Curriculum Committee

Minutes

Multidisciplinary Center West Conference Room (MCW-312)
October 21, 2014 at 3:00pm

<mark>*NOTE: ALL COURSES/PROGRAMS UP FOR APPROVAL FROM THIS DATE FORWARD WILL BE EFFECTIVE FALL 2015 UNLESS OTHERWISE NOTED.*</mark>

P. Sezzi called the meeting to order at 3:33 p.m.

VOTING MEMBERS PRESENT: G. Arevalo, S. Beynon, M. Bowen, T. Dalton, A. Gonzales, A. Kolesnik, D. Newcomb, P. Martin, and P. Sezzi (co-chair.)
(ABSENT: M. De La Rocha, N. Fredrickson, A. Gaines, P. King, R. Koerner [sabbatical fall 2014], D. Young and 1 representative from Communications & Learning Resources division)

NON-VOTING MEMBERS PRESENT: O. Duangpun, P. Jefferson (co-chair), and O. Long
(ABSENT: ASVC Rep, S. Bricker, T. Harrison, D. Kumpf, O. Long V. Lugo, A. Sanford, and K. Schrader)

GUESTS: Nathan Cole, Jose Gutierrez, Jay Varela, and Corey Wendt

APPROVAL OF MINUTES: September 30, 2014
P. Sezzi called for a motion to approve the minutes.
Motion by D. Newcomb, second by A. Kolesnik
Final Resolution: Motion was approved.
Yes: G. Arevalo, S. Beynon, M. Bowen, T. Dalton, A. Gonzales, A. Kolesnik, D. Newcomb, P. Martin, and P. Sezzi (co-chair)

SECTION ONE:
REQUIRING COMMITTEE ACTION

I. Curricular Proposals for Approval

   A. Credit Courses: Second Reading

   1. New

   2. Revise
      T=Title (substantial); U=Units, H=Hours (increased); EL=Enrollment Limitation, P=Prereq, C=Coreq (substantial), RP=Recom. Prep.; D=Description (substantial); F=Fees (required); FT=Field Trips; R=Repeat (added or increased)

      - **THA V10A**
        T- from *'Production and Performance I'* to *'Performance I'*
        U- from *'1 unit'* to *'3 units'*
        H- from *'0.5 lecture, 1.5 laboratory weekly'*
           to *'1.5 lecture, 4.5 laboratory weekly'*

> **EL-** New
> **(D)**
>
> *P. Sezzi reviewed the course as discussed at the last curriculum committee meeting. G. Arevalo noted that the course was revised to align with the C-ID descriptor and that it would remain in a family.*
> Motion by A. Kolesnik, second by G. Arevalo.
> Final Resolution: Motion was approved.
> Yes: G. Arevalo, S. Beynon, M. Bowen, T. Dalton, A. Gonzales, A. Kolesnik, D. Newcomb, P. Martin, and P. Sezzi (co-chair)

3. Prerequisite(s)/Corequisite(s)/Recommended Preparation

> - **THA V10A**
>   **EL-New:** *Audition and/or interview*
>
> *A discussion ensued regarding the procedure and timeline for the enrollment limitation. It was agreed that the audition dates should be noted in the course CRN in the schedule.*
> Motion by A. Kolesnik, second by A. Gonzales
> Final Resolution: Motion was approved.
> Yes: G. Arevalo, S. Beynon, M. Bowen, T. Dalton, A. Gonzales, A. Kolesnik, D. Newcomb, P. Martin, and P. Sezzi (co-chair)

4. 88s and 89s

5. Distance Education (new)

6. Degrees, Certificates and Awards (new programs, deleted, and substantial revisions): Second Reading

7. Noncredit Courses

8. Study Abroad/International Education

B. Credit Courses: First Reading

1. New

2. Revise
   T=Title (substantial); U=Units, H=Hours (increased); EL=Enrollment Limitation, P=Prereq, C=Coreq (substantial), RP=Recom. Prep.; D=Description (substantial); F=Fees (required); FT=Field Trips; R=Repeat (added or increased)

> - **CD V18 TABLED**
>   **T-** from *'Special Needs Children'* to *'Introduction to Children with Special Needs'*
>   **U-** from *'1.5 units'* to *'3 units'*
>   **H-** from *'1.5 lecture weekly'* to *'3 lecture weekly'*

P- Remove
RP- New
(D)

- **MATH V20**
  (D)
- **THA V10B**
  T- from *'Production and Performance II'* to *'Performance II'*
  U- from *'2 units'* to *'3 units'*
  H- from *'1 lecture, 3 laboratory weekly'* to *'1.5 lecture, 4.5 laboratory weekly'*
  EL- New
  RP- New
  (D)
- **THA ~~V10C~~ *V11A***
  ID- from *'THA V10C'* to *'THA V11A'*
  T- from *'Production and Performance III'* to *'Production I'*
  (D)
- **THA ~~V10D~~ *V11B***
  ID- from *'THA V10D'* to *'THA V11B'*
  T- from *'Production and Performance IV'* to *'Production II'*
  RP- New
  (D)

