Curriculum Committee Minutes

Multidisciplinary Center—West 312 (MCW-312)
Tuesday, January 21, 2020 at 3:00pm

==*ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2020 UNLESS OTHERWISE NOTED.*==

Called to order: 3:01pm

I. ROLL CALL (Quorum is 9 out of 17 voting members)

VOTING MEMBERS		
Faculty co-chair	☒Michael Bowen	
Articulation Officer	☒Thao Brabander	
Technical Review Chair	☒Michael Callahan	
Academic Senate President	☐Dan Clark	
AFT Rep.	Vacant	
Career Education I Division	☒Kelly Wellman	☒Nicole Falco
Career Education II Division	☒Dorothy Farias	☒John Clark
College Outcome Group Representative	☐Asher Sund/Aurora Meadows	
English & Math Division	☒Peter Yi	(Vacant)
Health, KIN, ICA, Performing & Visual Arts Division	☐Jeff Fischer	☒Maline Werness-Rude
Library, Languages, Behavioral & Social Sciences Division	(Vacant)	(Vacant)
Librarian	☐Peter Sezzi	
Sciences Division	☒Chloe Branciforte	☒Jennifer Garner
Student Services Division	☒Mario Rivera	☐Angelica Gonzales (subst. for Gema Espinoza Sanchez)
NON-VOTING MEMBERS		
CIO co-chair (Interim)	☐Jennifer Kalfsbeek-Goetz	
ASVC Rep. (ASVC President)	☐Michael Shouten	
Dean	☐Tim Harrison	☐Dan Kumpf
Dean	☐Lisa Putnam	☐Felicia Dueñas
Dean	☐Lynn Wright	☐Marcelo Vazquez
Dean	☐Debbie Newcomb	☐Phil Briggs
Academic Data Specialist	☐Olivia Long	
Academic Data Specialist	☐Kelly Denton	
Recorder/Curriculum Technician	☒Sarah Ayala	
Distance Education Liaison	☒Sharon Oxford	
Registrar	☐Gaby Asamsama-Acuna	

Guests: Paula Munoz (EOPS), Rubisela Gamboa (CHST)

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

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

Motion by:	*J. Garner*
Seconded by:	*M. Werness-Rude*
Discussion:	*Change in item XII.C.1 - AS-T Chicano/a Studies should be AA-T Chicano/a Studies*
	Also, a suggestion was made to update the title of the program to what is on the current TMC for this degree as well (AA-T, Social Justice Studies, Chicano Studies)
Final resolution:	*Agenda approved with correction and suggestion noted*
Yes:	*M. Bowen, T. Brabander, C. Branciforte, M. Callahan, J. Clark, N. Falco, D. Farias, J. Garner, M. Rivera, K. Wellman, M. Werness-Rude, P. Yi*
No:	*None*

III.   INTRODUCTIONS, AND PUBLIC COMMENTS (Information)[1]
A. None

Public Comments:
Paula Munoz: EOPS Coordinator
Paula noted that she in Student Services, and a longtime Chicano Studies activist. And supports the Chicano Studies degree, but would like to comment on concerns regarding the current version of the program that is being presented at the meeting today.
She was involved in a summit held here at VC that included faculty and community members from all 3 colleges.

Comments brought forth on behalf of the summit committee members on the presented Chicano/a Studies degree:
Spanish courses are included in the degree – they have some concerns. They don't support Spanish being a part of the degree, and feel it is more important to have other Chicano Studies courses instead of Spanish.
Another concern is that the term "Latin-x" is being included, and it is considered a highly controversial term. They feel the Chicano/a Studies degree needs to stay focused on Chicanos and Chicanas.

Q: Do comments address both of the degree patterns, or both?
A:These comments address both degrees.

IV.   APPROVAL OF MINUTES: (Discussion/Action)

M. Bowen called for a motion to approve the minutes from the 01/07/20 meeting.

Motion by:	*N. Falco*
Seconded by:	*M. Rivera*
Discussion:	*None*
Final resolution:	*Minutes from 1/7/20 meeting approved as presented*
Yes:	*M. Bowen, T. Brabander, C. Branciforte, M. Callahan, J. Clark, N. Falco, D. Farias, J. Garner, M. Rivera, K. Wellman, M. Werness-Rude, P. Yi*
No:	*None*

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[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.

