

Minutes

Campus Center Conference Room
February 16, 2010

PRESENT: *P. Johnson, M. De la Rocha, C. Mansfield, J. Garcia, D. Newcomb, S. Pourmoghim, M. Bowen, J. Ferguson, H. Dalton, R. Sanchez, A. Bittl, P. Wendt, R. Koerner, P. Sezzi, M. Pauley*

NON-VOTING MEMBERS: *S. Bricker, M. Zavala*

GUESTS: *Paula Muñoz, Tim Suel, Kathryn Shoenrock, Christine O'Neill*

- **APPROVAL OF 2/2/10 MINUTES:** *The minutes for 2/2/10 were approved as submitted.*

**SECTION ONE:
REQUIRING COMMITTEE ACTION**

I. Curricular Proposals for Approval

A. Credit Courses: Second Reading

1. New

--

2. Revise

(T=Title (substantial); U=Units (increased); H=Hours (increased); P=Prereq, C=Coreq (substantial); D=Description (substantial); F=Fees (reqd); R=Repeat (added or increased))

- BUS V25 (U-was 1.5, now 3.0; H-was 1.5 lec, now 3.0 lec)
- MM V80 (D, T-now "Dreamweaver for Website Development"; R-was no repeat, now 2 times)
- MM V82 (T-now "Flash for Animation and Web Development"; R-was no repeat, now 3 times)

-APPROVED for Fall 2011.

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

--

4. 88s and 89s

5. Distance Education

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

- Medical Insurance Billing – Proficiency Award (new)

-APPROVED for Fall 2011.

C. Credit Courses: First Reading

1. New

2. Revise

(T=Title (substantial); U=Units (increased); H=Hours (increased); P=Prereq, C=Coreq (substantial); D=Description (substantial); F=Fees (rqd); R=Repeat (added or increased))

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

4. 88s and 89s

5. Distance Education

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

- Holistic Studies – Certificate of Achievement – (new)

-APPROVED to be moved to second reading.

E. Noncredit Courses

F. 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 (Non substantial 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=Former; Same as; RS=Record Symbol; Non-degree; TR=Transfer)

C. Course Review/Update (No catalog changes)

D. Prerequisite(s)/Corequisite(s)/Recommended Preparation (Nonsubstantial)

E. Distance Education (No catalog changes)

F. Degrees, Certificates and Awards (Nonsubstantial)

- Holistic Studies Emphasis – AA Degree

-APPROVED for Fall 2011.

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

III. Action/Information/Discussion

A. Prerequisites Update – Information – P. Johnson/J. Ferguson

Jeff and Paulette will conduct a prerequisite training for Curriculum Committee and Department Chairs so that everyone is aware of the rules for prerequisites.

B. Proficiency Awards – Information – P. Sezzi

Angelica Gonzales made a motion which was seconded by Paulette Johnson and approved by the Curriculum Committee to form an AdHoc committee which will draft criteria on creating proficiency awards and also look at how proficiency awards are awarded to students. The AdHoc Committee will consist of Angelica Gonzales, Peter Sezzi, Debbie Newcomb, and Jeff Ferguson and will report back to the Curriculum Committee by May 4, 2010.

C. Curricunet Approval Process Update – Information – P. Johnson

Paulette shared the revised approval process for new courses submitted through Curricunet. She mentioned that she shared this revised process with the people from Curricunet and they thought it was a great idea. The proposed implementation of this revised approval process is set to start in the fall 2010 semester. Curricunet will need to be shut down for about 2 days in April or May in order to update the revised process in Curricunet.

D. VC Non-transferable Courses Needing Review – Information/Action – P. Johnson

Paulette said that the priority list never included non-transferable courses. She presented a list of non-transferable courses that need to be reviewed. Some of these courses have not been reviewed in over 10 years. The reason non-transferable courses need to be reviewed is for accreditation purposes. Paulette made a motion which was seconded by Mayo de la Rocha and approved by the Curriculum Committee for courses listed on the list provided by Paulette to be revised/updated and submitted into Curricunet by April 16, however, changes/updates made by this date will not be reflected until the 2011-2012 catalog. If these courses are not submitted to Curricunet by April 16, these courses will not be offered in the fall 2011 semester.

E. Subcommittee Recommendations on Degrees – Action – P. Johnson

A motion was made by Mayo de la Rocha which was seconded by Ann Bittl and approved by the Curriculum Committee with one exception to approve the recommendations by the subcommittee on degrees.

RECOMMENDATIONS FOR VENTURA COLLEGE AA/AS DEGREES

- 1) Degrees should be 60 units*.
- 2) Majors
 - a) Units in majors should be 18-27 units maximum (since GE ranges from 33-44 units)
 - b) Vocational majors should be current (meeting industry standard)
 - c) Majors that are typically transfer should be aligned with transfer major prep at the top five universities where our students transfer.
 - d) It is acceptable to have two options for majors that typically transfer: transfer major prep option, and non-transfer option.
 - e) All courses required in a major should be offered within a two-year time frame.
 - f) If a major or specific courses in a major are not offered or have consistently low enrollment, they should be reevaluated as necessary for the degree.
- 3) General Education

We recommend that we retain our current GE plans. However, this will only be possible if we limit the number of units in majors. The committee will need to determine whether to restrict GE units or Major units.

- 4) Proliferation of Units
 - a) Increasing units on any courses has a ripple effect on total units for graduation.
 - b) Course unit value should be consistent with similar courses in the District, at regional Community Colleges, and at our top five CSU's.
 - c) Basic skills and prerequisite courses should also have unit values consistent with similar courses in the District, at regional Community Colleges, and at our top five CSU's.

- 5) Technology Degrees

It was suggested that we consider an alternative degree format for students in vocational/technological majors.

- 6) High-Unit Degrees

It was suggested that we consider an alternative degree format for students in transfer majors with high unit degree requirements, such as Engineering.

*Some degrees, such as nursing, may have state requirements that necessitate more than 60 units.

F. Reading Competency – Action – J. Garcia

Jenna addressed some of the questions brought up by a couple of the members at the last meeting regarding reading competency. She provided some data in support of reevaluating the current reading competency. The English Department wants to approval from the Committee to form a group with the other two campuses to reevaluate this process. They would like to follow the same process followed when the English and math competencies were revised. There was some opposition by some members and other faculty attending the meeting. At the end, Mayo de la Rocha made a motion which was second by Jenna Garcia and approved by the Curriculum Committee with two exceptions to support the idea of a district committee to discuss reading skills with the understanding that the Curriculum Committee does not sanction any particular outcome. A proposal will need to be submitted to the Curriculum Committee by May 4, 2010.

NEXT MEETING

March 2, 2010

3:00 p.m.

Campus Center Conference Room