Jay Varela and Nathan Cole presented the Theatre courses to the committee.
Motion for first and second reading of THA V10B/11A/11B, by G. Arevalo, second A. Kolesnik
Final Resolution: Motion was approved.
Yes: G. Arevalo, S. Beynon, M. Bowen, T. Dalton, A. Gonzales, A. Kolesnik, D. Newcomb, P. Martin, and P. Sezzi (co-chair)

A. Kolesnik presented the revision to MATH V20 was to align the course with C-ID descriptor Math 155.
Motion by M. Bowen, second by A. Gonzales
Final Resolution: Motion was approved.
Yes: G. Arevalo, S. Beynon, M. Bowen, T. Dalton, A. Gonzales, A. Kolesnik, D. Newcomb, P. Martin, and P. Sezzi (co-chair)

CD V18 was tabled due to the absence of presenter. T. Dalton noted the class schedule course description was in need of a revision.

3. Prerequisite(s)/Corequisite(s)/Recommended Preparation/Enrollment Limitation(s)

- **CD V18** **TABLED**
  P- Remove: *~~CD V62 and HEC V23 with grades of C or better and Current~~*
  ~~negative TB test report~~'
  RP- New: *CD V02 and CD V62*
- **MATH V20**
  P-review (MATH V05 or the fourth year of high school mathematics [advanced mathematics] with grade C or better; or placement as measured by the college assessment process)

- **THA V10B**
  EL-New: *Audition and/or interview*
  RP-New: *THA V10A*
- **THA V11B**
  RP-New: *THA V05A or THA V05B; and/or THA V11A*

A discussion ensued of adding the same enrollment limitation of audition and/or interview for other courses.
Motion, first and second reading for THA V10B/V11A/V11B, with the addition of EL of '*Audition and/or interview*' to THA V11A/V11B (same as THA V10A/V10B) by G. Arevalo, second by A. Kolesnik
Final Resolution: Motion was approved.
Yes: G. Arevalo, S. Beynon, M. Bowen, T. Dalton, A. Gonzales, A. Kolesnik, D. Newcomb, P. Martin, and P. Sezzi (co-chair)

4. 88s and 89s

5. Distance Education (new)

6. Degrees, Certificates and Awards (new programs, deleted, and substantial revisions): First Reading

7. Noncredit Courses

8. Study Abroad/International Education

SECTION TWO:
COURSE AND PROGRAM INFORMATION ONLY—CONSENT AGENDA

II. Curricular Activity: Technical Action

A. Delete (Remove from catalog)

B. Technical Revisions (Nonsubstantial Changes in Catalog)
ID=Course Number; T=Title; U=Units; H=Hours; P=Prereq; C=Coreq; RP=Rec Prep; EL=Enrollment Limitation; D=Description; F=Fees; FT=Field Trips; R=Repeat; Was=Formerly; Same as; RS=Record Symbol; Non-degree; TR=Transfer
- **GERM V02**
  (D)
- **ITAL V01**
  (D)

C. Technical Revision (Articulation Purposes)
Does not require DTRW-I or Board approval
CO=Course Objectives (substantial); CC=Course Content (substantial); LC=Lab Content (substantial)
- **CD V18** **(CO, CC)** **TABLED**
- **GERM V02** **(CO)**

- **ITAL V01** (CO)
- **MATH V20** (CO, CC)
- **THA V10B** (CO, CC, LC)
- **THA V11A** (CO, CC, LC)
- **THA V11B** (CO, CC, LC)

D. Course Review/Update (No catalog changes)

E. Prerequisite(s)/Corequisite(s)/Recommended Preparation Review
- **GERM V02**
  P- review (GERM V01 or 2 years of high school German or equivalent)

F. Distance Education (Revision/Update – No catalog changes)
- **MATH V20** (Review: Hybrid [51-99% online])

G. Degrees, Certificates and Awards (Nonsubstantial)

A discussion ensued regarding the foreign language courses and the verbs listed in the foreign language (not English.) M. Bowen stated that words that do not have English equivalents could stay but those that do not should be replaced with English. ITAL V01 requires removal of specific verbs listed. CD V18 was tabled.
Motion, with the exception of CD V18 and the noted revision for ITAL V01, by M. Bowen, second by G. Arevalo
Final Resolution: Motion was approved.
Yes: G. Arevalo, S. Beynon, M. Bowen, T. Dalton, A. Gonzales, A. Kolesnik, D. Newcomb, P. Martin, and P. Sezzi (co-chair)

SECTION THREE:
DISCUSSION (CONSENT and/or ACTION)

III. Action/Information/Discussion

A. DTRW-I Report for meeting held 10.09.14 (Information) – P. Jefferson/G. Arevalo
   P. Jefferson and G. Arevalo provided a recap of the meeting.

B. California Community Colleges Chancellor's Office Memo (Information) – G. Arevalo
   - Strategies for Meeting Associate Degree for Transfer (ADT) Goal
   G. Arevalo presented the memo and reviewed the strategies listed therein.

