



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 2012-2013

Implement course cycle of review (5-Year Review)

- Continue implementation of COR/program cycle of review
- Work towards compliance on repeatability issues
- Review prerequisite/corequisite establishment process
- Work towards compliance on degrees
- Work on development for additional 1440 degrees
- Develop program review processes
- Develop rubric for GE course qualification, outcomes, and assessment
- Develop SLO component in CurricUNET
- Review DE procedures and standard policy

| Curriculum Committee Members: | |
|--|--|
| <input type="checkbox"/> Co-Chair, Interim EVP: Jane Harmon | <input type="checkbox"/> ACCESS/LS: Sile Bassi |
| <input checked="" type="checkbox"/> Co-Chair, Faculty: Mary Rees | <input checked="" type="checkbox"/> Animal Science/EATM: Cynthia Stringfield |
| <input checked="" type="checkbox"/> Curriculum Technician: Glenela Rajpaul (non-voting) | <input checked="" type="checkbox"/> Behavioral Science: Elisa Setmire |
| <input checked="" type="checkbox"/> Instructional Data Specialist: Alan Courter (non-voting) | <input checked="" type="checkbox"/> Business: Janice Feingold |
| <input checked="" type="checkbox"/> Instructional Data Specialist: Kim Watters (non-voting) | <input checked="" type="checkbox"/> Chemistry & Earth Science: Robert Keil |
| <input checked="" type="checkbox"/> Articulation: Letrisha Mai | <input type="checkbox"/> Child Development: Cynthia Sheaks-McGowan |
| <input type="checkbox"/> Library Resources: Mary LaBarge | <input checked="" type="checkbox"/> Communication Studies & Theatre Arts: Neal Stewart |
| <input type="checkbox"/> Academic Senate President: Riley Dwyer (ex officio) | <input checked="" type="checkbox"/> Computer Science & Networking: Christine Aguilera |
| <input type="checkbox"/> AFT Representative: Rex Edwards | <input checked="" type="checkbox"/> Counseling: Denice Avila |
| <input checked="" type="checkbox"/> Dean: Lori Bennett | <input type="checkbox"/> Digital Media Arts: <i>Vacant</i> |
| <input checked="" type="checkbox"/> Dean: Kim Hoffmans | <input checked="" type="checkbox"/> English/ESL: Jerry Mansfield |
| <input checked="" type="checkbox"/> Dean: Julius Sokenu | <input type="checkbox"/> Health Science: Linda Loiselle |
| <input checked="" type="checkbox"/> Student Representative: Chris Conway (non-voting) | <input checked="" type="checkbox"/> History & Institutions: Lee Ballestero |
| | <input type="checkbox"/> Kinesiology, Athletics & Health Education: <i>Vacant</i> |
| | <input checked="" type="checkbox"/> Life Science: Sandy Bryant |
| | <input checked="" type="checkbox"/> Mathematics: Kathy Fink |
| | <input type="checkbox"/> Music & Dance: Beth Megill |
| | <input checked="" type="checkbox"/> Physics, Astronomy & Engineering: Ron Wallingford |
| | <input checked="" type="checkbox"/> Visual & Applied Arts: Lydia Etman |
| | <input checked="" type="checkbox"/> World Languages: Grace Bodhaine |

| Guests | |
|--|--|
| <input checked="" type="checkbox"/> Hugo Hernandez | <input checked="" type="checkbox"/> Olga Myshina |
| <input checked="" type="checkbox"/> Felix Masci | <input checked="" type="checkbox"/> Tim Weaver |

**MINUTES****APPROVAL OF MINUTES:** January 15, 2013 - Approved**INFORMATION ITEMS:**

- A. CORs for September – Professional Development, Nursing, ESL
- B. CORs for October – Chemistry, Political Science
- C. CORs for November – Art
- D. CORs for December – Journalism, Business
- E. CORs for January – Theatre Arts
- F. CORs for February – Math
- G. CORs for March – Philosophy

DISCUSSION:

- A. Honors Addendum was presented by members of the Honors subcommittee. It is proposed as an addendum to the CORs for Honors classes. Curriculum members will take the addendum back to their department for input. The addendum checklist will help Honors Committee to determine if a course is appropriate labeled as Honors and provide information to new faculty regarding content for the Honors class. There was a discussion on the criteria for a Honors math or science class. The Honors Committee will come to the March or April Curriculum Committee to present criteria used for defining an Honors class. Currently, CORs have Honors statements in the description, course objectives, and typical assignments. It was proposed that the Honor statement continue in the description but a statement be added to the course objectives and typical assignment saying “see Honors addendum”
- B. The draft BP 4120 and AP4120 were reviewed and approved. Counseling would like to add an additional statement about local graduation requirements still being required for students transferring to private four years institutions which have their own separate GE pattern. Once statement has been added, will be forward to Academic Senate. There was discussion regarding the additional graduation requirements required for an AA or AS degree and whether they were appropriate. It was suggested that this should come back to the Curriculum Committee for further discussion.
- C. AP 4100 graduation requirements were not reviewed. It will be added to the next Curriculum agenda.
- D. Prerequisite AP was discussed and will be taken back to the departments. We will discuss this AP more extensively at the next Curriculum meeting. There is support and the recognition that there is a need for content review for the establishment of pre-requisites. This needs to be a District approved policy. Many C-IDs require Math or English pre-requisites.
- E. GEO Schedule. Last year the Curriculum Committee approved a process for the assessment of GEOs. It was recommended that Faculty meet in the Spring and determine the assessment and an appropriate rubric for the assessment. This assessment would then be run in the Fall. It was recommended that a five year cycle be used to determine which GEOs to be assessed. See attached five year cycle. It was also discussed as to the appropriate group to examine the GEOs once they are assessed whether this should be the department faculty, GE workgroup, Curriculum Committee, Academic Senate or a new SLO workgroup. Additional discussion
- F. Ballot
 - Added an extra line to the ballot to differentiate course approval and pre-requisite or distance education approvals.
 - This will insure separate approval for prerequisites and distance education as required.
- G. Community Service Courses
Curriculum Committee recommend that community service courses (should they ever be developed) be reviewed by the Curriculum Committee to prevent overlap and consistency with minimum qualifications.
- H. CurricUNET
We will have Governet take out the pre-launch for submissions for CORs and programs. This step seemed redundant and was often a barrier for moving CORs through the approval process.



