

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 2017-2018

Continue implementation of course cycle of review (5-Year Review)

- Continue implementation of COR/program review
- Ensure compliance on repeatability issues
- Review prerequisite/co-requisite establishment process
- Ensure compliance on degrees
- Work on development of newly approved ADTs
- Ensure all ADTs meet C-ID requirements
- Expand GE Committee
- Continue implementation of CTE 2-year program review processes
- Develop rubric for GE course qualification, outcomes, and assessment
- Maintain/coordinate SLO component in CurricUNET
- Review DE addendum and standard policy
- Implement new DE addendum in CurricUNET

Curriculum Committee Members:	
<input checked="" type="checkbox"/> Co-chair, VP: Julius Sokenu <input checked="" type="checkbox"/> Co-chair, Faculty: Jerry Mansfield <input type="checkbox"/> Curriculum Technician: <i>Vacant</i> (non-voting) <input checked="" type="checkbox"/> Academic Data Specialist: Alan Courter (non-voting) <input type="checkbox"/> Academic Data Specialist: <i>Vacant</i> (non-voting) <input checked="" type="checkbox"/> Articulation: Traci Allen <input checked="" type="checkbox"/> Library Resources: Mary LaBarge <input checked="" type="checkbox"/> Academic Senate President: Nenagh Brown (ex officio) <input type="checkbox"/> AFT Representative: Rex Edwards (non-voting) <input checked="" type="checkbox"/> Dean: Carol Higashida <input checked="" type="checkbox"/> Dean: Mary Rees <input type="checkbox"/> Student Representative: Donna Rahgoshay <input checked="" type="checkbox"/> ACCESS/Learning Skills: Jolie Herzig <input type="checkbox"/> Behavioral Sciences: <i>Vacant</i>	<input type="checkbox"/> Business: <i>Vacant</i> <input type="checkbox"/> Chemistry & Earth Sciences: Robert Keil <input checked="" type="checkbox"/> Child Development/Education: Cynthia Sheaks-McGowan <input checked="" type="checkbox"/> Counseling: Jodi Dickey <input type="checkbox"/> EATM: <i>Vacant</i> <input checked="" type="checkbox"/> English/ESL/World Languages: Wade Bradford <input checked="" type="checkbox"/> Health Sciences: Olga Myshina <input checked="" type="checkbox"/> Kinesiology, Athletics & HED: Remy McCarthy <input checked="" type="checkbox"/> Life Sciences: Beth Miller <input checked="" type="checkbox"/> Mathematics: Daniel Rubinstein <input checked="" type="checkbox"/> Fine and Performing Arts: Robert Salas <input checked="" type="checkbox"/> Physics, Astronomy & Engineering: Scarlet Relle <input checked="" type="checkbox"/> Social Science: Hugo Hernandez <input checked="" type="checkbox"/> Media Arts and Comm Studies: Svetlana Kasalovic <input type="checkbox"/> CTE Faculty Liaison: <i>Vacant</i>

Guests	
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MINUTES

Meeting began at 1:07 p.m.

APPROVAL OF MINUTES: December 5, 2017

Co-chair Jerry Mansfield called for a motion to approve the December 5, 2017 Meeting Minutes. Daniel Rubinstein mentioned that there was an error in the draft of minutes under the discussion items in section D3. The committee agreed with his proposed revision. Wade Bradford motioned for approval. Jolie Herzig seconded the motion. The motion passed with no votes against and eight abstentions: Traci Allen, Hugo Hernandez, Carol Higashida, Svetlana Kasalovic, Remy McCarthy, Olga Myshina, Robert Salas, and Cynthia Sheaks-McGowan.

INFORMATION ITEMS:

- A. 2017—**Disciplines:** Nursing (in process); Political Science; Art and Art History (in process); Business; Accounting; Journalism
- B. Jan—**Disciplines:** Theatre; Technical Theatre; **CTE:** Criminal Justice; FTVM
- C. Feb—**Disciplines:** Mathematics; Philosophy; Physical Science; **CTE:** CNSE; Game Design
- D. March—**CTE:** Photovoltaic; RADT; Biomedical Device Manufacturing
- E. **PAST DUE:** Child Development (9/16); Work Experience (9/16); Graphics (11/17); CNSE (12/16);
Computer Science (1/17); **CTE:** Child Development; Biotechnology

DISCUSSION:

A. Non-Credit Meeting

Academic Senate President Nenagh Brown mentioned that a meeting covering the topic of non-credit classes was scheduled for Thursday, January 18, from 1-3 p.m., at the district office. Jerry Mansfield said that the meeting of the Tech Review subcommittee that had been scheduled for that day had been postponed until January 25 in order that members could attend the workshop.

