Curriculum Technical Review Meeting

AGENDA – 08/10/2021

3:30 p.m. via Zoom/LRC 125:

Join from PC, Mac, Linux, iOS or Android: https://cccconfer.zoom.us/j/2390480463

Items	Discussion/Action
1. **Review/Revise Curriculum Committee Agenda – 8/17/21** **Courses:** SPAN V01 **Programs:** None **Administrative Corrections:** • (due to late C-ID approvals): *I know the timing is not good, but we just received* | C-ID Designation	VC Course
AG-EH 108L	AG V42
AG-EH 112L	AG V43
AG-EH 116L	AG V30
AG-PS 128L	AG V04 | ARTH 145 ART V09A COMP 142 CS V19 • TOP Code for SJS Ethnic Studies ADT	
2. **Additional items for Curriculum Committee Meeting Agenda** A. Training to be held at the first Curriculum Committee meeting/ Pop Quiz? B. Announcement/Training: Requirement for Faculty to attend Tech Review meetings when they revise create programs C. Announcement/Training: All courses and programs to have simultaneous first and second reading unless further discussion is required. D. Reminder that updating a course in any way in CIM erases approval dates and the start term	
3. **Extended Tech Review Process – How to start up again?**	*Extended Tech Review was created at the request of Kim Hoffmans for <u>new programs</u>. Attendees included ADS/TDS, Tech Review group, VPs, Registrars, IT, Financial Aid, College Fiscal, Counseling, and ASP. (Finance/Budget, A&R, Financial Aid, M&O, IT, Counseling)* *Last meeting was Dec 2019 and was derailed by the pandemic. CP-3 and CP-4 forms to be completed before meeting is scheduled.*

Items	Discussion/Action
	Extended Technical Review (ETR) GOAL: The goal is to ensure that our support services across the campus have had a chance to weigh in on matters that are relevant to offering new programs on campus. I am sure each of you at some point has been told "we have to do X now because we have a new program that was approved." And when that happened, you probably wondered why no one told you or asked you what it would take from your area to make it happen. This new process has been created to prevent that from happening in the future.
4. **Credit for Prior Learning (see attachment) – M. Callahan**	
5. **AA-T Studio Arts** (approved at CC on 11/6/18, State needs updated articulation information to process)	*This program was submitted to the state in 2019, but was stalled due to requested corrections and delay from the AO. Michael B. and Michael C to look at it now to get it submitted. Should this go back to CC, or be submitted without going back for additional approval? AO recommends re-starting the process due to multiple course changes that have occurred since the last CC approval.*
6. **CIM fix for CAT implementation progress– S. Ayala**	*Courses need to be updated prior to migration to CAT. Spreadsheet to be added to share drive before meeting*
7. **Topics for CC discussion from Curriculum Institute (see attachment) – S. Ayala**	
OLD BUSINESS	
8. **None**	
STANDING ITEMS/FUTURE AGENDAS	
9. **Anti-racism and curriculum – J. Kalfsbeek-Goetz** **https://www.glendale.edu/about-gcc/faculty-and-staff/c-i-curriculum-and-instruction/creating-equitable-curriculum-guide** • **C-ID Update/AO Report – M. Bowen** • **CAT update – S. Ayala** • **Course/Program approvals Update – S. Ayala** • **Noncredit discussion regarding ACT N102 and ICAN-JOB Program – M. Bowen, O. Long** • **Conditional C-ID course fixes and others with time sensitive issues. To be first in CourseLeaf (all sent emails)** **Future Agenda Items:** • **DM V10, DM V40L** • **Theatre Arts: Technical Theatre COA (New)** Initial Review Needs Regional Consortia minutes Needs CTE Advisory Council Approval Meeting Minutes	• *MATH V05: Conditionally approved for CID MATH 851* • *CT V70: pending articulation agreement with SDSU and CSU Chico* • *ENGR V16: conditionally approved for CID ENGR 260* • *These courses he courses are inactivations which need to be coordinated with a new course (DM V11, not yet submitted to workflow) and revisions to three programs*

CONSENT AGENDA: COURSES — NONSUBSTANTIAL CHANGES TO CATALOG — ARTIC CHANGES

APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	PROPOSAL TYPE	ID=Course ID, T=Title, U=Units, H=Hours, D=Description, X=Transfer, F=Fees, FT=Field Trips, R=Repeat, Was=Formerly, RS=Record Symbol, EL=Enrollment Limitation[1], P=Prereq[1], C=Coreq[1], RP=Recom. Prep.[1] ([1]see "Requisite Approvals" for specific changes)	OBJ=Course objectives CC=Course content LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BOT
		None										

