Ventura College - Curriculum Committee

Minutes
Campus Center Conference Room
March 5, 2013

MEMBERS PRESENT: M. Pauley, D. Newcomb, N. Fredrickson, A. Bittl, G. Arquilevich, K. Peinado, M. Bowen, A. Kolesnik, R. Chaparro, A. Gonzales, G. Arevalo, A. Gaines, R. Koerner, H. Aguailar

NON-VOTING MEMBERS PRESENT: R. Sanchez, S. Bricker, M. Zavala, Resendiz, L. N. Duangpun, D. O'Leary

GUESTS: Tim Harrison

MEETING OPENED AT 3:00 P.M. by Mark Pauley

APPROVAL OF MINUTES: February 19, 2013 and February 28, 2013
M. Pauley called for a motion to approve the minutes. A. Bittl moved to accept, H. Dalton seconded, and the motion carried unanimously.

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); P=Prereq, C=Coreq (substantial); D=Description (substantial); F=Fees (required); R=Repeat (added or increased)

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

         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

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SECTION TWO:
COURSE AND PROGRAM INFORMATION ONLY—CONSENT AGENDA
II.   Curricular Activity: Technical Action

A.   Delete (Remove from catalog)
- **ART V28B (retract the deletion)**
- **ART V29C (Delete)**

-Approved for Fall 2013
A motion to approve was made by A. Bittl and seconded by A. Gonzales.

B. **Technical Revisions (Nonsubstantial Changes in Catalog)**

ID=Course Number; T=Title; U=Units; H=Hours; P=Prereq; C=Coreq; RP=Rec Prep; D=Description; F=Fees; FT=Field Trips; R=Repeat; Was=Formerly; Same as; RS=Record Symbol; Non-degree; TR=Transfer

C. **Technical Revision (Articulation Purposes) – Does not require DTRW-I or Board approval.**

CC=Course Content (substantial); LC=Lab Content (substantial); CO=Course Objectives (substantial)

D. **Course Review/Update (No catalog changes)**

E. **Prerequisite(s)/Corequisite(s)/Recommended Preparation Review**

F. **Distance Education (Revision/Update – No catalog changes.)**

G. **Degrees, Certificates and Awards (Nonsubstantial)**

H. **VC GE Requirements**

SECTION THREE:
DISCUSSION (CONSENT and/or ACTION)

III. **Action/Information/Discussion**

A. DTRW-I Report (Information) – R. Sanchez/M. Pauley/G. Arevalo
Ramiro informed the committee that curriculum that we had approved on our last meeting will be on DTRW-I agenda Thursday, March 7, 2013.

B. Technical Review Training (Information)- M. Bowen
Since Michael had been given the training to the members already, he refreshed the committee with some important points on technical review. The Technical Review process guide was distributed among members.

C. Partitioning of Courses to be reviewed
Remaining courses to be reviewed for Fall 2013 catalog was partitioned to members. The due date to return the CORs, completed with tech review, is Tuesday, March 19, 2012.

D. UC/CSU Transfer Update for Transfer Degrees (Information) – G. Arevalo
Gloria distributed documents pertaining to updates on transfer and articulation from the State Chancellor's Office. Information includes the training for AOs, Transfer Degrees, number for Spring 2013 CSU enrollments, ASSIST, and online degrees. She also added that Physics and Counseling Courses will be undergone the major revisions for UCs next year.

Gloria also addressed that the State understood that all colleges are facing the same timeline issue for revisions and submissions and that the C-ID approvals are taking up time. If we have already submitted courses for C-ID, we are acceptable with our deadline for June 2013. Technically, we cannot submit new transfer degree without C-ID approvals. However, as long as we have submitted the courses for C-ID, we can submit our new degree. The State will approve the degree even though C-ID has not been granted yet. Furthermore, for approved transfer degrees, if there is a new TMC template being provided, the college is entitled to revise the degree to adhere to the new template. As long as we don't have any changes to our existing transfer degree, we do not have to submit to the State even though the new template has been posted.

E. AP 4260 – Pre-requisites, Co-requisites, Advisories on Recommended Preparation (Discussion/Action) – R. Sanchez
Ramiro addressed the committee on the Administrative Procedure on Content Review. This is to discuss and to make a motion on AP 4260. DCAA Committee has revised AP on Requisites. The Curriculum Co-Chair from MC has drafted this AP and presented to DCAA where the committee agreed and wanted sub groups to review on certain sections of the AP. Between now and next meeting, if members have any comments please send it to Linda Resendiz.

The committee voted on the first reading on AP4260.
-M. Pauley called for a motion to approve. A. Bittl moved to accept, H. Dalton seconded, and the motion carried unanimously.

<mark>**Meeting Adjourned at 4:20 p.m.**</mark>
<mark>**NEXT MEETING**</mark>
March 19, 2013 - 3:00 p.m.
Campus Center Conference Room