

**Bakersfield College Curriculum Committee Minutes**  
**Collins Conference Center**  
**November 21, 2013**

Present: Billie Jo Rice, John Carpenter, Cari Meyer, Kathy Hairfield, Emily Madigan, Leslie Reiman, Creighton Magers, Mark Staller, Sean Caras, Tim Capehart, Paula Parks, Elizabeth Rodacker, Brenda Nyagwachi, Qiu Jimenez, Dawn Dobie, Arnie Andrasian, Mike Daniel, Mike Harvath, Nick Strobel, Edwin Borbon.

Administrators Present: Liz Rozell.

Absent: Kimberly Van Horne, Lindsay Ono, Brent Damron, Jennifer Johnson, Michael McNellis, Randy Messick, Sue Granger-Dickson, Sue Vaughn, Nan Gomez-Heitzeberg.

I. Called to Order

Billie Jo Rice called the meeting to order at 2:35 pm.

II. Approval of Minutes

m/s minutes from the 10/14/13 meeting are not ready; will be ready at the next meeting.

III. Reports

A. Co-Chair Reports

1. Billie Jo Rice stated there was a curriculum regional meeting in Long Beach and it was discussed that "these are historical times". Everyone is frustrated. If we are not in compliance by the end of the spring, the college loses funding. Five to six years ago, constituents went to their state representatives and complained about the community college and transferable courses. The legislature made laws but the community colleges did not do anything. The legislature has made stronger laws tying ADT's with college funding. There is only one other college that needs 16 ADT's.

2. John Carpenter stated for assessment, the student learning objectives and C-ID objectives were different.

3. Curricunet issues: We are getting ready to transition to META. They are making changes to curricunet and not informing us. If you see something different in c-net, please let us know. It seems like every time we go to do something, something has changed. It is very frustrating. Remember to use Firefox as the internet browser for c-net.

IV. Opportunity To Address The Committee

A. None

## V. Additions To The Agenda

### A. None

## VI. Unfinished Business

### A. On-going training – Curricunet Approval queues

1. When you submit a course in c-net, it goes to the approval queue as “launched”. You are locked out of making changes while the course is in approval queue level 2 – department head and dean. If they request changes, the course moves back to level 1 – originator and changes can be made by the originator only – not the co-contributors. If the course is not in the approval queue call Billie Jo or John to “find” the course. Please save attached files as PDF’s as they upload faster.

### B. High Unit Course Justification

1. Nick Strobel submitted changes to the form. Departments need to be more strategic about course offerings. Some departments are mapping out a two year plan to achieve an ADT. Students will need a plan to follow. There is a student ed plan template in degree works. Nick has made a matrix of courses that satisfied all three gen ed plans: BC, CSU GE, and IGETC. The matrix is out of date and will need to be updated. It is confusing to map out a plan that meets all three GE requirements. Ed plans would allow degree works to see how many students want to take specific courses.

2. It is proposed that all courses over the C-ID minimum will need to complete a high unit course justification sheet for committee review. The curriculum committee will vote. There is a concern that if colleges do not start addressing high unit courses, the state legislature will mandate changes. We have access to data for all 112 community colleges.

3. At BC, the CSU GE is 41 (not 39). Think about the unit counts and go back to your departments and discuss. Please provide feedback from your departments. Courses that have high units are mostly in the “B” areas, and MATH B22 and ENGL B1A. For example, those two courses bring the BC CSU GE pattern to over 39 units.

## VII. New Business

### A. TMC Degrees

John stated that we need 16 ADTs approved by the state by the end of spring.

### B. Programs

There will be printed copies of the programs on the agenda for the committee to review.

### C. Course Reviews

We are hopeful that revisions were made. We were not able to review all the comments to see if they were addressed. If the course was not reviewed, it will be on the agenda for the next meeting.

#### D. Content Review

Kimberley Van Horne stated that if you need to do content review meetings, please come to the meeting with your forms completed, textbooks, syllabus, etc. It makes the process run smoothly.

#### VII. First Agenda

##### A. Review Teams

The new assignment is 2-3 courses per team. Please have courses reviewed by 11/27/13 to give originators time to respond to request for changes.

#### IX. Second Agenda

##### A. Course Revisions

m/s Mike Daniel/Lindsay Ono to approve the following course revisions. Motion passed by a unanimous vote.

ACDV B5-Tutor Training and Practicum Level 1 (R-DE)

ACDV B5A-Tutor Training and Practicum: Level 2(R-DE)

BSAD B1 Financial Accounting (R-DE)

BSAD B2 Managerial Accounting (R-DE)

CHDV B32-Teaching in a Diverse Society (R-DE)

CHDV B36-Developmentally Appropriate Curriculum (R-DE)

CHDV B42-Child, Family and Community (R-DE)

CHDV B52-Care of Infants and Toddlers with Disabilities (R-DE)

COMM B2 Interpersonal Communication (R-GE)

ENGL B30A-Survey of American Literature(R-GE)

ENGL B30B-Survey of American Literature (R-GE)

PSYC B30-Human Sexuality (R-GE)

##### B. New Courses

m/s Kimberley Van Horne/Leslie Reiman to approve the following new courses. Motion passed by a unanimous vote.

COMP B2 Introduction to Computer Information Systems (NC-DE)

COMP B5 Introduction to Microsoft Office (NC-DE)

COMP B32 CompTIA Linux+ (NC)

COMP B33 CompTIA Networking Technologies - Network+ (NC)

COMP B41 Web Design: Design Tools (NC-DE)

COMP B84 COMPTIA A+ (NC)

ENSL B21-Intermediate Pronunciation and Listening (NC)

THEA B16 Stagecraft (NC)

C. m/s Sean Caras/Mike Daniel to approve the course revisions to AUTO B106. Standard grading method was added. Motion passed by a unanimous vote.

D. Program Modifications

Child Development Master Teacher: Infant Toddler Certification – Certificate of Achievement was pulled off the agenda.

m/s Mike Daniel/Tim Capeheart to approve the following program modifications.  
Motion passed by a unanimous vote.

BC Gas Metal Arc/Gas Tungsten Arc Welding/Flux Core Arc Welding – Job Skills  
Certificate

BC Industrial Technology, Welding Option AS

X. Good and Welfare Concerns

None.

X. Adjournment

Billie Jo adjourned the meeting.

Respectfully submitted

Sharon Bush

Academic Services Assistant