CURRICULUM REVIEW (21 voting members/19 ballots returned):

Consent Agenda:

A. Technical:

| Course | Units | GE | DE | Title | Action |
|-----------|-------|----|----|---|---------------------|
| BUS M31 | 3 | | | Introduction to Management | Approved w/19 votes |
| BUS M32 | 3 | | | Small Business Management | Approved w/19 votes |
| BUS M38 | 3 | | | Advertising | Approved w/19 votes |
| EATM M02D | 2 | | | Zoo Work Skills Second Year Summer Session | Approved w/19 votes |
| EATM M08 | 2 | | | Wildlife Conservation | Approved w/19 votes |
| EATM M12 | 2 | | | Anatomy/Physiology of Mammals | Approved w/19 votes |
| EATM M14B | 1.5 | | | Projects II | Approved w/19 votes |
| EATM M15A | 0.5 | | | Wildlife Education I | Approved w/19 votes |
| EATM M15D | 0.5 | | | Wildlife Education IV | Approved w/19 votes |
| EATM M23A | 2 | | | Elementary Veterinary Care I | Approved w/19 votes |
| EATM M23B | 2 | | | Elementary Veterinary Care II | Approved w/19 votes |
| EATM M27 | 1 | | | Animal Ethical and Legal Issues | Approved w/19 votes |
| MUS M30A | 1 | | | Applied Music – Woodwind | Approved w/19 votes |
| MUS M30B | 1 | | | Applied Music – Brass | Approved w/19 votes |
| MUS M30C | 1 | | | Applied Music – Strings | Approved w/19 votes |
| MUS M30D | 1 | | | Applied Music – Piano | Approved w/19 votes |
| MUS M30E | 1 | | | Applied Music – C1 Guitar | Approved w/19 votes |
| MUS M30F | 1 | | | Applied Music – Percussion | Approved w/19 votes |
| MUS M30G | 1 | | | Applied Music - Voice | Approved w/19 votes |

B. Update:

| Course | Units | GE | DE | Title | Action |
|----------|-------|----|----|------------|---------------------|
| BUS M37 | 3 | | | Marketing | Approved w/19 votes |
| THA M02A | 3 | C1 | | Acting I | Approved w/19 votes |
| THA M02B | 3 | | | Acting II | Approved w/19 votes |
| THA M02C | 3 | | | Acting III | Approved w/19 votes |
| THA M02D | 3 | | | Acting IV | Approved w/19 votes |

C. Course Inactivation:

D. Course Deletion:

E. Program Inactivation:

F. Program Deletion:

Action Agenda

A. New Course Stand Alone (pending program update)

B. New Course (part of a program):

| Course | Units | GE | DE | Title | Action |
|------------|-------|----|----|---|---------------------|
| EATM M15EL | 1.5 | | | Wildlife Education Spring Spectacular Lab | Approved w/19 votes |

C. Substantial:

| Course | Units | GE | DE | Title | Action |
|---------|-------|----|----|------------------------|---------------------|
| BUS M33 | 3 | | | Business Law | Approved w/19 votes |
| BUS M39 | 3 | | | Business Communication | Approved w/19 votes |



D. Technical:

E. Update (action item due to distance education):

F. Degrees/Programs:

| Program Title | Degree Type | Action |
|--|-------------|---------------------|
| Business - Changed description to read "Certificate of Achievement" | CofA | Approved w/19 votes |
| Business | AS | Approved w/19 votes |
| Exotic Animal Training Management - Corrected units to read "56.0 – 56.5" | CofA | Approved w/19 votes |
| Exotic Animal Training Management | AS | Approved w/19 votes |

NEXT MEETING: Tuesday, February 19, 2013

| Meeting Calendar 2012-2013 A-138 1 st Tuesday 1:00 pm-2:30pm & 2 nd Tuesday 1:00-4:00pm | |
|---|-----------|
| 9/4/2012 | 2/5/2013 |
| 9/11/2012 | 2/19/2013 |
| 10/2/2012 | 3/5/2013 |
| 10/9/2012 | 4/2/2013 |
| 11/6/2012 | 4/9/2013 |
| 11/13/2012 | 5/7/2013 |
| 12/4/2012 | |