



CURRICULUM COMMITTEE

MINUTES

October 16, 2018
 Meeting Room: 504,
 1:30 pm – 3: 30 pm

1. Call to order	1:33 pm
2. Roll Call	<p>Jim DeKloe (Chairperson), Lisa Abbott (Curriculum Analyst), Curtiss Brown (Articulation Officer), David Williams (VP of Academic Affairs), Erin Duane (Librarian), Dean Joseph Ryan, Dean Sandy Lamba, Mary Valch, Kevin Anderson, Deb Berrett, Ginger Cain, Amy Dauffenbach, Marivic Macalino, Teri Yumae, Michelle Arce</p> <p>Guests: Eric Fin (student), Zachary Wild (student), Andrea ? (student)</p>
3. Agenda Approval	<p><i>All matters listed under the Consent Items are considered routine and will be enacted by the approval of the agenda unless removed from the Consent Items by a Committee member.</i></p>
4. Approval of Minutes	<p>September 11, 2018 Amy Dauffenbach, Kevin Anderson, Debra Berrett abstains, Approved September 25, 2018 Amy Dauffenbach, Kevin Anderson, Approved</p>
5. Comments from the Public	<p>Three minutes are allotted per person</p>
6. Consent Items	<p><u>6a. (CP18F-26) COUN 005 – Career-Life Planning: Course Description – Remove Fee language</u></p> <p><u>6b. (18F-27) MT 162 – Robotic Manufacturing Systems: SLO, Division Planning, Methods of Evaluation, Textbooks, Resources</u></p> <p>6a. and 6b. Approved Unanimously</p>
7. Action Items	<p>7a. <u>Embry Riddle articulation MOU</u></p> <p><u>Aeronautics classes to get MOU for our classes to be accepted at Embry Riddle</u></p> <p>1. Action on the agreement: Deb Berrett motioned to approve, Amy Dauffenbach seconded, Approved Unanimously</p> <p>7b. <u>Removal of, Option A, GE requirements “2. After Meeting the minimum units required for each area, a student may select remaining units from all courses listed under the above areas or from Area B2 or D3. If two courses are selected from the same GE area, they must have a different course prefix for both to be used in satisfying GE requirements. Exceptions: English and Mathematics.” and “3. Courses with the same prefix as the</u></p>

student's major may not be used to fulfill general education requirements. Exceptions: ENGL 001 (Area D1) and Mathematics (Area D2)."

1. Action on the agreement: Amy Dauffenbach motioned to approve, Sandy Lamba seconded, Approved Unanimously

8. New Course

There are no items in this section

9. Course Modification

9a. (CP18F-28) ATHL 003A – Off-Season Intercollegiate Softball Conditioning: Description, Hours,

1. Action on the Course: Ginger Cain motioned to approve, Debra Berrett seconded, Approved Unanimously

9b. (CP18F-29) ATHL 015A – Off-Season Intercollegiate Baseball Conditioning: Number, Description, Hours, SLOs

1. Action on the Course: Ginger Cain motioned to approve, Debra Berrett seconded, Approved Unanimously

9c. (CP18F-30) ATHL 022A – Off-Season Intercollegiate Tennis Conditioning: Hours

1. Action on the Course: Ginger Cain motioned to approve, Debra Berrett seconded, Approved Unanimously

9d. (CP18F-32) KINE 020A – Introduction to Kinesiology: Computer title, Division Planning, Class Size, SLOs, Methods of Evaluation, Assignments, Textbooks

1. Action on the Course: Ginger Cain motioned to approve, Debra Berrett seconded, Approved Unanimously. Class size reduction referred to the workload committee.

10. Course Inactivation

There are no items on this section

11. Curriculum Review

11a. (CP18F-33) MATH 020 – Analytic Geometry and Calculus I: Other Catalog Information, Division Planning, Textbooks, Resources, Content Review

1. Action on the Course: Amy Dauffenbach motioned to approve, Ginger Cain seconded, Approved Unanimously

11b. (CP18F-34) MATH 021 – Analytic Geometry and Calculus II: Other Catalog Information, Division Planning, Textbooks, Content Review

1. Action on the Course: Amy Dauffenbach motioned to approve, Ginger Cain seconded, Approved Unanimously

11c. (CP18F-35) MATH 022 – Analytic Geometry and Calculus III: Division Planning, Content Review, Textbooks