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

A. GE Inactivation form and approval (Action; see attachment) – T. Brabander, M. Bowen

At last meeting, group made recommendations for the document. Changes made and document was re-presented. Change mainly was the term "inactivate" instead of "removal". Now, this is back to Curriculum Committee for final look and vote. Would like to begin using this form ASAP.

M. Bowen called for a motion to approve the GE inactivation form.
Motion by: T. Brabander
Seconded by: K. Wellman
Discussion: None
Final resolution: GE inactivation form approved
Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, J. Clark, N. Falco, D. Farias,
                        J. Garner, M. Rivera, K. Wellman, M. Werness-Rude, P. Yi

No: None

B. Priority One Report (Discussion; see attachment) – M. Bowen

Annual list of courses published with outlines that have not been updated in the last 5 years or more. There was a copy distributed in the Curriculum Committee meeting packet and was given to all Dept Chairs and Deans.

Just making sure everyone is aware of this. Last year, this list was suspended due to CourseLeaf implementation. Please advise your constituencies that the spring semester is the prime time to prepare new/revised curriculum.

We will continue approving program submissions as well during the spring. Focus of the Priority 1 report are courses.

In the case of courses that have lost information in the CourseLeaf switchover, courses cannot be "fast tracked" (i.e. just DE or textbooks) like we could before due to the lost information. All courses have lost information and cannot be fast tracked without going through an initial regular revision.

Note – Department Chairs should be notified of the no "fast track" issue.

If your course is not on the list, you can still update if needed. A lot was lost in the switch to CourseLeaf, and it would be helpful to check your courses, especially for the upcoming switch to the catalog arm of the CourseLeaf software.

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

   A. **New: AG V70, AG V72, AG V95C, AG V96C**
   B. **Review: AES V23 (same as CHST V02), AES V24 (same as CHST V24 and SOC V24), ANTH V01L, CHST V02 (same as AES V23), CHST V24 (same as AES V24 and SOC V24), SOC V24 (same as AES V24 and CHST V24)**

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

Motion by:	D. Farias
Seconded by:	J. Garner
Discussion:	D. Farias: These are the last part of the AG courses for a bit. Courses reflect the second year of coursework for the Veterinary Technology degree. Added "C" to the internship IDs to indicate clinical experience courses, since there are already other AG internships. Arranging these courses in a cohort model. Q: Does Nursing have a required clinical group of courses? A: The Nursing program is set up differently – it's built into the program itself, not individual courses
Final resolution:	Requisite proposals approved
Yes:	M. Bowen, T. Brabander, C. Branciforte, M. Callahan, J. Clark, N. Falco, D. Farias, J. Garner, M. Rivera, K. Wellman, M. Werness-Rude, P. Yi
No:	None

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

   A. **New: AES V03 (same as CHST V03), AES V22 (same as HIST V58), AES V23 (same as CHST V02), AES V24 (same as CHST V24 and SOC V24), AES V47 (same as HIST V47), AG V42, AG V67, AG V68, AG V69, AG V70, AG V71, AG V72, AG V73, AG V74, AG V75, ANTH V01L, CHST V02 (same as AES V23), CHST V03 (same as AES V03), CHST V24 (same as AES V24 and SOC V24), HIST V47 (same as AES V47), HIST V58 (same as AES V22), SOC V24 (same as AES V24 and CHST V24)**

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

Motion by:	M. Werness-Rude
Seconded by:	J. Garner
Discussion:	None
Final resolution:	Distance Education proposals approved
Yes:	M. Bowen, T. Brabander, C. Branciforte, M. Callahan, J. Clark, N. Falco, D. Farias, J. Garner, M. Rivera, K. Wellman, M. Werness-Rude, P. Yi
No:	None

