

## 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: Letrisha Mai <input 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 type="checkbox"/> Dean: Carol Higashida <input checked="" type="checkbox"/> Dean: Mary Rees <input checked="" type="checkbox"/> Dean: Helga Winkler <input checked="" 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 type="checkbox"/> Health Sciences: Linda Loiselle/Olga Myshina <input 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 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	
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## MINUTES

Meeting began at 1:10 p.m.

### **APPROVAL OF MINUTES:** November 7, 2017

Co-chair Jerry Mansfield called for a motion to approve the November 7, 2017 Meeting Minutes. Dean Mary Rees motioned for approval. Wade Bradford seconded the motion. The motion carried with no votes against and no abstentions.

### **INFORMATION ITEMS:**

- A. Sept—**Disciplines:** Nursing; ESL; Chemistry
- B. Oct—**Disciplines:** 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. CTE Process: Mary Rees**

Dean Mary Rees told the Committee that for any discipline looking into a CTE program there was a form from the Center for Excellence that needed to be completed. She said that they will be collecting labor market data to show that there are more jobs in the area than there would be certifications awarded. She went on to say that Adele Hermann is the senior research analyst working in the Center for Excellence, in the administration building, office A-125B, and that she would be the person to see regarding this research and could help to provide background to validate a new program. Co-chair Julius Sokenu said that new CTE programs needed to prove their viability before curriculum is developed. Mary Rees said that the state is recommending this process but that curriculum belongs to the faculty and is locally controlled. Scarlet Relle asked if this research is needed in addition to information proved by the advisory committee. Mary Rees replied yes. Scarlet Relle asked if research had been completed in the last year, was this additional research required. Mary Rees replied that the state has some guidelines which is why they want the Center of Excellence to be involved and that this aligns with the Strong Workforce initiative. She went on to say that previously collected data is still valid. Jerry Mansfield said that the Committee would be looking at the CTE requirements as outlined in the PCAH. Julius Sokenu said that a variety of regulations impact CTE programs in terms of funding. Jerry Mansfield told the members that if your CTE program comes up for review, please keep a record of what research is performed and the results of said research.

#### **B. GE Pattern Follow-up**

Jerry Mansfield told the members that he had talked to different disciplines about the GE pattern revision proposal and that he was being met with objections. He asked Letrisha Mai if the articulation officers at the other sites had received a similar response. Letrisha Mai replied that Oxnard College had taken the proposal to the counseling department and that they were supportive. She also said that OC had not made a presentation to the disciplines. Dean Helga Winkler said that the social science disciplines were not supportive. Mary Rees said that the disciplines in the math and science division were supportive. Beth Miller said that the life sciences and nursing departments were not supportive. She went on to say that they had already experienced cuts. She asked why were cuts not being made to areas such as PE? She went on to say that the attrition rate in CTE could be attributable to lack of preparedness. Letrisha Mai said that she would like to present to departments that had objections. Mary Rees said that departments with objections were making valid points and that instructors were concerned about the eroding of liberal arts education. Helga Winkler said that a conversation with the social sciences would be welcomed. Julius Sokenu said that it would be helpful for some divisions to receive a presentation and that outreach was important.

#### **C. Update on Guided Pathways: Julius and Nenagh**

Julius Sokenu told the Committee that the college was in the process of recruiting participants for the spring 2018 Guided Pathways program from among the counseling department and classroom faculty. He said that the deadline for this recruitment was this coming Wednesday, December 6, at noon. He went on to say that there were four areas of activity: degree mapping, meta-majors, support services for non-GPS students (what works), and dual enrollment pathways. He said that instructors are encouraged to participate in the conversation. He also said that on January 19, 2018, guest speaker Rob Johnstone would be on campus to give a presentation and lead a discussion about the California Guided Pathways project. Jerry Mansfield said that it would be great if Curriculum Committee members could participate. Julius Sokenu said that working on the Guided Pathways project would include release time equivalent to one course in spring 2018.