1. Action on the Course: Amy Dauffenbach motioned to approve, Ginger Cain seconded, Approved Unanimously

11d. (CP18F-36) MATH 023 – Differential Equations: Division Planning, Content Review, Methods of Evaluation, Textbooks

1. Action on the Course: Amy Dauffenbach motioned to approve, Ginger Cain seconded, Approved Unanimously

11e. (CP18F-37) MATH 040 – Introduction to Linear Algebra: Division Planning, Requisite Revalidation, Textbooks

There was a question about the 15 class max, Mary Valch said, “it is capped at this amount because of the proofs and amount of work by the instructor.” Dean Ryan motions, “the max goes to the Workload Committee to review.” Student and member of the public, Eric Fin, said, “As a student if a course was on waitlist he would move on to another course and not try to get in”. Student and member of the public, Zachary Wild, said, “the students have to stay longer if they don’t get in”. Mary Valch said, “we never turn away students, they know who the students are that will register and they usually end with 15 students”. Curtiss Brown said, “class max was not modified by faculty and should not be discussed”. Dean Ryan said, “if a course is brought forward the entire thing is open and class max is not the purview of faculty as is curriculum”. VP Williams is looking into the process for an administrative initiation of class cap review.

1. Action on the Course: Curtiss motioned to approve as written, Kevin Anderson seconds, Erin Duane, Kevin Anderson, Mary Valch, Ginger Cain, Teri Yumae, Curtiss Brown, Michelle Arce, Deb Berrett voted Yes. Sandy Lamba, Joe Ryan, Amy Dauffenbach, Marivic Macalino voted No. Course Approved

12. New Program

12a. Digital Media and Web Development Job Direct

1. Action on the Program: Kevin Anderson motioned to approve, Debra Berrett seconded, Approved Unanimously

12b. Dance AA:

Program was conditionally approved by Technical Review pending articulation

Ginger Cain said that, “last spring the course started and we are working on articulation with UC Riverside, the courses conform to the 51% rule.” Curtiss Brown said that, “We are waiting on approval with UC and once they are we will submit for articulation with UC Riverside.”

1. Action on the Program: Teri Yumae motioned to approve, Mary Valch seconded, Approved Unanimously

13. Program Modification

13a. (CP18F-9) Computer Applications Specialist Job Direct – BUS 100 to 097

1. Action on the Program: Kevin Anderson motioned to approve pending CSU approval of course change, Debra Berrett seconded, Approved Unanimously

13b. (18F-39) Medical Front Office Clerk Certificate of Achievement - BUS 100 to 097

1. Action on the Program: Kevin Anderson motioned to approve pending CSU approval of course change, Debra Berrett seconded, Approved Unanimously

13c. (18F-40) Welding Technician AS

Program was conditionally approved by Technical Review pending PLO mapping

1. Action on the Program: Deb Berrett motioned to approve, Amy Dauffenbach seconded, Approved Unanimously

13d. (18F-41) Welding Technician Certificate of Achievement

Program was conditionally approved by Technical Review pending PLO mapping

1. Action on the Program: Deb Berrett motioned to approve, Amy Dauffenbach seconded, Approved Unanimously

14. Program Inactivation

14a. (18F-42) Ethnic Studies Certificate of Achievement

1. Action on the Program: Kevin Anderson motioned to approve, Sandy Lamba seconded, Approved Unanimously

15. High School Articulation

There are no items on this section

16. Report from Assessment Coordinator

Amy Obegi, Assessment Committee Coordinator

17. Report from the Chair

James DeKloe, Curriculum Committee Coordinator

18. Report from VP of Academic Affairs

David Williams, VP of Academic Affairs

19. Report from the Articulation Officer

Curtiss Brown, Articulation Officer

20. Other

21. Open Discussion

22. Adjournment

ALL MEETINGS WILL BE HELD STARTING AT 1:30 PM IN ROOM 504 UNLESS OTHERWISE NOTED:

<u>Fall</u> October 16, 2018 October 30, 2018 November 13, 2018 November 27, 2018 December 11, 2018	<u>Spring</u> January 29, 2019 February 12, 2019 February 26, 2019 March 19, 2018 April 2, 2019 April 23, 2019 May 14, 2019
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