**Present**: *Louie Giambattista, Chair*; Dennis Gravert, Natalie Hannum, Susie Hansen, Marie Karp, Christine Park, Ryan Pedersen, Matthew Stricker, Eileen Valenzuela, Grace Villegas, Kim Wentworth, Nancy Ybarra, Yongmin Zhu, Shondra West (Note taker)

**Absent**: Theodore Adkins, Anthony Hailey, and A’kilah Moore

**Guests**: Jeffery Matthews, Janice Townsend, Nancy Whitman, Danielle Liubicich, and student - Dominique

Meeting called to order: 1:09 pm

Location: CO-420

**CURRENT ITEMS**

1. **Announcements & Public Comment:**
* Holiday Lunch is December 10 and tickets are $15. There will be lots of food and fun, ugly sweater contest, tons of prizes e.g. Disneyland tickets, and more. The first 20 people to sign-up will be entered in a drawing. All money goes to student scholarships.
1. **Approval of the Agenda**

**Action:** Approved with additions (M/S: Zhu/Karp); Unanimous

* Add SPCH 150 Online Supplement to the agenda

**Action**: Approved with changes (M/S: Park/Karp); Unanimous

* Move items 6, 7, and 15 between items 4-5

 **Approval of the Minutes from November 19, 2014**

**Action:** Approved to move (M/S: Gravert/Stricker); one abstention Park

* **Corrections:** Page 4, Math 80, last lines; change some people to some institutions. Page 4-5 Summer Bridge section; remove the statement requirement for high school students and HS pay $1, con-enrollment fees. This course is not a HS requirement; students will be graduates and not concurrent enrollment.

1. **Consent Agenda**

**Action:** Approved without French 60(MS: Stricker/Karp) Unanimous

Pull French 60 from the consent agenda for discussion

Inactivation:

* CHDEV-012 – Parenting Seminar A
* CHDEV-023 – Positive Discipline for the Young Child

Title/Name or Number of Course:

* BUS-065 – Word Processing with MS Word 2013

Discipline:

* BUS-096 – Time Management & Goal Setting

Catalog Description:

* CHEM-029- Organic Chemistry

Deactivation:

* AS in Mathematics; deactivate
* AS in Computer Science
* AA/Anthropology

**3(a). FRNCH-060-Elementary French I**

 **Motion:** Approved with correction (Gravert/Stricker)

* Correct rationale statement
1. **Existing Course Outlines of Record**

**Second Review:**

* **PTEC-027 – Applied Instrument Analysis**

**Action:** Approved(MS: Stricker/Gravert) Unanimous

Textbook updated within 5 years and rationale provided.

**First Review:**

* **RNURS-020 – Transition to the RN Program**

**Action:** Approvedwith changes (MS: Gravert /Karp) Unanimous

The grade options were questioned if they should be; letter grade (LR), pass/no-pass (P/NP), or student choice (SC). This is an existing course and the catalog indicates this course currently is P/NP for .3 units; this course transition students into the nursing program or for transfer.

The A/C level conjunction with P/NP was questioned, if it’s needed. The department provided explanations how to receive P/NP credit for this course. For clarity, if this format is acceptable, it should be included in the instruction booklet.

**Changes**: check with the department if this course is baccalaureate level, if yes, check CSU box.

* **RNURS-027 – Nursing Skills Simulation II**

**Action:** Approved(MS: Stricker/Gravert) Unanimous

* **BIOSC-007 – Ecology and the Environment**

**Representative:** D. Liubicich

**Action:** Approvedwith changes (MS: Pedersen/Karp); Unanimous

The committee was concerned about the department completing the A/C levels work by assignment and not by CSLOs. At previous Curriculum meetings it was required that departments complete the A/C levels by CSLOs. For consistency, the committee would need to determine if the A/C level work is by assignment or CSLOs and update the instructional handbook.

It was determined that the assessment group needs to determine what’s appropriate, if housing the assessment portion on the COOR is needed which is not part of Title V requirement to have it on there. The assessment group can enforce what’s required.

