

Curriculum Committee Minutes
Monday, March 26, 2018
3:00-4:30 p.m., BU 119

ATTENDANCE

D. Achterman, N. Cisneros, B. Donovan, M. Gomez, M. Gutierrez, P. Henrickson, F. Lozano, J. Maringer, C. Oler, J. Olivas, S. Sandler, L. Scott (minutes recorder), J. Stewart, L. Stubblefield, L. Tenney (Chair), K. Wagman, P. Williams

NOT PRESENT

S. Carr, N. Dequin, A. Rosette, C. Whitney

GUESTS

K. Rose

- I. Call to Order: Welcome at 3:06 pm by Leslie Tenney
- II. Agenda adjustments and approval
MSC (Doug Achterman/Johanna Stewart). All in favor. Motion passed.
- III. Approval of Minutes: February 26, 2018
MSC (Ken Wagman/Scott Sandler). All in favor. Minutes were approved as corrected.

IV. Information/Discussion

- 1. Articulation changes – Jesus Olivas

Jesus Olivas reported on the process of articulation and timelines. The process for the articulation officer begins at the start of fall semester. The process continues through the fall semester (ex. fall '17) until the end of spring (ex. spring '18). During this time, all new courses and rejected courses have to be submitted for approval through IGETC, CSU breath and UC/CSU transferability. The articulation officer will submit everything in August (ex. August '18) and wait for an approval by spring of next year (ex. between Feb-April '19). By this point in time, we will know what we can print or offer in our catalog.

If course is approved in spring '19 then we can offer it in the fall '19. If a course is denied, it is sent back through for approval in the fall of the following year. Modifications need to be substantiated and submitted back to IGETC, CSU breath or UC/CSU transferability programs. Gavilan is no longer allowed to offer a course retroactively.

When writing a course, it is important to make sure a course has three factors in order to get accepted. These factors include: theory, a cultural component and assessment (methods of evaluation). The UC TCA provides this information on their website. CSUGE and IGETC are unit patterns a student can use to fulfill lower division GE requirements at a community college. However, a course that is not approved for

IGETC can still be UC/CSU transferrable. A course is most likely accepted if there is a similar course at the university.

Courses sent to a CSU will likely be approved if they are given a transferrable number based on our own criteria. C-ID courses do not have to meet the same criteria as above courses because these are mostly done based on our own programs. C-ID is like a subset group of courses and if these courses are submitted late or denied then the community college has to wait a whole year. However, faculty can write courses exclusively to be GE transferrable but it is not recommended or encouraged going forward. They do not have to match C-ID descriptors. C-ID descriptors are used for courses that are in the Associates Degree for Transfer. The ASSIST site provides transfer information for the state of California. CSU and UC campuses require students to complete 60 transferrable units in order to be eligible for upper division transfer.

2. Guided Pathways

Leslie Tenney passed out a flier from the California Community Colleges Chancellor's Office on the principles of guided pathways. A discussion took place regarding the Curriculum Committee's role in helping implement these principles with regards to course offerings. The Curriculum Committee needs to determine where courses sit in Gavilan's GE patterns so students can avoid taking classes that are not included in a pathway. The University of California admissions sheet covering General education and IGETC was discussed. This information can be found at <http://admission.universityofcalifornia.edu/counselors/transfer/index.html>.

General consensus was that the current GE courses need to be cleaned up. Gavilan will no longer be able to fund the courses that do not fit into a pathway. The "dead weight" needs to be purged. The committee has a responsibility and needs to play an advocacy role with Academic Senate. The committee should be reviewing lists of certifications, degrees and GE courses and making recommendations to the Senate based on those findings. Please review your programs and look at impact reports which can be reviewed on CurricUNET. The courses that need to be eliminated have to be formally removed from inventory so they will not be included in catalog.

It was recommended that the Curriculum Committee connect with program review more frequently on these topics and present feedback to Senate. The Curriculum Committee needs to shift focus from the individual course level to the macro level of where the college wants to go to as a whole.

A discussion took place regarding how to deal with the impact of AB705 and still serve all of our student's needs. Changes for guided pathways have to be in place by fall 2019 and it can impact our funding. Timing is an issue and it was recommended that Gavilan look at other schools co-requisites and adopt the best ones.