SECOND READING: COURSES — SUBSTANTIAL CHANGES TO CATALOG — ARTIC CHANGES

APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	PROPOSAL TYPE	ID=Course ID, T=Title, U=Units, H=Hours, D=Description, X=Transfer, F=Fees, FT=Field Trips, R=Repeat, Was=Formerly, RS=Record Symbol, EL=Enrollment Limitation[1], P=Prereq[1], C=Coreq[1], RP=Recom. Prep.[1] ([1]see "Requisite Approvals" for specific changes)	OBJ=Course objectives CC=Course content LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BOT
		None										

SECOND READING: PROGRAMS — SUBSTANTIAL CHANGES TO CATALOG — ARTIC CHANGES

APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	PROPOSAL TYPE	ID=Course ID, T=Title, U=Units, H=Hours, D=Description, X=Transfer, F=Fees, FT=Field Trips, R=Repeat, Was=Formerly, RS=Record Symbol, EL=Enrollment Limitation[1], P=Prereq[1], C=Coreq[1], RP=Recom. Prep.[1] ([1]see "Requisite Approvals" for specific changes)	OBJ=Course objectives CC=Course content LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BoT
		None										

FIRST READING: COURSES REQUIRING SECOND READING — SUBSTANTIAL CHANGES TO CATALOG — ARTIC CHANGES

APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	PROPOSAL TYPE	ID=Course ID, T=Title, U=Units, H=Hours, D=Description, X=Transfer, F=Fees, FT=Field Trips, R=Repeat, Was=Formerly, RS=Record Symbol, EL=Enrollment Limitation[1], P=Prereq[1], C=Coreq[1], RP=Recom. Prep.[1] ([1]see "Requisite Approvals" for specific changes)	OBJ=Course objectives CC=Course content LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BoT
		None										

FIRST READING: COURSES NOT REQUIRING SECOND READING — SUBSTANTIAL CHANGES TO CATALOG — ARTIC CHANGES

APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	PROPOSAL TYPE	ID=Course ID, T=Title, U=Units, H=Hours, D=Description, X=Transfer, F=Fees, FT=Field Trips, R=Repeat, Was=Formerly, RS=Record Symbol, EL=Enrollment Limitation[1], P=Prereq[1], C=Coreq[1], RP=Recom. Prep.[1] ([1]see "Requisite Approvals" for specific changes)	OBJ=Course objectives CC=Course content LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BoT
	SPAN V01	Elementary Spanish	CR	5	Revision	General 5 year update	CC	Foreign Languages	Fall 2022		X	No

FIRST READING: PROGRAMS — CHANGES TO CATALOG — ARTIC CHANGES

APPROVED	AWARD TYPE	DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS			EFFECTIVE			BOT

ADMINISTRATIVE CHANGES

APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	CHANGE	EFFECTIVE
	AG V04	Introduction to Soil Science			Approved for C-ID: AG-PS 128L	Fall 2021
	AG V30	Plant Propogation and Production			Approved for C-ID: AG-EH 116L	Fall 2021
	AG V42	Plant Identification and Culture: Spring Specimens			Approved for C-ID: AG-EH 108L	Fall 2021
	AG V43	Plant Identification and Culture: Fall Specimens			Approved for C-ID: AG-EH 112L	Fall 2021
	ART V09A	Art of the Ancient Americas			Approved for C-ID: ARTH 145	Fall 2021
	CS V19	Computer Architecture and Organization			Approved for C-ID: COMP 142	Fall 2021

			CR NC	UNITS	REQUISITE TYPE	REQUISITE TEXT	SOURCE		EFFECTIVE			
REQUISITE APPROVALS												
APPROVED	COURSE ID	COURSE TITLE										

			CR NC	NEW/REV	DE TYPE		SOURCE		EFFECTIVE			
DISTANCE EDUCATION APPROVALS												
APPROVED	COURSE ID	COURSE TITLE										
	SPAN V01	Elementary Spanish	CR	Review	Hybrid (1-50% online) Hybrid (51-99% online) Fully online (100% online)		First Reading: Courses		Fall 2022			

		COURSE TITLE	CR NC	NEW/REV	"P" - Primary MQ, "A"= additional MQ, "C" - required certifications	SOURCE		EFFECTIVE			
MINIMUM QUALIFICATIONS											
APPROVED	COURSE ID										
		None									
	** END OF LIST **										