**D. Announcements**

1. Academic Senate President Nenagh Brown told the members that the state academic senate would be sending two representatives to the district administration center to provide training in non-credit courses. She said that this training would take place on Thursday, January 18, 2018 at 1 p.m. and that lunch would be provided. She went on to say that this was a meeting that was open to any interested faculty and that the topics to be discussed would include technical details of non-credit course construction, for example, how is such a course entered, as well as when non-credit courses are appropriate, and how can non-credit courses be used successfully. She asked if the curriculum representatives present could please disseminate this announcement to anyone interested.
2. Nenagh Brown told the Committee that Moorpark College was being recognized by the organization Campaign for College Opportunity as a champion of higher education because of its rank as second among California community colleges awarding ADTs and first in colleges of similar size. She said that Moorpark College would be publicly recognized in a ceremony held at the City Club located at 555 S Flower Street 51st Floor, Los Angeles, CA 90071, tonight, December 5, 2017, from 6-8 p.m. Mary Rees told the members that the group, Campaign for College Opportunity, is a powerful advocate for student access to higher education and has pushed the legislature to support those ends. She said that the ADT program is very important to them.
3. Student representative Donna Rahgoshay told the members that Moorpark College students had designed an app to advise students when a needed class that had been closed was open. The app was available at <http://keep-me-posted.herokuapp.com/>. Jolie Herzig asked if the notification was sent when a waitlisted spot or a spot on the roster opened. Donna Rahgoshay replied that she thought it was a spot on the roster but that she wasn't sure.

**E. Consent Agenda Discussion**

Robert Keil said that CHEM M11, M12, and M13 should have a C-ID articulation. Jerry Mansfield said that CHEM M12 has a C-ID of CHEM 101. Letrisha Mai said she would look at CHEM M11 and, if comparable, would submit it for C-ID review. Robert Keil said that CHEM M13 should have the C-ID descriptor of CHEM 102. Jerry Mansfield told the members that all courses on the agenda were consent items. He asked if the text in section K of NS M40 should be moved to the course description. Letrisha Mai asked if it should be displayed in a prominent place. Mary Rees advised that faculty need to be careful when providing restrictions on enrollment because offering classes to limited groups is contrary to the mission of the college. Jerry Mansfield said he would check with the nursing department to determine its use. Jodi Dickey told the members that the GE subcommittee had approved all courses on the agenda that had previously held GE satisfier status to remain as such. Jolie Herzig mentioned that in order for EMT students to qualify for the licensure exam they must earn at least a 75% on the EMT courses required to have been completed prior to taking the exam. She said that there was no mention of this fact on the CORs for the EMT classes. Mary Rees replied that this needs to be a discussion between EMT faculty and counseling. She said that a rubric for the classes needed to be adjusted to conform to the license exam qualification but that this was not the purview of the Curriculum Committee.

**F. Action Agenda Discussion**

Jerry Mansfield said that Letrisha Mai had prepared the ADTs and advised the respective departments of the modifications. Robert Keil asked why the Business Administration degree was an Associate of Science degree and not an Associate of Arts. Julius Sokenu replied that this was so because of the CTE elements that were part the degree requirements.

**CURRICULUM REVIEW:**

**Consent Agenda:**

**A. Technical Revision: No items to discuss**

**B. Outline Update:**

Course	Units	GE	DE	Title	Action
CHEM M01A	5	A2		General Chemistry I	Approved with 12 votes
CHEM M01AH	5	A2		Honors: General Chemistry I	Approved with 12 votes
CHEM M01B	5	A2		General Chemistry II	Approved with 12 votes
CHEM M07A	5	A2		Organic Chemistry I	Approved with 12 votes
CHEM M07B	5	A2		Organic Chemistry II	Approved with 12 votes
CHEM M11	5	A2		Foundations of General, Organic, and Biochemistry	Approved with 12 votes
CHEM M12	4	A2		Introductory Chemistry I	Approved with 12 votes
CHEM M122	0.5 -3			Independent Study – Chemistry	Approved with 12 votes
CHEM M13	5	A2		Introductory Chemistry II	Approved with 12 votes
CHEM M80	1 – 4			Internship in Chemistry	Approved with 12 votes
EMT M01	5			Emergency Medical Technician	Approved with 12 votes
EMT M01L	2			Emergency Medical Technician	Approved with 12 votes
EMT M04	2			EMT-Refresher	Approved with 12 votes
NS M16	3		X	Study Skills for Nursing	Approved with 12 votes
NS M19	3		X	Medical Terminology	Approved with 12 votes
NS M25	4		X	Basic Pathophysiology	Approved with 12 votes
NS M30	1.5			Basic Cardiac Dysrhythmia Interpretation	Approved with 12 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:**

Program Title	Type	Degree Type	Action
Art History	Modification	AA-T	Approved with 12 votes
Business Administration	Modification	AS-T	Approved with 12 votes
FTVM	Modification	AA-T	Approved with 12 votes
Spanish	Modification	AA-T	Approved with 12 votes

Meeting adjourned at 2:12 p.m.

**NEXT MEETING:** Tuesday, January 16th, 2018, 1:00-2:30 p.m.

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