B. Revision Schedule

Jerry Mansfield told members that they were behind in reviewing courses and that there were more courses coming up for review than there were meeting dates scheduled for Tech Review. He asked for any member representing a discipline that had past due courses to please contact him. Olga Myshina said she thought all the nursing courses were complete. Jerry Mansfield replied that health science (HS) courses still needed to be updated. Co-chair Julius Sokenu said that being two years behind in curriculum updates is not acceptable and that the College really needs up to date curriculum to offer classes to students. Cynthia Sheaks-McGowan said that child development has completed its revisions. Dean Mary Rees said she would double check computer sciences but that she thought their revisions were complete. Nenagh Brown asked who was responsible for work experience. Traci Allen replied that she was emailing Shannon Johnson and Dean Howard Davis to make that determination. Jerry Mansfield displayed for the members the five year review schedule that listed the disciplines due for curriculum review and updates that covered the years 2015-2020. He said that it would be great if CNSE could be up to date. He went on to say that CNSE had developed many new courses in response to changes in the industry but that their older courses were falling behind.

C. Curriculum Membership

Jerry Mansfield displayed for the members an organizational chart showing deans and the academic areas for which they were responsible, the department chairs over those areas, and the corresponding curriculum representatives. Julius Sokenu said that he would be sending out a new chart soon that would reflect a different dean structure. Robert Salas said that Anthony Wardzinski would no longer be serving as the curriculum representative for fine and performing arts and that he would be serving as its sole representative. Jerry Mansfield asked Julius Sokenu if dean membership on the committee had been finalized. Julius Sokenu replied that Lisa Putnam would be serving as a dean on the committee. Nenagh Brown told the members that Gary Quire had taken a full-time position at College of the Canyons and that the role of CTE liaison would be vacant until filled.

D. GE Workgroup Membership

Svetlana Kasalovic said that she would like to join the GE workgroup. Jerry Mansfield told the committee that faculty could not join the GE workgroup unless they were first a member of the curriculum committee. Julius Sokenu said that Candice Larson had expressed an interest in joining the workgroup and that because she is an alternate for the curriculum committee she was eligible to participate in it. Mary Rees said that the initial idea was to have representatives from all GE areas, areas A-E, participate in the workgroup. She said that closing the loop on SLOs was important and that courses that qualified for GE had to also complete a GELO (general education learning outcome) that included a second and third level of questions beyond the SLO. She went on to say that a broad conversation needed to take place, such as asking if a course met GE criteria. She also said that meetings of the workgroup are

run very efficiently so that the time commitment of its members was not that great. Julius Sokenu asked if representatives from other GE areas would be treated as guests. He said that if the goal was to have representation from all GE areas, the charge of the workgroup would need to be rewritten. Mary Rees replied that an accreditation team had criticized the College for its committee membership and that, as a result, the College had revisited its committee organization. Julius Sokenu said that to convene members who were outside the curriculum committee may not serve us well. He went on to say that a focus or advisory group may be more inclusive. Nenagh Brown said that guest speakers may not be familiar with the background of a particular course and therefore may not know why an aspect of its curriculum is or is not ideal. She went on to say that the SLO committee has been very productive in its meetings especially with regard to recording GELOs. She suggested that members of the SLO committee could be invited. She recommended against using visitors. Jerry Mansfield said that the GE workgroup would not have courses to look at for a while. Hugo Hernandez said that the time commitment is significant. Julius Sokenu asked if the role of the GE workgroup could be clarified for all those present. Jodi Dickey replied that the GE workgroup's role was to close the SLO loop, determine if a course previously approved for a GE area should remain so, and evaluate new courses for potential qualification as a satisfier of a GE area. She said that the GE workgroup would make a recommendation to the curriculum committee who would then vote yes or no. Mary Rees said that courses that were approved for CSU-GE and/or IGETC are automatically granted local GE status. She said that the review process was quick and that there could be a role in guided pathways. Cynthia Sheaks-McGowan asked how the GELOs are presented in the group. Mary Rees replied that a process needed to be established to close the loop and those conversations were taking place.

E. Consent Agenda Discussion

Jodi Dickey asked if ART M43 should have the C-ID ARTS 210 mentioned in its course outline. Jerry Mansfield said that he would add it after checking with the C-ID website. He told the members that they needed to vote by writing and signing their names on a ballot and that all ballots are a matter of public record because of the Brown Act.