It was question if at the end of the course cycle whether the course assessed is being referred back to A/C levels and does it have relevance? It was shared the assignments are tied to the assessment tool, and it’s easier to develop outlines tied to assignments than CLOs. When completing assessments, referring back to the outline makes it easier to align the assignments to assessment. With CurricuNet underway it was design to require CSLOs. It was recommended for the department to consider revising the A/C level section by CSLOs and for the TLC committee to determine if the COOR meets their objectives.

The Chair will review the requirements whether to complete the section by assessment or CSLOs and determine if a TLC member is needed for future Curriculum meetings.

**Changes**: need a cohort number

* **4(a). Experimental (900) Course Outline of Record**

**Second review:**

**BIOSC – Introduction to Bioscience Research**

**Action:** Approved(MS: Karp/Gravert); Unanimous

Based on the curriculum recommendations from previous meeting; the department changed the prerequisite requirement to advisories.

* **SPAN-051 – Elementary Spanish II**

**Representative:** J. Townsend

**Action:** Approved with changes(MS: Zhu/Karp) Unanimous

This course was turned down by the GE Committee based that it’s an elementary course and students can complete credit by exam. The GE Committee recommended submitting higher (intermediate) level Spanish course for GE credit.

**Changes:** Add cohort number and correct the weighting on page 7; CSLOs 1 and 2 changes to 35%.

* **4(b).** **Prerequisite Validation Form**

**SPAN-051 - Elementary Spanish II**

**Representative:** J. Townsend

**Action**: Approved (MS: Gravert/Zhu); Unanimous

The committee questioned the web place scoring. It was shared the test validates were students should be placed in proper levels; beginning, intermediate, or advance. The test takes 20 minutes and the results are provided quickly.

* **CHDEV-022 – Relationship-Based Discipline Strategies for Children**

**Action:** Approvedwith changes (MS: Wentworth/Stricker); Unanimous

The committee was concerned about the textbook dated being more than five-years and was noted that the publishers do not update the book every five-years.

**Changes:** add a rationale that the text used is the latest edition

* **CHDEV-062 – Curriculum Foundations for the Young Child**

**Action:** Approved(MS: Stricker/Wentworth); Unanimous

Change: correct page 7; grade points changes to 440

* **CHDEV-083 – Field Experience in Early Childhood Programs**

**Action**: Approved (MS: Stricker/Gravert); Unanimous

* **4(c). New Course Outlines of Record**

**First Review:**

**ENGL-150 Lesbian, Gay, Bisexual, Transgender Literature**

**Representative:** J. Matthews

**Action:** Approved with changes(MS: Zhu/Karp) Unanimous

It was determined to offer this course as student choice (SC); for those that need this course for transfer major should be informed not to select P/NP in order to receive transfer credit. Offering the course as SC attracts life-long learners. This course would not be offered the same semesters with LGBT Studies course; it would alternate.

**Changes**: correct the weighting should be 45%, check CSU/UC/GE box, and use the new course form.

* **4(d). CHDEV-011 – Request for Composition Load**

**Representative**: J. Townsend

It was requested to offer CHDEV-011 for composition (COMP) instead of lecture load. This course requires the instructor to teach students how to write observations and assessment papers; and require additional time for the instructor to read, edit, and grade each paper. The UF Contract language doesn’t designated COMP load strictly to English and it was recommended by UF to request approval from the Curriculum Committee to determine whether a course other than English can be assigned COMP load. Townsend provided evidence, state regulations, CID requirements, and justification for the request.

It was determined by the committee assigning COMP load is not the best solution; this could potentially open the door for other disciplines to request COMP load due to the level of writing assignments required. The committee felt it was ideal to offer the course for 4.0 units oppose to 3.0 and add an English prerequisite.

It was explained this course must remain at 3.0 units to meet CID and AD-T 60 unit requirement; ECHD is a high unit major. Also, adding English prerequisite would not meet the student needs to become better observation and assessment writers; the writing style is different. The writing style requires using present-tense, antidotal, and non-subjective language which is difficult to do. It can take students up two semesters to complete this course.