Courses Excluded from Credit *for Prior Learning*
20*20–21*

ACT – all
AES – V10, ~~V30, V31~~, V65, V66, ~~V67~~
ANPH – V01
ANTH – V01L, V35, V35L
ARCH – all
ART – all
AST – V01L
AUTO – ~~V14, V14LA, V14LB, V15, V15LA, V15LB, V16, V16LA, V16LB, V17, V17LA, V17LB, V18, V18L, V20, V20LA, V20LB, V22, V22LA, V22LB~~, V26, *V26L*, ~~V26LA, V26LB~~, V28, *V28L*, ~~V28LA, V28LB, V32, V45~~
BIOL – V01, V01L, V03, V04, V14, V23, V29L, ~~V31, V32~~
~~BIOT – V31, V32~~
BUS – V01A, V01B, V02, V03, V08, V17, V21, V25, V26, V28A, V29, V30, V31, V32, V33, V38, V40, V43, V45, V46, V47, V49, V50, V53, V88, V90, V94, V95, V96, V97
CHEM – V01AL, V01BL, V12AL, V12BL, V20L, V21L, V30L
CD – all
COMM – V01, V10
CT – V12, V20, V58, V59, V60, V64, V67, V75
COUN – V01, V03, V04, V10A, V10B, 10C
CJ –V35, V35L, ~~V40, V41, V42, V45, V46, V70~~, V85, V86
DANC – all
DRFT – all
EAC – all
~~EMT – V10~~
ENGR – V01, V02, V12, V16, V16L, V18, V18L
ENGL – all
ESL – all

ENGM – all
FILM – V12
FREN – all
GEOG – V01L
GEOL – V02L
GERM – all
HED – V70, *V71*, V73, V76, ~~V91, V92, V84~~
HS – V10
ICA – all
ITAL – all
JAPN – all
KIN – all
LS – all
MT – V04
MATH – V38
MICR – V01
MUS – V10, V11, V12, V13, V14A, V14B, V14C, V15, ~~V16~~, V17, ~~V18, V19~~, V21A, V21B, V21C, V22A, V22B, V22C, ~~V27, V30~~, V31A, V31B, V31C, V31D, V31E, V31F, V31G, V31H, V34, ~~V35~~, V36, V37, V39, ~~V42, V43, V44~~, V45, V46, V47
NS – V40, V41
PHOT – V70A, V70B, V73A
PHSC – V01
PHYS – V01, V02AL, V02BL, V03AL, V03BL, V04L, V05L, V06L
PHSO – V01
POSC – V01, V01A, N101, N101A
PSY – V03, V04, V05, V07, V15
SPAN – all
SS – V01, ~~V02~~, V03, ~~V04~~
THA – all
WEL – V02, V27

Re: Courses Excluded from Credit for Prior Learning

Michael Bowen <MBowen@vcccd.edu>

Thu 8/5/2021 3:58 PM

To: Sarah Mossembekker <smossembekker@vcccd.edu>; Maline Werness-Rude <mwernessrude@vcccd.edu>; Peter Sezzi <PSezzi@vcccd.edu>; Sarah Ayala <sayala@vcccd.edu>
Cc: Gaby Asamsama-Acuna <gasamsamaacuna@vcccd.edu>; Michael Callahan <MCallahan@vcccd.edu>; Daniel Clark <dclark@vcccd.edu>; Gema Espinoza Sanchez <gemasanchez@vcccd.edu>; Jennifer Kalfsbeek-Goetz <jkgoetz@vcccd.edu>

📎 1 attachments (27 KB)

Courses - Unavailable for Credit by Exam from DAA.docx;

Hi Sarah Mossembekker,

I'm sorry to hear you'll be leaving us. Thank you for helping us keep on top of things and for being a strong advocate on behalf of students and A&R at curriculum committee!

The curriculum co-chairs (now Peter and Maline) should perform an annual review of new courses for their CPL status. This is about to become much more complicated than it was in the past due to the recent expansion of the credit-by-exam concept to encompass multiple forms of CPL. A one-size-fits-all list for CPL such as the one you attached will likely not be sufficient going forward.

An example of why this is true is illustrated by the foreign language courses; although the attached list shows they are NOT eligible for CPL (which in the past essentially meant credit by departmental examination), some of these courses ARE effectively eligible for CPL via Advanced Placement (AP) exams (and actually have been eligible for AP for many years, per the AP/IB/CLEP lists published in the catalog). The curriculum committee, academic senate, counseling department, and/or academic departments will need to work together to create a more nuanced list or other reference mechanism so students may be correctly informed of the options they have for CPL for each of VC's courses, and so A&R may transcribe CPL onto student records in a consistent and equitable manner.

It is possible that our curriculum tracking database could be adapted to track and report CPL data. In principle, CourseLeaf CIM could also be used for this purpose, although it has very inferior reporting capabilities, and the adjustments required to expand CIM's tracking capabilities to the new CPL categories would entail submitting a change request to the CIM vendor and would also likely require programming tweaks to Banner.

