

Minutes

Campus Center Conference Room
April 16, 2013

NOTE: ALL COURSES/PROGRAMS UP FOR APPROVAL FROM NOW ON WILL BE EFFECTIVE FALL 2014 UNLESS OTHERWISE NOTED.

MEMBERS PRESENTS: M. Bowen, R. Charparro, D. Newcomb, G. Arevalo, R. Koerner, G. Arquilevich, A. Gaines, A. Gonzales, A. Kolesnik

NON-MEMBERS PRESENTS: R. Sanchez, N. Duangpun, J. Cook,

GUESTS: Scott Rabe, Rebecca Chandler, Connie Baker

APPROVAL OF MINUTES: April 2, 2013

R. Sanchez called for a motion to approve the minutes. G. Arevalo called for a correction on Section H, VC GE Approvals that THA V31 should be THA V31A. A. Bitti moved to accept, G. Arquilevich 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

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8. Study Abroad/International Education

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B. Credit Courses: First Reading

1. New

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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)

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

- **KIN V70B (RP-New) This course was approved on 2/28/13 Curriculum meeting, but did not include the RP. Request for approval for first and second reading effective Fall 2013.**

-Approved for Fall 2013

A motion to approve was made by R. Koerner and seconded by G. Arquilevich.

4. 88s and 89s

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5. Distance Education (new)

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

- **PA Bio Medical Device - Manufacturing Technician (New)**
-Approved for first reading

7. Noncredit Courses

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8. Study Abroad/International Education

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SECTION TWO:

COURSE AND PROGRAM INFORMATION ONLY—CONSENT AGENDA

II. Curricular Activity: Technical Action

A. Delete (Remove from catalog)

- **BUS V42**

-Approved for Fall 2014

A motion to approve was made by M. Bowen and seconded by A. Bittl.

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

- **CJ V42 (RP)**

-Approved for Fall 2014

A motion to approve was made by M. Bowen and seconded by A. Bittl.

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)

- **CJ V42 (CO; CC)**

-Approved for Fall 2014

A motion to approve was made by M. Bowen and seconded by A. Bittl.

D. Course Review/Update (No catalog changes)

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

- **CJ V42 (RP-deleted)**

-Approved for Fall 2014

A motion to approve was made by M. Bowen and seconded by A. Bittl.

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

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G. Degrees, Certificates and Awards (Nonsubstantial)

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H. VC GE Approvals (Curriculum GE Sub Committee)

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**SECTION THREE:
DISCUSSION (CONSENT and/or ACTION)**

III. Action/Information/Discussion

A. DTRW-I Report (Information) – R. Sanchez/M. Pauley/G. Arevalo

Ramiro reported that MC and OC submitted curriculum for 4/11/13 DTRW-I meeting. VC did not submit any curriculum. He also informed the group that several AP/BP were undergone reviewed. Gloria also commented that some AP/BP for CTE that are under reviewed may affect our curriculum review cycle for next year.

B. Distance Education proposed form (Action)

Alex made recommendations on rewording some of the language of the proposal. He will email Rebecca Chandler on those suggestions. The Distance Education proposed page will be brought back for approval at the next meeting.

Robert made a comment that the definition of online courses terms should be available for students. Rebecca expressed that the faculty can advise students to visit the Distance Education web page as a resource guides.

C. Courses with TBA-To Be Arranged hours (Discussion) – R. Sanchez

Ramiro explained to the committee on TBA hours. Example of VC's courses that contain "TBA" hours is the EMT that has ride along hours. Any or all TBA is a positive attendance.

Ramiro suggested for faculty to read the guidelines for TBA regulations. If the course does not fall into this category, do not use TBA hours. The State mandated several regulations on documentations that may include records, attendance, and course outline of records. For example, the COR must include the number of TBA hours and specific instructional activities/learning outcomes for TBA hours.

Ramiro commented that we will bring this item back for discussion at the beginning of Fall 2014 as a review.

D. Quantitative Reasoning in the CSU (information) – G. Arevalo

Gloria mentioned that currently there is a movement throughout the State for quantitative reasoning. Alex also commented that there are several other movements similar to this across the nation. Some Colleges have been approved on the alternative to challenge the prerequisite.

E. Review of last year survey questions (Discussion) – R. Sanchez

Questions from last year's survey were reviewed and revised. Finalized questions will be forwarded to Michael Callahan, who will facilitate the survey monkey. Michael should be sending out the survey to Committee members by Monday, 4/22/13.

Meeting Adjourned at 4:20 p.m.

NEXT MEETING

**April 30, 2013 - 3:00 p.m.
Campus Center Conference Room**