

## Curriculum Committee Notes

May 5, 2011

**Members Present:** Paula Dahl, Mike Daniel, Dawn Dobie, Stephen Eaton, Janet Fulks, Nan Gomez-Heitzeberg, Sue Granger-Dickson, Qiu Jimenez, Jennifer Johnson, Dan O'Connor, Leslie Reiman, Elizabeth Rodacker, Kris Stallworth, Nick Strobel, Bernadette Towns, Sue Vaughn

**Members Absent:** Duane Anderson, Barbara Braid, Maritza Carlisle, John Carpenter, Carl Dean, Janet Duenas-Cliff, Lisa English (SGA), Gay Gardella, John Gerhold, Kathy Hairfield, Becky Head, Denise Mitchell, Billie Jo Rice, Jason Stratton, Ann Wiederrecht

Agenda Item	Discussion	Action
<b>MINUTES</b>	The minutes of March 24 and April 7 were distributed in advance for review.	Dawn Dobie moved, and Qiu Jimenez seconded to approve the minutes of April 7 and March 24.
<b>CONSENT AGENDA</b>	The following courses were deleted: ARCH B31 Architectural Practice (course is being replaced by new course, ARCH B30) ARCH B32, Architectural Computer Graphics (course is being replaced by new course, ARCH B30) CHDV B41L, Supervised Field Experience in Early Childhood Education (the lab portion is being combined into the lecture portion, CHDV B41). PHED B3adw, Adaptive PE, Wheelchair (course no longer taught)	Consent agenda approved.
<b>CURRICUNET UPDATE</b>	In January, a list of high priority items to address and fix was sent to Governet. However, instead of implementing the corrections on the development site, they were inadvertently fixed on the "live" site. The course outline format, which was starting to improve, has now reverted back to an unacceptable format. Twenty-five courses were stuck in the approval queue.	Janet is following up concerns with the District, including developing a comprehensive handbook.
<b>CHANGES IN BC GE AREA D</b>	BC GE Area D requires 3 units in each of its 3 subcategories, D.1, D.2, and D.3. Based on GE review, courses in BC GE Area D.1 have been moved to Area D.2 based on how they fit with SLO's. As a result, there are fewer courses in Area D.1 for students to choose from. The Academic Senate voted to move the D.1 language closer to CSU language, which specifies taking 9 units in the area. Janet suggested that a matrix reflecting where BC courses fit in with CSU courses. Nick Strobel explained that in the past, GE decisions were made depending on who served on the committee; there were no criteria to use when reviewing GE courses. As courses are updated, the committee is re-evaluating courses based on the criteria, and changes are being made. Sue Granger-Dickson said shifting the GE courses every year creates a complex situation for students more complicated. GE should be inclusive, thus streamlining the process for students. With the move toward transfer, it would be beneficial to students if BC courses were aligned with the	Janet will ask Corny Rodriguez if the Senate can conduct a vote by email on this issue.

	CSU's. Nick stated that the old category 9 (Behavioral and Social Science) were collapsed into Area D. He is okay with the idea of collapsing D.1 and D.2 and keeping D.3.	
<b>TRANSFER MODEL CURRICULUM (TMC'S)</b>	<p>BC has submitted application for transfer degrees for Communication Studies, Psychology and Sociology. Janet shared copies of some of the feedback to these proposals from the State Chancellor's Office. All of our degree titles were rejected during the first level of review. She asked the committee to read comments regarding the Communication Studies proposal. The feedback centered on adjusting the total units for the major. The transfer degree units cannot exceed 60. At the last meeting it was suggested that Janet work with the Communication Department to create a back-up plan in the event that adjustments need to be made to the degree proposal during the summer. One of the courses submitted for the degree had not been taught for several years and had not been updated since 1989. Following a series of emails with the department, Janet met with A. Todd Jones, and revisions to the proposal were submitted. Since then, the proposal has been rejected again. Janet is working with the department to make further adjustments so it can be submitted for another review.</p> <p>A discussion ensued about the importance of updating curriculum and how to move forward to improve this process. There was consensus that all curriculum should be up to date. How much curriculum is reasonable was questioned. The idea of starting with the most out-of-date courses was suggested. Janet suggested that a small group get together and have a process in place on opening day.</p>	<p>Paula Dahl said that if curriculum has not been updated within the last six years, the course should not be scheduled. Nick Strobel seconded.</p> <p>The motion was clarified-- the Curriculum Committee is going to create a process which requires all curriculum to be updated within six years or it will be removed from the catalog. The motion was restated: If you do not update your courses within the last six years, courses will be removed from the catalog. Motion passed unanimously.</p> <p>Sue Granger-Dickson volunteered to follow up degree proposal concerns with the Communication Department.</p>
<b>TMC APPROVAL PROCESS</b>	Copies of an approval process for the transfer degrees were distributed. Dawn Dobie suggested adding an acronym glossary.	Janet will send the process to the department chairs and work on adding a glossary.
<b>TMC TEMPLATE FOR MATH</b>	Copies of a proposal for a Math Transfer Degree were distributed. The committee reviewed the narrative requirements. Janet said that our math courses have been updated in CurricUNET and are approved for C-ID numbers. Courses not approved for C-ID have to be audited for transferability. The CSU's have put comments in ASSIST such as "lower division courses meet course content requirements only. No upper division credit will be granted." Janet said that SB1440 will remove those comments, and as soon as those courses are in the degree, they will count towards the major.	Nick Strobel moved, and Sue Granger-Dickson seconded, to send the Math Transfer Degree proposal forward.
<b>PROGRAM UPDATE</b>	The department chairs have been asked to enter their degrees and certificates into CurricUNET as part of the annual program update. The CurricUNET program component includes a program description. Many of our degrees and certificates do not have a descriptive statement in the catalog. A list of programs, degrees and certificates was distributed, and those programs which have been updated through	Janet will send another reminder to chairs to update their programs through CurricUNET.

	CurricUNET have been highlighted. If programs have not been entered by tomorrow, the department should go with their current program as listed in the catalog.	
<b>CURRICULUM CHAIR POSITION</b>	The Academic Senate supported the proposal to have two co-chairs with .200 reassigned time each. They only provide .100 each or one person with .200. So far no one has stepped forward to serve as the Curriculum co-chair for next year. Janet is not planning to continue as chair for next year. She stressed the importance of this role and acknowledged it is a lot of work, but the work needs to be done especially with accreditation coming up.	Janet thanked the committee for all of its work this year.
<b>ADJOURNMENT</b>		Meeting adjourned at 4:10 p.m.

:Janna Oldham