I recommend that this be added as a topic for the first curriculum technical review meeting of the academic year, which is scheduled for this coming Tuesday (8/10). Sarah Ayala should be sending out the meeting invitation on Friday with the applicable Zoom details.

Michael Callahan, could you please coordinate with Sarah Ayala to determine placement of this item on the TR agenda?

Gaby, if you plan to attend the tech review meeting, please advise Sarah Ayala if you require a time-certain for this topic to accommodate your schedule. I believe the meeting will run from 3:30

to 5:00 on Tuesday 8/10.

Kind regards, --Michael

Michael S. Bowen | *Professor of Physics and Mathematics*
Immediate Past Curriculum Committee Co-chair/Interim Articulation Officer
Ventura College | *4667 Telegraph Road, SCI-358, Ventura, California 93003*
www.venturacollege.edu | *Direct: 805.289.6256* | *mbowen@vcccd.edu*

On 8/5/2021 14:55, Sarah Mossembekker wrote:

> Hi All,
>
> I'm following up on this, as tomorrow is my last day at VC. Moving forward, Gaby will be your point
> of contact. If you could please look at the courses unavailable for credit by exam, A&R would
> appreciate it. We need an accurate list for processing requests that students submit. I'd also like to
> see if ACE courses are available for credit by exam?
>
> Thanks in advance for your help.
>
> Thank you,
> *Sarah*
>
> **Sarah Mossembekker**
> Assistant Registrar
> smossembekker@vcccd.edu
> (805) 289-6041
> Office: SSC | Admissions & Records
>
> ---
>
> **From:** Sarah Mossembekker
> **Sent:** Tuesday, June 1, 2021 2:10 PM
> **To:** Michael Bowen <MBowen@vcccd.edu>; Maline Werness-Rude <mwernessrude@vcccd.edu>; Peter
> Sezzi <PSezzi@vcccd.edu>; Sarah Ayala <sayala@vcccd.edu>
> **Cc:** 'Gaby Asamsama-Acuna' <gasamsamaacuna@vcccd.edu>
> **Subject:** Courses Excluded from Credit for Prior Learning
>
> Hi,
>
> I'm not sure when the curriculum committee chair duties transfer over for the new year, so I've add you all
> just in case. 😊
>
> I'm emailing about credit for prior learning. Michael shared this list with me of the courses excluded from
> credit for prior learning.
>

A&R posts the credit to the students transcript when they complete a credit by examination, so the list of excluded courses is very useful so we only post the credit that should be allowed to be petitioned for credit by examination.

However, I was reviewing the new list and I noticed that some of the Automotive courses are excluded. I know there will be some new Automotive Career Education courses, so I wanted to double check first to see if any of those ACE courses are excluded from credit for prior learning.

Would you please let me know if ACE courses are available for credit for prior learning, and also let me know if there are any other changes that should be made to this list?

Thank you for you help! 😊

Thank you,
Sarah

Sarah Mossembekker

Assistant Registrar
Admissions & Records
(805) 289 - 6041 | she, her, hers

Thoughts from Curriculum Committee session at Curriculum Institute

- Can a voting member on CC who is also on the Guided Pathways committee be the GP Rep for CC?
- How are voting members determined at VC? For example, can we add the Registrar to be voting member? Can we add others to the mix? We could use more to guarantee quorum, be involved, etc. I think there are some people out there at VC who'd really get into Curriculum - we just have to find them and encourage them to be there.
- Is it a possibility to include adjunct faculty that wants to participate? This could help with quorum issues and maybe this person would be active, willing, and able to get involved?
- Student Reps: Many reported that when a new student rep joins the committee, the Co-Chair meets with them to explain what they are doing there in the first place, what the committee is all about, what it entails for them, etc. Students are asked specific questions at meetings, and some are even given access to look at the course and program management system. Alternatively, if the student doesn't want to continue coming (since no compensation for their time is given), the faculty co-chair then attends the monthly student senate meeting to give a report on the Curriculum Committee.
- One campus reported they were considering developing a course - similar to a leadership course - for students who participate in governance or do other work on campus and attending CC is built into that. I found that to be a pretty cool idea. It could also afford the student possibilities for letters of recommendation, other student involvement, etc.
- Some colleges require faculty present their new course/program form (like our CP3/4) to the CC committee as a whole BEFORE development has started. Gives the committee an opportunity to ask questions, see what's coming, and then the faculty can go back to development. Short 10-minute conversation. I really think this could be helpful for us. I think it's similar to the "extended tech review" process we started, but for the entire committee to see.
- Some colleges reported that they do not have a Tech Review committee. All committee members participate electronically in technical review prior to being put on the full agenda.