VIII. MINIMUM QUALIFICATIONS

A. Revision: AES V20 (same as CHST V01), AES V22 (same as HIST V58), AES V23 (same as CHST V02), AES V24 (same as CHST V24 and SOC V24), AG V42, AG V43, CHST V01 (same as AES V20), CHST V02 (same as AES V23), CHST V24 (same as AES V24 and SOC V24), HIST V58 (same as AES V22), SOC V24 (same as AES V24 and CHST V24)

Most of the Chicano Studies courses have been co-listed for a long time with AES courses, and SOC courses. There were discrepancies among the co-listed courses. After meetings and discussions, MQs were solidified to unify all the MQs for the courses above. Changes were mostly decisions of which department was in charge of each course, and which MQ would be listed as the primary MQ.

M. Bowen called for a motion to approve the Minimum Qualifications proposals

Motion by:	*D. Farias*
Seconded by:	*C. Branciforte*
Discussion:	*Q: How does this work when it comes time to hire for this post? There has been trouble with HR in hiring saying it is not "the right MQ"*
	Difference in advertisement and the MQs within the course.
	Banner is the place where they look for the MQs, and Banner only holds one MQ. There is an issue with communication between faculty desires on MQ list and HR enforcement for hiring.
	Michael Bowen to speak to Jennifer Kalfsbeek-Goetz about this issue and that Faculty is the one setting the MQs. This could become a larger issue for courses with more than one MQ attached.

Final resolution:	*Minimum Qualification proposals approved*
Yes:	*M. Bowen, T. Brabander, C. Branciforte, M. Callahan, J. Clark, N. Falco, D. Farias, J. Garner, M. Rivera, K. Wellman, M. Werness-Rude, P. Yi*
No:	*None*

IX. CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
   1. None

X. SECOND READING COURSES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
   1. None:

XI. SECOND READING PROGRAMS: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
   1. None

XII. **A.** **FIRST READING: CURRICULAR PROPOSALS REQUIRING SECOND READING*** **(Discussion/Action; see attachment)**
1. **New: AES V03 (same as CHST V03), AES V47 (same as HIST V47), AG V67, AG V68, AG V69, AG V70, AG V71, AG V72, AG V73, AG V74, AG V75, AG V95C, AG V96C, CHST V03 (same as AES V03), HIST V47 (same as AES V47)**

B. **FIRST READING: CURRICULAR PROPOSALS NOT REQUIRING SECOND READING (Discussion/Action; see attachment)**
1. **Revision: AES V20 (same as CHST V01), AES V22 (same as HIST V58), AES V23 (same as CHST V02), AES V24 (same as CHST V24 and SOC V24), AG V42, AG V43, ANTH V01L, CHST V01 (same as AES V20), CHST V02 (same as AES V23), CHST V24 (same as AES V24 and SOC V24), HIST V58 (same as AES V22), SOC V24 (same as AES V24 and CHST V24)**

C. **FIRST READING: PROGRAM PROPOSALS FOR APPROVAL***
1. **New: A.S. Advanced Manufacturing, A.S. Veterinary Technology, A.A.-T Chicana/o Studies**

*First Reading Courses and Programs requiring second reading proposed for first/second Reading

M. Bowen called for a motion to approve the First Reading proposals (XII.A.1) for first and second reading
Motion by:	*J. Garner*
Seconded by:	*M. Werness-Rude*
Discussion:	*None*
Final resolution:	*First Reading proposals in XII.A.1 approved for first and second reading*
Yes:	*M. Bowen, T. Brabander, C. Branciforte, M. Callahan, J. Clark, N. Falco, D. Farias, J. Garner, M. Rivera, K. Wellman, M. Werness-Rude, P. Yi*
No:	*None*

M. Bowen called for a motion to approve the First Reading proposals (XII.B.1)
Motion by:	*D. Farias*
Seconded by:	*C. Branciforte*
Discussion:	*R. Gamboa: CHST V02 is one of the courses pertaining to the public comments earlier in the meeting. Rubisela noted that she was not invited to this committee, and no Chicano/a studies VC faculty were included.*