Leslie Tenney will distribute GE pattern in all committee members' mailboxes. Department chairs-please distribute to your department and review GE courses to determine if they serve our purpose. Should anything be combined or deactivated? Bring feedback to April 23 Curriculum Committee meeting. She will invite Erin Crook to come on April 9 for discussion and collaboration. Committee will recommend to senate that they work closely with IEC as needed.

3. Curriculum Training Dates

Curriculum training will cover how to map your student learning outcomes in your course to your program. Mapping is done on the program site. Reporting is not currently available in CurricUNET. However, screen shots can be taken. Training will take place on April 12 from 10a.m.-12p.m. or April 17 from 3p.m.-5p.m. in the MIS conference room.

Motion to approve consent agenda.

MSC (Ken Wagman/Phil Williams).

V. Consent Agenda

1. Deactivate Courses

- a. MATH 205 Elementary Algebra
- b. MATH 205A First Half of Elementary Algebra
- c. MATH 205B Second Half of Elementary Algebra
- d. MATH 233 Intermediate Algebra
- e. MATH 233A First Half of Intermediate Algebra
- f. MATH 233B Second Half of Intermediate Algebra

Motion to approve courses a-f together.

MSC (Ken Wagman). All in favor. Motion passed.

VI. New Business

2. New Course – First Reading

- a. KIN 91B Hip-Hop, Level 2

MSC (Linda Stubblefield/Nicole Cisneros). All in favor. Motion passed with corrections.

Discussion: This course is to be written and set up as a variable unit course.

3. New Course – Second Reading

- a. ART 41 Gallery Assistance

MSC (Jane Maringer/Pat Henrickson). Nays unanimous. Motion denied.

Discussion: This course needs several changes and will be sent back. There is no lecture because it is a lab. It includes out of class assignments, which need to be removed. It needs to be checked as Distance Education but Distance Education information needs to be submitted. Include that course was previously a different number. SLOs have duplicates that need to be cleaned up.

- b. MCTV 43 Digital Video Editing

MSC (Scott Sandler/Jane Maringer).

Motion to move course to the end of agenda.

MSC (Ken Wagman). All in favor. Motion passed

MSC (Ken Wagman remove from the table). Nays unanimous. Motion denied.

Discussion: Many items need to be corrected on this course and it will need to be sent back. 1) In the SLOs, change the word “understand” to “explain” and “have knowledge” to “use.” Also change the words “be able to do” to “employ.” 2) Narrow down course content statement and hours need to be listed. (8 modules but no hours). 3) Methods of instruction state face to face and it should state lecture and small group. 4) It is cross-listed with digital media 113 but it should not be cross-listed at all.

4. Modify Courses

- a. AH 140 Online Health Research

MSC (Scott Sandler/Linda Stubblefield). All in favor. Motion passed.

- b. CSIS 3 Research Skills

MSC (Jane Maringer/Scott Sandler). All in favor. Motion passed.

- c. MATH 402 Pre-Algebra

MSC (Phil Williams/Scott Sandler). All in favor. Motion passed.

Discussion: The impact of AB705 on curriculum was discussed as well as how to appropriately respond to those changes. The question remains, how do we best serve those students who still need the lower level courses that are not required? Math 400 and Math 402 fall under this category. Math 400 has shown up as skills in non-credit. There is a possibility that the class will no longer be offered after fall.

- d. MUS 1A Music History and Literature

- e. MUS 1B Music History and Literature

Motion to take 1A & 1B together. All in favor. Motion passed.

MSC (Phil Williams/Doug Achterman). All in favor. Motion passed.

Discussion: Bonnie wrote a report including everything that has become Distance Ed last semester. She will provide an updated list at the end of this semester. Bonnie Donovan will send Doug Achterman query she used to run report.

- f. MUS 12 Vocal Ensemble

- g. MUS 14 Instrumental Ensemble

Motion to take Music 12 and 14 together.

MSC (Nicole Cisneros/Scott Sandler). All in favor. Motion passed.

Discussion: Textbook was updated.

- h. POLS 3 Introduction to Comparative Politics

- i. POLS 4 Introduction to International Relations

Motion to take 3 and 4 together.

MSC (Scott Sandler/Phil Williams). Nays unanimous. Motion denied.

Discussion: Courses need to be sent back for further correction. There is nothing listed in out of class assignments.

5. Update Existing Program
 - a. Computer Science ADT Degree
MSC (Scott Sandler/Jane Maringer). All in favor. Motion passed.

VI. Adjournment

Motion to adjourn by Ken Wagman at 4:24 p.m. Next meeting: April 9, 2018.