C. Philosophy and General Education Subcommittee (Information) – G. Arevalo
   - Dispersal of courses for technical review
   G. Arevalo dispersed the courses after the meeting adjourned.

D. Expectations and Responsibilities of Curriculum Committee members (Discussion) – P. Sezzi
   This item was tabled for the next meeting.

E. Goal Setting for 2014-2015 (Discussion) – P. Sezzi
   This item was tabled for the next meeting.

F. Other

G. Arevalo provided a recap of the <u>Curriculum Regional Meeting</u> *she attended on October 18th.*

T. Dalton inquired about the status of the Dance degree Krenly Guzman presented to the committee last year.

MEETING ADJOURNED at 4:26 p.m.

<u>**NEXT MEETING**</u>
November 4, 2014 – 3:00 p.m.
Multidisciplinary Center West Conference Room (MCW-312)

DEADLINE

for effective date of Fall 2016

May 1, 2015

for all courses, degrees and distance education

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October 6, 2014

AA 14-09
VIA E-MAIL

TO: Chief Instructional Officers
                  Articulation Officers
                  Curriculum Chairs

FROM: Pamela D. Walker
                  Vice Chancellor, Academic Affairs

SUBJECT: **Strategies for Meeting Associate Degree for Transfer (ADT) Goal**

With the impending Fall 2014 deadline of the 100% Goal for ADTs, the following guidance is presented as potential strategies for meeting the commitment.

Background

The 100% ADT Goal states that by Fall 2014, each college will have ADTs in 100% of the majors they offer in which there is a Transfer Model Curriculum (TMC).[1] Each California Community College (CCC) certified their commitment to developing ADTs on their "AA-T & AS-T 100% Goal Certification Form."[2] To date, the CCCs collectively have met 91% of the overall CCC system goal, with more than half of the CCCs at—or exceeding—their individual goal.

With the deadline fast approaching and some CCCs not yet at 100%, the System Advisory Committee on Curriculum (SACC) recommended that California Community Colleges Chancellor's Office (CCCCO) provide guidance on the options available to all CCCs that could help them reach their goal.

Strategies for Colleges to Consider

Attached are options that have been successfully implemented at other CCCs. Please work with the CCCCO reviewer to determine if any of these options will work for the college. Send questions regarding ADTs to curriculum@cccco.edu, so that they may be routed to the appropriate staff person.

cc: Academic Affairs Division Staff, CCCCO
        System Advisory Committee for Curriculum (SACC)
        Jeff Spano, CCCCO
        Bob Quinn, CCCCO

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[1] Board of Governor's adopted goal, May 2012
[2] Academic Affairs memo, November 21, 2012

STRATEGIES FOR MEETING THE ASSOCIATE DEGREE FOR TRANSFER 100% GOAL

ISSUES	STRATEGIES

Ensuring a faster review…	• Start a draft proposal in the Curriculum Inventory – this is a head start in preparing the record for submission, as well as indicates to the CCCCO that an ADT is in development.
	• Contact a CCCCO reviewer if the CCC is struggling with the double-counted units.
	• Submit a complete proposal:
	   ○ Narrative – Items 1 & 2 are required, Item 3 is optional.
	   ○ ADT Template – GE Areas are complete, omit extraneous text.
	   ○ ASSIST Reports – attach the correct type (AAM/BCT/GECC).
	   ○ Course CORs – ensure all CORs entered on the TMC Template are attached and selected in the Course Report section.
	• Address all of the items that the CCCCO Reviewer has indicated:
	   ○ Scroll through the comments window to ensure all of the feedback from the CCCCO reviewer is in view.

Meeting the 60-unit requirement…	• Revise the high unit courses – align the local course unit value with the TMCs course unit value. If the CCC offers a 4 or 5 unit version of a course, the CCC can submit a substantial change and create a 3-unit version of the course.
	• Increase the double-counted units:
	   ○ Increase the articulated units for the discipline.
	   ○ Utilize courses that fulfill the CSU GE/IGETC area.
	• Weigh the benefits and drawbacks of offering only one GE pattern. Though the CCCCO recommends that both patterns be available to the student, the CCC may find that the ADT will only meet the 60-unit requirement under either the CSU GE or the IGETC pattern. Note that this option will require clear guidance for the student on which pattern to take in order for the ADT to be awarded.

Reassessing courses not submitted to C-ID or do not have a valid C-ID status…	• Consider whether the course that has not been submitted to C-ID or does not have an approved C-ID status is necessary for the program at this time. If it is not necessary, the course can be omitted from the proposal and then added (via a nonsubstantial change) after it has been approved in C-ID. • Move the non-approved C-ID course to a section of the template that requires an ASSIST Report (AAM/GECC/BCT).
Reevaluating the college ADT goal…	Some CCCs overestimated the number of ADTs that could be developed, while others reported AA/AS degrees in majors they did not offer. To more accurately reflect the CCC's curricula, consider resubmitting a 100% Goal Certification Worksheet located at: http://extranet.cccco.edu/Portals/1/AA/Credit/AATASTCertificationFormCorrected.docx