

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 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: Letrisha Mai <input checked="" type="checkbox"/> Library Resources: Mary LaBarge <input 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"/> Dean: Helga Winkler <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: Gary Quire <input checked="" 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 type="checkbox"/> Fine and Performing Arts: Anthony Wardzinski/ Robert Salas <input checked="" type="checkbox"/> Physics, Astronomy & Engineering: Scarlet Relle <input checked="" type="checkbox"/> Social Science: Chris Beam <input checked="" type="checkbox"/> Media Arts and Comm Studies: Candice Larson <input type="checkbox"/> CTE Faculty Liaison: Gary Quire

Guests	
<input checked="" type="checkbox"/> Christina Lee	<input checked="" type="checkbox"/> Brandon Elliott

MINUTES

Meeting began at 1:05 p.m.

APPROVAL OF MINUTES: October 3, 2017

Co-chair Jerry Mansfield called for a motion to approve the October 3, 2017 Meeting Minutes. Letrisha Mai pointed out an error in the draft of the minutes regarding a statement made by Cynthia Reed. Dean Mary Rees acknowledged the error and, after confirming the correction (by phone) with Cynthia Reed, recommended the appropriate emendation. Jerry Mansfield identified an error in the draft minutes regarding a statement he made about the curriculum management systems he had seen demonstrated. The Committee agreed with the proposed revisions. Robert Keil motioned for approval. Letrisha Mai seconded the motion. The motion carried with no votes against and no abstentions.

INFORMATION ITEMS:

- A. Sept—**Disciplines:** Nursing; ESL; Chemistry
- B. Oct—**Disciplines:** HIM; Political Science; **CTE:** Biotechnology; EATM
- C. Nov—**Disciplines:** Art; Art History;
- D. Dec—**Disciplines:** Business; Accounting; Journalism
- E. **PAST DUE:** Child Development (9/16); Work Experience (9/16); Graphics (11/17); CNSE (12/16);
Computer Science (1/17); **CTE:** Child Development

DISCUSSION:

A. Goals and Accomplishments

No discussion took place.

B. Course Activation Dates, Reboot

Jerry Mansfield told members that previously he had advised faculty that the activation date for any course brought to the Committee for review would be the proceeding fall term except under “extenuating circumstances” in which case the changes would go into effect immediately. He said that now any non-substantial changes will go into effect immediately. Substantive changes, he said, will retain an effective date of the following fall term. Letrisha Mai said that changes that impact articulation with the UC and CSU schools could also be effective in the following fall term. She went on to say that she hoped the Board of Trustees would adopt a policy that would include changes effecting transferability status as part of the definition of substantive changes. Jerry Mansfield asked that members please advise their departments of this because there is confusion. Mary Rees said that there is a perception, in industry, for example, that students are not succeeding because of the length of time it takes to approve curricular changes.

C. Consent Agenda Courses Discussion

Jerry Mansfield told the Committee that the only revisions to the GAME courses were changes to title and number. He also told the Committee that the Nursing Science courses were making minor outline updates.

D. Action Agenda Discussion

Cynthia Sheaks-McGowan told the Committee that the new course, EDU M10, Developing Literacy in Diverse Classrooms, would be addressing how children become literate and how these skills are developed in the classroom. She added that Moorpark College and CSU Channel Islands (CSUCI) were trying to articulate courses for a “2 + 2” program at CSUCI wherein students would earn both a Bachelor’s degree and a teaching credential upon successful completion of the program. She went on to say that CSUCI had advised Moorpark College that more foundational courses were needed to articulate with the university. Regarding EDU M80, Cynthia Sheaks-McGowan told the Committee that students needed credit for classroom internships they were completing at K-12 schools. Jerry Mansfield asked Letrisha Mai about changes to the GAME programs apart from the changes to the GAME courses addressed in the consent agenda and the deletion of GAME M205, also on the agenda. Letrisha Mai replied that there was a change in one of the elective courses: BUS M32 was being replaced by BUS M30. Brandon Elliott told the members that student interest and desire for a course and program in songwriting has become increasingly popular with the expansion of and increased student presence on various social media platforms. He said that the creation of MUS M11 was addressing this need among music majors and that the College currently offered no courses that covered songwriting. He went on to tell the Committee that he and John Loprieno were working together on a theatre certificate and that MUS M31 was to be the music department’s contribution to that certificate. Mary Rees asked Brandon Elliott if he could send her information