VC Chicano Studies summit was boycotted by the other summit in mentioned in the public comments.
VC Chicano Studies faculty worked with high school faculty – this has been 3 years in the making – to align these courses.
There's conflict within the community – and VC Chicano Studies faculty recreated this program to not have an "us" vs "them" mentality.
VC Faculty has been working together and agree with what has been done with this course and the program.
For Clarification:
Latino – refers to Latin America, Central America
Chicano – areas of Mesoamerica
"X" attached to the terms makes the terms gender neutral, or a "catch all" for those that identify in part with the group, or another group that they feel isn't represented with the other terms.
Spanish courses are an option in the degree, not a requirement.
Most other programs like this are aligned like the program proposed in Part C of this agenda.
VC Chicano Studies Faculty also collaborated with other discipline faculty with courses featured in the program.
Almost all 4 year degrees at the transfer level require a foreign language requirement. It is obvious that Spanish would be included in this degree as an elective for this requirement.

Title including the X is intended to include the new ways of learning about this issue, what students now are facing, and to introduce the idea that the groups are similar and not to exclude in regards to cultural differences.

Final resolution:	*First Reading proposals in XII.B.1 approved for first and second reading*
Yes:	*M. Bowen, T. Brabander, C. Branciforte, M. Callahan, J. Clark, N. Falco, D. Farias, J. Garner, M. Rivera, K. Wellman, M. Werness-Rude, P. Yi*
No:	*None*

M. Bowen called for a motion to approve the First Reading proposals (XII.C.1) for first and second reading

Motion by:	*M. Werness-Rude*
Seconded by:	*K. Wellman*
Discussion:	*J. Clark – Advanced Manufacturing: It was evident this program needed to be looked at and issues had to be addressed. Created partnerships with local industries. Faculty spoke to employers who'd eventually hire our students to see what they needed to see in a potential employee. Upon looking at our old curriculum, we saw there was an opportunity to restructure what we had to create a program that would allow students to move on. Stackable credentials and degree.*
	Q: What level of computer skills are is needed for this program?
	A: Student needs to be familiar to navigate programs, save files, sent professional emails, etc. Basic computer skills definitely needed to navigate programs.
	T. Brabander: Would like to revise motion: to have the CC approve these programs and then let the technical review group review these programs further. These have not been through Technical Review yet.
	D. Farias: Veterinary Technology – We will be the first to get this program approved. Have a lot of support from local community. Regional Consortia approved this as well. Yay!
	T. Brabander: Big kudos to Michael Bowen to reviewing these programs – so much time to make sure all of these programs are accurate.
	Chicano/a Studies: Suggestion made to change the title to Associate in Arts in Social Justice Studies, Chicano Studies for Transfer Degree to match the TMC. More research will be done to match this. Word version in CourseLeaf is not accurate.
	Rubisela would like to keep all courses, and their titles listed as is in the program after the discussions/public comments today, but agreed to the program title change.
Final resolution:	*First reading Program approvals (XII.C.1) approved for first and second reading.*
Yes:	*M. Bowen, T. Brabander, C. Branciforte, M. Callahan, J. Clark, N. Falco, D. Farias, J. Garner, M. Rivera, K. Wellman, M. Werness-Rude, P. Yi*
No:	*None*

XIII. ADMINISTRATIVE CHANGES (Discussion/Action)

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. Report of Recent C-ID Approvals

7 new C-D descriptors for Water/Wastewater/Water Science

C. **Board of Trustees/ DTRW-I**

    1. **DTRW-I**

    2. **Board of Trustees**

D. **Subcommittees/Workgroups**

E. **New Curriculum Approvals at the State (CCCCO) – S. Ayala**

    1. **None**

XVII. **GENERAL ANNOUNCEMENTS**

A. **Last approvals for Fall 2020 – M. Bowen**

Reminder this is the last meeting that we are doing approvals for Fall 2020 catalog.

Starting in February, approvals will be for Fall 2021.

S Oxford - Next online teacher training course starts January 27th

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NEXT MEETING

February 4, 2020 - 3:00 PM

MCW-312