



Curriculum Committee Minutes

Multidisciplinary Center—West 312 (MCW-312)

Tuesday, February 20, 2018 at 3:00pm

ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2018 UNLESS OTHERWISE NOTED.

Called to order: 3:11 p.m.

I. ROLL CALL (Quorum is 10 out of 18 voting members)

VOTING MEMBERS		P=Present A=Absent				
Faculty co-chair	Michael Bowen	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Articulation Officer	Thao Brabander	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Academic Senate President	Lydia Morales	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A			
AFT Rep.	Vacant	<input type="checkbox"/> P	<input type="checkbox"/> A			
Career Education I Division	Kelly Wellman	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	(Vacant)	<input type="checkbox"/> P	<input type="checkbox"/> A
Career Education II Division	Chad Stangeland	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	(Vacant)	<input type="checkbox"/> P	<input type="checkbox"/> A
SLO Committee Representative	Nathan Cole	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A			
Health, KIN, ICA, and Performing Arts Division	Nancy Fredrickson	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Krenly Guzman	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
Vis. Arts, Behv/Soc Sciences, and Lang Division	Maline Werness-Rude	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Scott Corbett	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A
English & Math Division	Peter Yi	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	John Guelcher	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A
Librarian	Peter Sezzi	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Sciences Division	Chloe Branciforte	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Dan Clark	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A
Student Services Division	Mario Rivera	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	Lauren Wintermeyer	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A
Technical Review Chair	Michael Callahan	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
NON-VOTING MEMBERS						
CIO co-chair	Kimberly Hoffmans	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
ASVC Rep. (ASVC Senator of Internal Affairs)	Sam Ponce	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A			
Dean	Tim Harrison	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	Dan Kumpf	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
Dean	Gwendolyn Lewis-Huddleston	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	Felicia Dueñas	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
Dean	Lynn Wright	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	David Bransky	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
Dean	Debbie Newcomb	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A			
Instructional Data Specialist	Olivia Long	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Instructional Data Specialist	Kelly Denton	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Recorder/Curriculum Technician	Sarah Ayala	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Registrar	Arlene Reed	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A			

DE Committee Liaison: Sharon Oxford (absent)

Guests: None

II. ADOPTION OF THE PROPOSED AGENDA (Discussion/Action)

M. Bowen called for a motion to approve the agenda.

Motion by: K. Wellman

Seconded by: N. Fredrickson

Discussion: None

Final resolution: Agenda adopted as presented

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, D. Clark, S. Corbett,
N. Fredrickson, P. Sezzi, K. Wellman, M. Werness-Rude*

No/Abstain: None

III. GENERAL ANNOUNCEMENTS, INTRODUCTIONS, AND PUBLIC COMMENTS (Information)¹

A. Academic Senate vote on Guided Pathways – M. Bowen

Senate did vote to direct Lydia to sign off on Guided Pathways.

K. Hoffmans: Approved for 1 academic year with the hopes there's an unprecedented amount of faculty involvement. We need input from classified staff and administration too. It will take all of us to make this happen. We've got to do it together to make it right.

IV. APPROVAL OF MINUTES: (Discussion/Action)

M. Bowen called for a motion to approve the minutes from the 2/6/17 meeting.

Motion by: P. Sezzi

Seconded by: M. Werness-Rude

Discussion: Minor change – John Guelcher was marked “absent” and he was present at the meeting.

Final resolution: Minutes approved with minor correction

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, D. Clark, S. Corbett,
N. Fredrickson, P. Sezzi, K. Wellman, M. Werness-Rude*

No/Abstain: None

V. POLICY AND PROCESS (Information or Discussion/Action)

A. T5 Proposal to go to Academic Senate (Information) – T. Brabander

Lydia has asked for this to come to Academic Senate. It may come back to CC, but for the time being, Academic Senate will be dealing with it.

Recommendation from DTRW-I was to take it back to Senates. The workgroup who has created the proposal (representatives from 3 colleges) will give the Senate information in April.

¹ Five minutes is allotted to any member of the public who wishes to address the curriculum committee, with a maximum of twenty minutes per topic aggregated for all speakers, unless extended by vote of the committee. At the request of any speaker proposing to address a specific agenda item, the committee may also vote to permit that speaker's comments to be deferred until the meeting progresses to that topic.

