

Present: *Louie Giambattista, Chair*; Christina Goff, Rikki Hall, Morgan Lynn, Michelle Mack, April Nogarr, Jancy Rickman, Tue Rust, Penny Wilkins, Kevin Horan, Nikki Moultrie, Ryan Pedersen, Nancy Ybarra, Eileen Valenzuela, Shondra West (Note taker)

Absent: Grace Villegas

Guest: Scott Hubbard

Meeting called to order: 2:30-4:30 pm Location: CO-420

CURRENT ITEMS

1. Announcements & Public Comment:

Enterprise Advisory committee approved Ellumen as the final product to manage curriculum/assessment workflow electronically. District is negotiations in regards to the final price and contract.

2. Approval of the Agenda

Action: Approved (M/S: Rust/Mack); unanimous

- Move item 6 to 2.1

Approval of the Minutes from March 5, 2018

Action: Approved with changes (M/S: Lynn/Goff); unanimous

- Item 6 and 7 remove action: approved notations and remove the statements listed under 8

2.1 New Courses

ART-084

Action: Tabled need COOR revisions; unanimous

This course expose students to 2D/3D motion graphics. This course is tied into the existing 2D classes for students to learn different computer graphics. Equipment and software has been purchased via grant funds and is available for this class. To prepare this course as a summer camp course possible offer as 900 for spring. Future concern is the replacement of possible damaged equipment via future funding sources. Currently Strong Workforce funded the purchase of the existing equipment. This course is will be proposed as part of the graphic communication course as an elective.

- Course sequence is not restrictive to any order, students can take them out of sequence
- Align the CSLOs more to the course. The SLOs under assessment does not match CSLOs
- Have the computer software available for use in the library
- Align CSLOs and update the PSLOs
- Update course content for clarity
- Assessment area is optional – eliminate this section altogether or match the CLOs and PSLOs
- Adjust the grading - it's more than 100%

3. Curriculum Committee Position Paper

Louie asked the committee to review the position paper (PP). Proposed changes will be submitted to the Academic Senate (AS) committee for approval. The goal is review PP meaning and membership for revisions.

- Page 1 Introduction –
 - Bullet 1 - the committee follows the existing practices listed
 - Bullet 3 - add the word “course” to grading policies to distinguish the difference between courses vs. college grading policy. An example of a grading policy is Pass/No Pass requirements. For example CTE courses have 75% policy to pass.
 - 1st paragraph - revise the statement by removing “the primary charge of curriculum committee (CC):” and change to “AS gives Curriculum Committee the charge to:” list the bulleted items.
 - Bullet 4 Educational Program development – rewrite the statement for clarity and delineation of responsibilities between AS vs. CC
 - Bullet 5 - distinguish which group (AS/CC) hold responsibility for this bullet. For example, AB705 applies that curricular decisions are made by a department not by a committee. The CC assures the COOR meets the PCAH.
 - It was shared non-departmental faculty group (NDFG) in Brentwood recently made changes to the PPs not noted. The committee recognizes the NDFG process and campus practices are unaligned and will arrange the NDFG group is part of future PP update discussions.
- Recommendation add prerequisite review process language to the position paper

4. Consent Agenda: minor changes

Action: Approved items to be remove from the consent agenda (M/S: Rust/Rickman); Abstain: C. Goff

- TRAVL-075, TRAVL-096 and WELD-010

4.1 COOR minor changes - pulled from the consent agenda

TRAVL-075

Action: Approved (M/S: Goff/Lynn); unanimous

- It was confirmed CSLOs are the objectives for this course which is acceptable for state approval. Some departments have elected to separate CSLOs and objectives and include both.
- It was determined Instructional methodology – method of evaluations are one in the same.
- Remove activity
- It was determined the written assignments meets the COOR standards. Online courses require more writing and not required to distinguish the approach how the writing assignments are pared. This is under the purview of the instructor. In addition to meeting the transfer requirement approval standards.

TRAVL-096

Action: Approved (M/S: Rust/Wilkins); unanimous

- Remove activity

WELD-010

Action: Approved with recommendation (M/S: Rust/Nogarr); unanimous

CSLO suggestions:

- Recommendation to reword CSLO 3 and work with PSLO/CSLO Coordinator
- It was determined CSLO 1 usage of “assessments” language is appropriately stated.

5. Substantive Changes to Existing Course Outlines of Record and Prerequisites/Co-requisites

- ART-012
Action: unapproved textbook questionable (M/S: Rickman/Goff); unanimous
 - Remove the written “note” under textbook section, “this book is now out-of-print, unavailable...”. It was shared this book is available via paperback and e-copy. The department can consult with the Librarians.
 - It was shared to satisfy UC transferable requirements, it may require a textbook within 5 years.

- COUNS-045
Action: Approved (M/S: Goff/Rickman); unanimous
 - BIO is listed as minimal requirement recommend to add other STEM disciplines.

- ECON-005
Action: Approved (M/S: Goff/Rust); unanimous
 - Remove LR grade choice

- ECON-010 and ECON-011
Action: Tabled
 - It was determined the remedial prerequisite is needed to meet CID, which conflicts with AB705 language
 - It was determined AB705 looks at math-math vs. English - English prerequisites and pose no issue
 - Prerequisite form is missing

- MATH-028
Action: Tabled
 - Missing pre/co-requisite form

- MATH-034
Action: Approved (M/S: Goff/Rust); unanimous.

- NUTRI-055
Action: Approved (M/S: Rickman/Mack); Abstention: T. Rust

6. New Courses - Move to 2.1**7. Online Supplements**

- ENGL-135
Action: Approved (M/S: Wilkins/Rickman); unanimous
 - Change to hybrid

- ENGL-150
Action: Approved (M/S: Wilkins/Lynn); unanimous
 - Change to hybrid

- TRAVL-075
Action: Approved (M/S: Rust/Goff); unanimous

- TRAVL-096
Action: Approved (M/S: Rust/Mack); unanimous

8. Programs

American Sign Language College Skills Certificate

Action: Approved (M/S: Wilkins/Lynn); unanimous

- Course sequential change from 60 to 50 series

9. Curriculum committee Forms - Tabled

<u>Standing Items</u>

1. Shared Governance Committee

3. Teaching & Learning Committee

2. Articulation

4. Academic Senate

Meeting Time & Dates: Fall 2018: October, 3, 17 November 7, 21 December 5

Spring 2019: February 6, 20 March 6, 20, April 17, May 1, 15

Meeting Place: CO-420 2:30-4:30pm