

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 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 checked="" 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 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 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"/> Traci Allen	<input checked="" type="checkbox"/> Brock Cushman
<input checked="" type="checkbox"/> Navreet Sumal	<input checked="" type="checkbox"/> Esmaail Nikjeh
<input checked="" type="checkbox"/> Christina Lee	<input type="checkbox"/>

MINUTES

Meeting began at 1:05 p.m.

APPROVAL OF MINUTES: October 17, 2017

Co-chair Jerry Mansfield called for a motion to approve the October 17, 2017 Meeting Minutes. Letrisha Mai pointed out a typo in the draft of the minutes under section F. The Committee agreed with the proposed revision. Wade Bradford motioned for approval. Candice Larson seconded the motion. The motion carried with no votes against and one abstention (Robert Salas).

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 (11/16); CNSE (12/16); Computer Science (1/17); **CTE:** Child Development

DISCUSSION:

A. Announcements:

1. Curriculum Regional Meeting, November 18 at Long Beach CC.

Jerry Mansfield advised the members that an upcoming curriculum regional meeting would be held in Long Beach and that it was free to attend. He told the Committee that it is always good to have representation at the regional meetings. Academic Senate President Nenagh Brown said that she would be attending.

2. Alternative GE requirements for high unit majors.

Letrisha Mai made a PowerPoint presentation that illustrated a proposed change to the local GE pattern for STEM and CTE majors. She told the members that in comparing the total units for a certificate and the total units for a degree the difference is the units of GE required. She went on to say that ADTs require CSU-GE or IGETC and therefore this proposed change would not affect ADTs nor would it affect General Studies degrees. She also said that the VCCCD includes additional local GE requirements beyond what is required by Title V. Jolie Herzig pointed out that high unit majors can limit the eligibility of students with regard to financial aid and it can impact priority registration. Letrisha Mai told the Committee that the list being presented in the PowerPoint was not comprehensive and that the ultimate goal of the proposed change was to increase the rate of completion of STEM and CTE degrees. Candice Larson asked if students who wanted to transfer would be affected. Letrisha Mai replied that the changes are meant for local degrees. Traci Allen said that the proposed changes eliminate three GE classes. Nenagh Brown told the Committee that these changes fit into research done by the RP Group who discovered that many students with high unit majors would complete nearly all requirements for their degree but would ultimately not earn the degree. She said that the reasons for this varied, that some students needed money and others didn't feel they needed the extra classes that were not directly related to their major. Christian Beam pointed out a concern that these changes may lead to a consequence, albeit unintended, of course reductions and that this could negatively impact faculty especially adjuncts. Dean Mary Rees replied that this was a valid point and that the College saw a similar occurrence with the implementation of ADTs and that this also led to a decrease in FTES. Traci Allen said that STEM/CTE students weren't taking the classes that belonged to the proposal anyway and that the College wants to award these degrees without forcing students to take those classes. She went on to say that these changes would apply only to CTE and STEM majors. Dean Carol Higashida told the Committee that nursing students (nursing is a high unit major) need an associate's degree in order to sit for the licensing exam. Letrisha Mai said that the VCCCD has one of the highest unit GE requirements compared with other California community colleges. Remy McCarthy said that, in his opinion, if the College does what is in the best interest of students, enrollment will go up, and if enrollment goes up, course offerings will go up.

B. AB 705 (multiple measures in placement of students into Math, English, and ESL).

Mary Rees told the Committee that Assembly Bill 705 was sponsored by a local representative and that the idea behind the

