<th>DE</th>
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**Action Agenda:**

A. New Courses: No items to discuss.

B. Substantial: No items to discuss.

C. Degrees/Programs:

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<td>A.S.</td>
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<tr>
<td>Associate in Science in Film, Television, and Electronic Media</td>
<td>Modification</td>
<td>A.S.</td>
<td>Approved w/17 votes</td>
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Meeting adjourned at 2:10 p.m.
NEXT MEETING: Tuesday, April 7, 2015, 1:00-2:30 p.m.

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