Los Medanos Curriculum Committee - Minutes   October 3, 2018

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

Meeting called to order: 2:45pm Location: CO-420
CURRENT ITEMS

1. <u>**Announcements & Public Comment:**</u>
   Josh Academic Senate (AS) President discussed the relationship between AS and the Curriculum committee. Josh asked the committee what the curriculum need from AS that would be helpful.
   Committee Feedback:
   - Help members understand curriculum role as a subcommittee of who and AS relationship to it.
   - Revise the position paper and provide clarity regarding the membership. Who should participate as members and reasons why? What role do members serve with curriculum development vs. approving curriculum form the college? Explain what needs to happen? Clarify Ethnorelative curriculum.
   - Assessment development has been the focus. Support is needed for curriculum development via professional development.
   - Revisit the content review process outside of the dean level.
   - Explain curriculum development around guided pathways and the urgency for it and should it happen with other people and departments? Help is needed to help with developing curriculum to streamline the curriculum committee review and approval process.
   - What should happened during the open window time; two hour break between classes?
   - Explain who provides support regarding course design outside of the curriculum committee. The goal is to reduce the return of COORs for revision. A teaching learning center is being considered for those that need assistance with assessment/curriculum development.
   - What is AS responsibility to support curriculum design? Who's responsible for reviewing course outlines and making sound judgements?
   - Academic Senate at the state level developed a course reference guide. It was asked has the reference guide been reviewed and has it been used to help with the local curriculum decisions?
   - Clarity and specificity is needed around the PACAH and Academic Senate gray areas; for example curriculum is responsible education program development, what does that mean? Can the curriculum do more and what does that mean, what is the impact?
   - The relationship between program and courses via AS and SGC approval process during phase 1 of new certificates and degrees. Courses are vetted via curriculum not attached to a program. Departments will ask AS to approve program after several courses have been approved. When new program requests are denied, the issue becomes preapproving courses before the program. A dialogue should happen with approving programs before approving courses. Guided Pathways conversations have been about limiting stand-alone courses not attached to a program.
   - Curriculum is important piece to the college. Josh shared the importance of having resources available for the committee's effectiveness. The committee was asked to review the Curriculum Chair job description and provided feedback. Josh shared several potential ideas:
     - Developing co-chair or assistant position responsible for overseeing the tech review process.
     - Technical review vs. content review processes. Tech reviewed completed by the dean is the coverage hours/units. Content review is not completed by the dean but by the faculty and department.
     - Bring back the use of stipends
     - Offer professional development for the curriculum members off/on campus
     - Curriculum Institute set aside financial resources for members to attend
   - An added agenda item is needed to continue the conversation.

2. **Approval of the Agenda**
   Action: Approved with changes (M/S: Rickman/Mack); abstain T. Rust
   - Move item 3 after item 9

   Approval of the Minutes from September 19, 2018
   Action: Approved (M/S: Rust/Lynn); unanimous

3. **Curriculum Committee Position Paper**
   - Moved after item 9

4. **Consent Agenda: minor changes**
   Pull VONUR 017 from the consent agenda
   Action: (M/S: Rickman/Rust); unanimous

   4.A VONUR-017 –
   Action: Approved (M/S: Rust/Mack); unanimous
   Prerequisite/co-requisite clarification needed; the requisites are required by law

5. **New Courses**
   ART-084
   Action: Tabled
   - Remove the assessments criteria
   - Percentages doesn't equal 100
   - CSLO 3 - need PSLO
   - Course content need regarding lab work; illustrate the actions or what's required by the student
   - Remove creativity

6. **Online Supplements**
   TRAVL 083
   Action: Approved (M/S: Goff/Wilkins); unanimous

7. **Substantive changes to Existing Course Outlines of Records**
   - **ART 012**
     Action: Approved (M/S: Goff/Rust); unanimous
   - **ECON-10**
     Action: Approved (M/S: Rust/Nogarr); unanimous
   - **ECON-011**
     Action: Approved (M/S: Rust/Nogarr); unanimous
   - **MATH 028**
     Action: Approved (M/S: Lynn/Mack); unanimous
   - **ART-009**
     Action: Approved (M/S: Goff/Rickman); unanimous
     Recommendation to revise the schedule description
   - **BIOSC-021**
     Action: Approved (M/S: Rickman/Goff); Abstain: M. Mack
   - Uncheck activity
     Prerequisite form: Action: Approved (M/S: Goff/Rickman); unanimous
   - **HUMAN-022**
     Action: Approved (M/S: Goff/Rickman); abstain M. Lynn

8. **Position paper -** tabled
9. **Curriculum Committee forms -** Tabled

- Course outline of record
- Experimental COOR request form
- New course information form
- College skills certificate
- Pre-requisite form

Standing Meetings - Tabled

- SGC
- ARTICULATION
- TLC
- AS

Meeting adjourned: 4:27pm
Meeting Dates: **Fall 2018** Oct 17; Nov 7, 21; Dec 5   **Spring 2019** Feb 5, 20 March 5, 20 April 17, May 1, 15
Location and Time: CO-420 / 2:30-4:30pm