legislation is to move students faster into transfer-level math and English courses. She said that the bill tells colleges to use multiple measures to determine placement in math and English beyond just testing, for example, using high school GPA and/or coursework. She went on to say that Moorpark College is already using multiple measures for placement in math and English. She told the members that the state wants students to take transfer-level math and English courses in their first year. She also said that only 45% of MC students take transfer-level math and English courses in their first year. She said that one of the things the bill talks about is the idea of offering transfer coursework with support as opposed to offering courses several levels below transfer. She said that bridge classes were being created to achieve that end. She told the Committee that the state senate was against the bill and had asked if it should really be a mandate. She advised the members that the bill would likely lead to a dramatic increase in the number of course offerings in math and English and that class maximum capacities may need to be examined. Jerry Mansfield asked if this meant that standardized tests were going away. Mary Rees replied yes. Letrishia Mai said that the College would be changing the language in the catalog to reflect its practice of using multiple measures. She also said that more specific guidelines would be helpful to counselors. Mary Rees agreed that guidelines needed to be established and that agreements needed to be reached between all the math and English departments in the VCCCD. Traci Allen asked when these changes were to go into effect. Mary Rees replied that the effective date was set for January 1, 2018 and that MC was already doing it but did need to make some small adjustments. Jodi Dickey asked if this new legislation meant there would be fewer lower-level courses and more transfer-level courses. Mary Rees replied that this change was in line with practices in the CSU system. She said that the CSUs had stopped offering developmental courses and that there was a greater demand for higher level math courses. She said that the biggest question in the bill was its requirement that students “enter and complete transfer-level coursework in English and mathematics within a one-year timeframe” but that the bill does not explicitly state when the clock will start for that time frame.

C. Update on Guided Pathways: Julius and Nenagh.

No discussion took place.

D. CTE Process: Mary Rees.

No discussion took place.

E. Consent Agenda Courses Discussion

Christina Lee pointed out that NS M16 should not have been included in the agenda or listed on the ballot as that course was returned to the department for further editing after being examined by the Tech Review subcommittee. She went on to say that the course needed more nursing specific content added to the COR and advised that that had been completed. Jerry Mansfield told the members that the nursing courses were strictly outline updates. He also told them that RADT M09 was moved into level 5 approval that morning and reminded the members that the customary procedure when reviewing courses that are designated as “same as” was to review one course, in this case, NS M09, make all necessary edits, and clone the COR to its “same as” partner (RADT M09). Letrishia Mai told the Committee that there were still questions about the GE placement for CS M10J. Jerry Mansfield replied that he would ask the CS faculty to answer. He went on to tell the members that the asterisk next to CS M10J indicated that the faculty would be updating the COR and reported that this had been done. Jodi Dickey asked if the GE box for CS M10J was unchecked purposefully or was it omitted in error. Esmaail Nikjeh replied that he needed to check with the dean because he hadn’t updated the course. Mary Rees said that it would be good to count the class as a GE satisfier.

F. Action Agenda Discussion

Reet Sumal explained to the members that the HOSP classes and certificate are part of a new program and that they were “part C-ID and part CTE.” He said that the state is recommending a certificate and that there is demand from CSUN for transfer-level classes in the discipline as they have a 4-year program at their campus. He also told the Committee that CLU has a new program in the field and that there is demand for more trained workers in the local hotel industry. Jerry Mansfield told the group that the classes, certificate, and degree would be on the DTRW-I agenda for the meeting this coming Thursday. Letrishia Mai said that she was not able to find a bachelor’s degree in hospitality or hotel management at CSUN but that she did find a master’s degree program. Traci Allen replied that the undergraduate field is listed under recreation. Jerry Mansfield told the Committee that the two ESL certificates of completion were composed of non-credit ESL courses. He said that the certificate titled “Foundational” is meant to provide remediation whereas the certificate titled “Academic” is meant to provide preparation for transfer-level ESL courses. Nenagh Brown reminded the group that another college in the

district was already used “N” in their course number for their non-credit courses and Moorpark College had decided to use numbers in the 900 series to designate courses as non-credit.

Jerry Mansfield told the members that the KIN degree and certificate were on the agenda as part of a clean-up. Letrisha Mai asked for the correct title for the Exercise Science certificate. Brock Cushman replied that the correct title, Exercise Science: Fitness Specialist, was listed in the college catalog but that it was listed incorrectly at the state. Letrisha Mai told the members that her procedure for updating ADTs when they were affected by curricular changes that did not originate with the department that awards the degree was to tell the department what changes are being processed for the ADT in question and then update the degree herself. She went on to say that the ADTs on the agenda that were being modified were being updated as a result of curricular change that went into effect this year.