F. Announcements

1. Jerry Mansfield told the committee that effective January 2019 the VCCCD was moving to CourseLeaf as its curriculum management database. Nenagh Brown said that the contract with CurricUNET had been extended one year beginning January 2018. Julius Sokenu said that CurricUNET would continue to provide technical support through the migration to the new management system but that he was unsure of any additional fee. Nenagh Brown told the committee it was possible to have the catalog portion of CourseLeaf added in the future. This, she said, would allow the colleges to update and develop their course catalogs as courses and programs were updated in the curriculum portion of the system. She said that this feature was not a part of the contract at this time. Hugo Hernandez asked what the rationale was behind the transition to a new management system. Jerry Mansfield replied that the district's contract with CurricUNET was expiring and that all involved felt that their customer service was deficient. He went on to say that CurricUNET's new product, CurricUNET META, was different enough from the system they had provided (the system now in use) that it was considered a new system and that other curriculum management systems were examined as a result. Remy McCarthy asked if each course would need to be entered in the new system. Julius Sokenu replied that CurricUNET was supposed to help with the transition and that additional staff would be needed if that was not the case.
2. Nenagh Brown told the committee that on January 19 there was a Guided Pathways Forum scheduled at Moorpark College. She said that the morning session is informational and that the afternoon session is meant for steering committees. She went on to say that this is the College's chance to craft what it wants. She said the vast majority don't have any idea about what guided pathways are and that she would really encourage anyone interested to attend. She further stated that she would like to encourage all those who are skeptical to attend in order to participate in the conversation. She told the members that March 30 was the deadline to submit our "plan to plan" to the state. Remy McCarthy asked what is Guided Pathways. Nenagh Brown replied that there are four parts: 1) create a path for a particular student, 2) get them in, i.e., how do they enter college from high school, 3) stay on the path, i.e., how do we keep them on their way to achieving their goal, and 4) ensure that learning is taking place, i.e., ensure that the student is preparing to transfer or get a job. Nenagh Brown told the members that this is already in place in many areas, especially for students in special populations, but that the College needed to craft a process that will touch all students. Scarlet Relle asked if the curriculum process would be changing as a result of the adoption of guided pathways. She asked if the way in which we package education would change. Nenagh Brown said that it could change and that it is important that we decide how this will be crafted. Julius Sokenu said that guided pathways would help to project needs and support services. Mary Rees said that if any can't attend, questions are welcomed.

G. Other

Jerry Mansfield asked Traci Allen if there was an update on the proposal to modify GE for STEM and CTE majors. Traci Allen replied that she had scheduled a meeting with Lee Ballesterio (social sciences department chair) on January 25. She said that they have limited student data that could be offered but no projected figures regarding the effects of the proposal. Traci Allen went on to say that she did have labor market data to share with the department and she had data to share regarding the number of ADTs versus the number

CTE certificates awarded. Jerry Mansfield asked if they were looking at the CSUs. Traci Allen said that Pierce and SBCC had already reduced their GE areas in a way similar to what is being proposed.

CURRICULUM REVIEW:

Consent Agenda:

- A. Technical Revision: No items to discuss
- B. Outline Update:

Course	Units	GE	DE	Title	Action
ART M110	3			Gallery Practices/Portfolio	Approved with 17 votes
ART M20	3			Two-Dimensional Design	Approved with 17 votes
ART M23	3			Three-Dimensional Design	Approved with 17 votes
ART M40	3			Beginning Illustration	Approved with 17 votes
ART M41	3			Intermediate Illustration	Approved with 17 votes
ART M42	3			Advanced Illustration	Approved with 17 votes
ART M43	3			Beginning Painting I	Approved with 17 votes
ART M44	3			Beginning Painting II	Approved with 17 votes
ART M45	3			Advanced Painting I	Approved with 17 votes
ART M46	3			Advanced Painting II	Approved with 17 votes
ART M47	3			Landscape Painting I	Approved with 17 votes
ART M48	3			Landscape Painting II	Approved with 17 votes
ART M49	3			Water Color I	Approved with 17 votes
ART M50	3			Water Color II	Approved with 17 votes

- C. Course Deletion: No items to discuss.

- D. Curricular Modifications: No items to discuss.

Action Agenda:

- A. New Courses: No items to discuss.
- B. Substantial: No items to discuss.
- C. Degrees/Programs: No items to discuss.

Meeting adjourned at 2:19 p.m.

NEXT MEETING: Tuesday, February 6th, 2018, 1:00-2:30 p.m.

Meeting Calendar 2017-2018	
A-138	
1 st Tuesday 1:00pm-2:30pm & 3 rd Tuesday 1:00-2:30pm	
2017	2018
9/5/2017	1/16/2018
9/19/2017	2/6/2018
10/3/2017	2/20/2018
10/17/2017	3/6/2018
11/7/2017	3/20/2018
12/5/2017	4/3/2018
	4/17/2018
	5/1/2018
	5/8/2018