about the certificate so that she could bring it before the region (SCRC) for buy-in. She said that they needed to establish that there are more jobs in available in the region than degrees awarded. Brandon Elliott said he would send her the information. Candice Larson asked if MUS M31 was going to be repeatable. Brandon Elliott replied that the course would not be repeatable. Jerry Mansfield asked the members to look at the songwriting certificate that was part of the action agenda. He pointed out that the comment at the bottom of the certificate, "Create and perform at least one original composition," was unusual. Candice Larson, noting that this comment belonged to the requirement of 1 unit of MUS M122, asked what would happen if a student pursuing this certificate already had a unit of independent study in music. She asked if the counseling department would know if the independent study unit that the student had completed included the songwriting component or not. Jolie Herzig replied that the counselors would not know. Brandon Elliott said that this example would be exceptionally rare. Jodi Dickey said that the requirement was similar to the ART M110 portfolio class required for art majors. Brandon Elliott said that this was a faculty advisement concern and asked if it would not be better to remove the footer. Letrisha Mai asked if it was possible to develop a unique capstone course that students pursuing the certificate would be required to complete. Brandon Elliott replied that the music department would be concerned about the number of students that would take such a course and how that figure would impact productivity. He went on to say that it was the intent of the department to use the MUS M122 course as the capstone course for this certificate. Mary Rees observed that the 27 required units for the songwriting certificate is a high number of units for a certificate. Candice Larson asked what the Committee should do. Jerry Mansfield said that the role of the M122 course in the certificate would need to be addressed but that it sounded like the statement should be removed.

E. Public Announcements

Wade Bradford announced to the Committee that he had published a children's book titled, *Around The World In A Bath Tub*, and that he would be doing a reading from his book at Mrs. Figs' Bookworm in Camarillo this coming Saturday, October 21.

Remy McCarthy announced to the Committee that on the MC Raiders website there was a review a fundraiser the women's basketball team had recently completed for "A Place Called Home," a non-profit youth center that provides educational programs, counseling, and mentorship to children in south central Los Angeles.

Mary Rees announced to the Committee that Moorpark College had been named by the Campaign for College Opportunity for its excellence in transferring students to four-year universities. She said that MC was the #2 community college in California for the number of ADTs awarded and was ranked #1 among colleges of comparable size.

F. Other

Jerry Mansfield told members that adding a co-contributor only allows a designated person to view a COR as it's being edited. Candice Larson asked why the statement, "Add your Department Chair, Dean, Peer Reviewer, and Curriculum Rep as co-contributors," was in red on the Course Construction Main Menu. Mary Rees said that, when CurricUNET was first adopted, Marie Panec felt that it was important to include those groups to "get eyes on it" before a COR was forwarded in the review process. Jerry Mansfield noted that greater scrutiny at the department level would lead to a reduction of edit time needed by Tech Review.

Jerry Mansfield told the Committee that the comments made during flex day concerning automatic approvals at the state chancellor's office were incorrect and that the automatic approvals were, in fact, not in effect. Letrisha Mai followed up by saying that the auto-approvals were functioning for course revisions but were not working for new courses. She also said that programs are not automatically approved and that each program will be reviewed at the state.

Mary Rees told the members that there was a CTE TOP code issue. She said, as an example of one way it can be confusing, kinesiology TOP codes are not designated as CTE unless it's a fitness code. She went on to say that the state academic senate has a stipend available for faculty interested in review TOP code alignment. She said that there would be a half day workshop in November for anyone interested in working on TOP codes. Jerry Mansfield said that review of TOP codes needs to come from the department at level 2: the department chair, dean, or curriculum rep.

**CURRICULUM REVIEW:****Consent Agenda:****A. Technical Revision:**

Course	Units	GE	DE	Title	Action
GAME M102	3		X	Game Design Technologies I	Approved with 16 votes
GAME M202	3		X	Game Design Technologies II	Approved with 16 votes

B. Outline Update:

Course	Units	GE	DE	Title	Action
NS M01	4			Beginning Nursing Science	Approved with 16 votes
NS M01L	4.5			Beginning Clinical Nursing Lab I	Approved with 16 votes
NS M02	5			Intermediate Nursing Science I	Approved with 16 votes
NS M02L	4.5			Intermediate Nursing Lab I	Approved with 16 votes
NS M03	5			Intermediate Nursing Science II	Approved with 16 votes
NS M03L	4.5			Intermediate Nursing Science Clinical Lab II	Approved with 16 votes
NS M04	4			Advanced Nursing Science	Approved with 16 votes
NS M04L	4.5			Advanced Nursing Science Clinical Nursing Lab	Approved with 16 votes
NS M05L	4.5			Nursing Science Clinical Review	Approved with 16 votes

C. Course Deletion:

Course	Units	GE	DE	Title	Action
GAME M205	3		X	Mobile Game Development	Approved with 16 votes

D. Curricular Modifications: No items to discuss.**Action Agenda:****A. New Courses:**

Course	Units	GE	DE	Title	Action
EDU M10	3		X	Developing Literacy in Diverse Classrooms	Approved with 16 votes
EDU M80	1-4			Internship in Education	Approved with 16 votes
MUS M11	3			Songwriting	Approved with 16 votes
MUS M31	1			Musical Theatre & Opera Workshop	Approved with 16 votes

B. Substantial: No items to discuss.

C. Degrees/Programs:

Program Title	Type	Degree Type	Action
Game Design	Modification	Associate in Science	Approved with 16 votes
Game Design	Modification	Certificate of Achievement	Approved with 16 votes
Songwriting	New	Certificate of Achievement	Approved with 16 votes

Meeting adjourned at 2:20 p.m.

NEXT MEETING: Tuesday, November 7th, 2017, 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