Esmaail Nikjeh told the Committee that CS M10P was a good programming language (python) for students beginning in computer science. He said that there is a high demand in the job market for workers with experience and knowledge of the language and that is a “gateway” class in the discipline. He also told the Committee that the software used in the course was open source, that there was no cost associated with it. Jerry Mansfield asked if there was a CS degree. Mary Rees replied that there was not a degree but that this new course would help to create one.

CURRICULUM REVIEW:

Consent Agenda:

A. Technical Revision: No items to discuss.

B. Outline Update:

Course	Units	GE	DE	Title	Action
NS M09	0.5			Basic Skills for the Health Care Professional	Approved with 16 votes.
NS M11	1			Nursing Skills Laboratory I	Approved with 16 votes.
NS M12	1			Nursing Skills Laboratory II	Approved with 16 votes.
NS M13	1			Nursing Skills Laboratory III	Approved with 16 votes.
NS M14	1			Nursing Skills Laboratory IV	Approved with 16 votes.
NS M16	3			Study Skills for Nursing	
NS M18	1			Nursing Skills Summer Laboratory	Approved with 16 votes.
NS M40	2			Labor & Delivery Room Nursing	Approved with 16 votes.
RADT M09	0.5			Basic Skills for the Health Care Professional	Approved with 16 votes.
CS M01	3		X	Introduction to Computer Science	Approved with 16 votes.
CS M10A	4		X	Introduction to Computer Programming Using	Approved with 16 votes.
CS M10B	4		X	Object-Oriented Programming Using C++	Approved with 16 votes.
CS M10J*	4		X	Introduction to Computer Programming Using Java	Approved with 16 votes.
CS M122	0.5 – 3.0			Independent Study-Computer Science	Approved with 16 votes.
CS M145	3		X	Computer Architecture and Organization	Approved with 16 votes.
CS M155	3		X	Discrete Structures	Approved with 16 votes.
CS M80	1 – 4			Internship in Computer Science	Approved with 16 votes.

C. Course Deletion: No items to discuss.

D. Curricular Modifications: No items to discuss.

Action Agenda:

A. New Courses:

Course	Units	GE	DE	Title	Action
CS M10P	4			Introduction to Computer Programming Using Python Language	Approved with 12 votes.



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Course	Units	GE	DE	Title	Action
HOSP	3		X	Introduction to Hospitality	Approved with 13 votes.
HOSP	3		X	Hospitality Cost Control	Approved with 13 votes.
HOSP	3		X	Introduction to Food and Beverage Management	Approved with 13 votes.
HOSP	3		X	Introduction to Hotel Management	Approved with 13 votes.

B. Substantial: No items to discuss.

C. Degrees/Programs:

Program Title	Type	Degree Type	Action
Hospitality Management	New	Certificate of Achievement	Approved with 13 votes.
Hospitality Management	New	AS-T	Approved with 13 votes.
English as a Second Language: Foundational	New	Certificate of Completion	Approved with 13 votes.
English as a Second Language: Academic	New	Certificate of Completion	Approved with 13 votes.
Environmental Science	New	AS-T	Approved with 13 votes.
Administration of Justice	Modification	AA-T	Approved with 13 votes.
Elementary Education	Modification	AA-T	Approved with 13 votes.
Fitness Specialist	Modification	Certificate of Achievement	Approved with 13 votes.
Economics	Modification	AA-T	Approved with 13 votes.
Kinesiology	Modification	AA-T	Approved with 13 votes.
Philosophy	Modification	AA-T	Approved with 13 votes.
Political Science	Modification	AA-T	Approved with 13 votes.
Theatre Arts	Modification	AA-T	Approved with 13 votes.

Meeting adjourned at 2:26 p.m.

NEXT MEETING: Tuesday, December 5th, 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