*Student’s viewpoint*: This course helped organized their thoughts. The antidotal writing teaches students how to develop a beginning, middle and end. This class introduces different assessment tools that are not receive in the other CHDEV classes. This class requires a lot of work for one semester. Writing DRP and watching the children brings enjoyment as CHDEV student.

It was shared English COMP load varies between courses. Not all English courses have COMP load; ENGL-100, 221, 230 vs. literature classes that do not. The committee felt the instructor should be composited for their time and effort, just not through COMP load. Other considerations will be considered at a later time.

1. **Prerequisites:**
* **PTEC-027 – Applied Instrument Analysis**

**Action**: Approved (MS: Stricker/Gravert); Unanimous

The department made changes based on previous curriculum recommendations.

* **MATH-029 and 30 for BIOSC-021**

**Action**: Approved (MS: Pedersen/Stricker); Unanimous

Add Math 29 and 30 prerequisite; at a previous curriculum meeting Bio 20 prerequisite was approved to be removed inadvertently deleting Math 30 which was tied to it.

* **Admission to LVN/RN Program for RNURS-020**

**Action**: Approved (MS: Stricker/Park); Unanimous

It was determined the justification attached was article 2.2.

* **Admission to RN Program for RNURS-027**

**Action**: Approved (MS: Gravert/Karp); Unanimous

* **RNURS-022 for RNURS-027**

**Action**: Approved (MS: Stricker/Park); Unanimous

* **RNURS-023 for RNURS-027**

**Action**: Approved (MS: Pedersen/Karp); Unanimous

* **RNURS-024 for RNURS-027**

**Action**: Approved (MS: Wentworth/Stricker); Unanimous

* **RNURS-026 for RNURS-027**

**Action**: Approved (MS: Pedersen/Stricker); Unanimous

* **RNURS-028 for RNURS-027**

**Action**: Approved (MS: Pedersen/Karp); Unanimous

* **SPAN-051 - Elementary Spanish II**

**Moved to item 4(b)**

1. **New Course Outlines of Record**

**First Review:**

* **ENGL-150 Lesbian, Gay, Bisexual, Transgender Literature**

**Moved to item 4(c)**

1. **Experimental (900) Course Outline of Record**

**Second review:**

* **BIOSC – Introduction to Bioscience Research**
* **Moved to item 4(a)**
1. **Online Supplements**
* **MUSIC-015 – Basic Music**

**Action:** Approved(MS: Stricker/Wentworth) Unanimous

The total hours listed is weekly

* **DRAMA-016 – Theatre Appreciation**

**Action:** Approvedwith addition (MS: Stricker/Wentworth) Unanimous

Add lecture (3) hours; 54

* **SPCH-150 – Theatre Appreciation**

**Action:** Approved(MS: Wentworth/Park); two abstentions Gravert and Stricker

1. **Changes to Existing Programs (TABLED)**
* AS/COA – Computer Support Specialist; revision
* AS/COA – Networking & Security; revision
* LVN Program requirements – deleting one course and adding a course
* AAT/Studio Arts– Revision
* AAT/Art History– Revision
* AA/Fine Arts – Revision
* AA/Graphic Communications– Revision
* COA/Graphic Communications– Revision
* AS/COA Management and Supervision – Revision
* COA Retail Management - Revision
1. **4CD & FSCC Information (TABLED)**
2. **COOR Formatting (TABLED)**
3. **RAP Funding (TABLED)**
4. **COOR Description Changes (TABLED)**
5. **CTE Requisite Review (TABLED)**
6. **CHDEV-011 – Request for Composition Load**
* **Moved to item 4(d)**

 **STANDING ITEMS - (TABLED)**

1. **CurricUNET**
2. **Shared Governance Committee**
3. **Articulation**
4. **Teaching & Learning Committee**
5. **Academic Senate**
6. **Other**

Meeting adjourned – 2:59pm

Spring’15 Meeting Dates: January 21; February 4, 18; March 4, 18; April 15; May 6

Location and Time: CO-420 / 1-3pm