**Recorder's Note – L. Wintermeyer arrived.*

**VI. CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL
(Discussion/Action; see attachment)**

**A. Deletion: ENGL V07*, ENGL V08A*, ENGL V08B*, ENGL V133*, ENGL V134*,
ENGL V135*, ENGL V136A*, ENGL V136B***

***effective date Fall 2018**

** note error in list of courses. Should read "ENGL V08A"*

M. Bowen called for a motion to approve the Consent Agenda proposals

Motion by: S. Corbett

Seconded by: P. Sezzi

Discussion: Memo is on file from department requesting course deletions

Final resolution: Consent Agenda proposals are approved for deletion

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, D. Clark, S. Corbett,
N. Fredrickson, P. Sezzi, K. Wellman, M. Werness-Rude, L. Wintermeyer*

No/Abstain: None

**Recorder's Note: J. Guelcher arrived, P. Sezzi departed*

**VII. SECOND READING COURSES: CURRICULAR PROPOSALS FOR APPROVAL
(Discussion/Action; see attachment)**

A. Reactivation: AG V30

B. Revision: BUS V08, BUS V21, BUS V47, BUS V94

M. Bowen called for a motion to approve the Second Reading proposals

Motion by: M. Werness-Rude moved to discuss and approve courses together

Seconded by: N. Fredrickson

*Discussion: AG course to be used in future planned AG degree
BUS courses are revisions*

All courses will go to DTRW-I and State for approval

Final resolution: Second Reading proposals approved

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, D. Clark, S. Corbett,
J. Guelcher, N. Fredrickson, K. Wellman, M. Werness-Rude,
L. Wintermeyer*

No/Abstain: None

**VIII. SECOND READING PROGRAMS: CURRICULAR PROPOSALS FOR APPROVAL
(Discussion/Action; see attachment)**

A. None

IX. FIRST READING:

**A. CURRICULAR PROPOSALS REQUIRING SECOND READING
(Discussion/Action; see attachment)**

1. None

**B. FIRST READING: CURRICULAR PROPOSALS FOR APPROVAL THAT WILL
NOT UNDERGO A SECOND READING (Discussion/Action; see attachment)**

1. Revised: ACT V05, CD V62, HED ~~V97~~ V03

C. FIRST READING: PROGRAM PROPOSALS FOR APPROVAL

1. None

M. Bowen called for a motion to approve the First Reading proposals

Motion by: N. Fredrickson

Seconded by: D. Clark

Discussion: HED V03 being renumbered from HED V97

Holistic Studies Emphasis which includes HED V03 coming soon

Final resolution: First reading proposals approved

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, D. Clark, S. Corbett,
J. Guelcher, N. Fredrickson, K. Wellman, M. Werness-Rude,
L. Wintermeyer*

No/Abstain: None

X. ADMINISTRATIVE CHANGES (Discussion/Action)

**A. MQs for SL V10A, SL V10B and SL V10C now read “Sign Language/English
Interpreting” (Information)**

Some courses had “foreign languages”, some had “sign language” listed as MQs

*M. Bowen consulted with Foreign Language department and they selected “Sign
Language/English Interpreting”, which is a non-masters degree MQ. Informing
the Curriculum Committee of the change.*

No vote needed. No comments made from the group.

XI. REQUISITES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)

A. Review: CD V62

M. Bowen called for a motion to approve the Requisite proposals

Motion by: K. Wellman

Seconded by: T. Brabander

*Discussion: Discussion regarding the recommended preparation for this course.
No changes needed after discussion*

Final resolution: Requisite proposal approved

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, D. Clark, S. Corbett,
J. Guelcher, N. Fredrickson, K. Wellman, M. Werness-Rude,
L. Wintermeyer*

No/Abstain: None

XII. DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)

A. New/Review: CD V62

M. Bowen called for a motion to approve the Distance Education proposals

Motion by: S. Corbett

Seconded by: M. Werness-Rude

Discussion: None

Final resolution: Distance Education proposal approved

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, D. Clark, S. Corbett,
J. Guelcher, N. Fredrickson, K. Wellman, M. Werness-Rude,
L. Wintermeyer*

No/Abstain: None

XIII. MINIMUM QUALIFICATIONS

A. None

XIV. PHILOSOPHY AND GENERAL EDUCATION CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action)

A. None

XV. DISCUSSION/INFORMATION (Information or Discussion/Action)

A. None

XVI. REPORTS (Information)

A. Co-Chairs

B. Articulation/C-ID

1. New approvals for UC

Handout given to committee with list of courses approved for UC transfer.

FYI - Courses are usually submitted in the summer for approval.

Submission is once a year.

C. Board of Trustees/ DTRW-I

D. Subcommittees/Workgroups

E. New Curriculum Approvals at the State (CCCCO)

1. COCI Update coming soon. Hopefully will fix program submission issue

Adjourned – 3:51pm

NEXT MEETING

March 6, 2018 - 3:00 PM

MCW-312

Written materials relating to a Curriculum Committee meeting item that are distributed to at least a majority of the Curriculum Committee members less than 72 hours before a noticed meeting and that are public record not otherwise exempt from disclosure will be available for inspection at Ventura College located at 4667 Telegraph Road, Ventura, CA 93003 or at the Curriculum Committee meeting.

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of:

Kim Hoffmans, Vice President Academic Affairs
Ventura College - 4667 Telegraph Road - Ventura, CA 93003
(805) 289-6464