

Bakersfield College Curriculum Committee Minutes

Meeting on September 4, 2014

I. **Call to order** by Billie Jo Rice at 2:34 pm.

Chairs in Attendance: Billie Jo Rice, John Carpenter, Nan Gomez-Heitzeberg

Administrators in Attendance: Liz Rozell, Sue Vaughn, and Michelle Pena

Members in Attendance:

Billie Jo Rice, John Carpenter, Cari Meyer, Kimberly Bligh, Lindsay Ono, Kathy Hairfield, Leslie Reiman, Creighton Magers, Mark Staller, Paula Parks, Brenda Nyagwachi, Tim Capehart, Qui Jimenez, Carol Smith, Jennifer Johnson, Mike Harvath, Megan Lonsinger, Victor Diaz, Brent Damron, Nick Strobel .

II. **Review and Approval of the Minutes**

April 10, 2014 minutes m/s Qui Jimenez/Mark Staller to approve the minutes.

Voice vote for approval: Cari Meyer, Kimberly Bligh, Lindsay Ono, Kathy Hairfield, Leslie Reiman, Creighton Magers, Mark Staller, Paula Parks, Brenda Nyagwachi, Tim Capehart, Qui Jimenez, Carol Smith, Jennifer Johnson, Mike Harvath, Megan Lonsinger, Victor Diaz, Brent Damron, Nick Strobel.

Voice vote opposed: None

Abstentions: None

Motion Passed

May 7, 2014 minutes m/s Tim Capehart/Jennifer Johnson to approve the minutes.

Voice vote for approval: Cari Meyer, Kimberly Bligh, Lindsay Ono, Kathy Hairfield, Leslie Reiman, Creighton Magers, Mark Staller, Paula Parks, Brenda Nyagwachi, Tim Capehart, Qui Jimenez, Carol Smith, Jennifer Johnson, Mike Harvath, Megan Lonsinger, Victor Diaz, Brent Damron, Nick Strobel.

Voice vote opposed: None

Abstentions: None

Motion Passed

III. **Reports: Co-Chairs' Report**

1. Billie Jo gave an update on the Baccalaureate Bill. It has passed the House and the Senate with the stipulation that it can't be awarded if it is similar to any CSU or UC degree. The Agriculture and Nursing programs would be killed, but Engineering and Industrial Technology program should be okay.

2. There are three Associate Degrees for Transfer awaiting approval. Computer Science passed the State Chancellor's Office this morning. The three left are Early Childhood Education, Elementary Teacher Education, and Economics.
3. Curriculum Clean-up - There are 260 courses that need to be reviewed by 11/13/2014 to be in compliance.
4. Sue Vaughn asked how the AA/AS degrees will replace the ADTs in the catalog. Nan answered that the catalog has to be honored. If courses have been deleted, the departments will have to find a substitute course. Billie Jo said the target date is September 30th for the spring catalog addendum to be on-line. Nan said the catalog year is Summer, Fall, and Spring. Billie Jo said that ENGL B20A is approved for IGETC 3B and CSU C.2. It was mistakenly left out.
5. Studio Arts ADT is not showing up on the CSU report. When the degree was approved by the curriculum committee, the State did not dictate the top code that should be used. Now, the State will only accept one top code. We have made the change in the Curriculum Inventory but it will be about a month before CSU gets the next report.
6. Nan, Billie Jo, Sharon, and Amber met about the 15-16 catalog. The course and program sections in the catalog are driven by curriculum. Billie Jo asked the committee members to double check their areas in the catalog and report errors to her.
7. Billie Jo said that she has .3 release time to work on curriculum clean up. A temporary employee has been hired to work on the clean up too. They are going through the course outline of records, State Curriculum Inventory, CurricUNET, and Banner to make sure everything matches.
8. Billie Jo is making a list of common language for course revision justifications in CurricUNET. Academic Development wording now says that level 4 is two levels prior to transfer.
9. ACCJC is more focused on the criteria for Distance Education. Our current criterion for Distance Education only meets the minimum requirements. Expect that changes will be coming.
10. John discussed that modifying a SLO only requires local approval if you have course objectives. Because we have student learning outcomes and not course objectives, modifying a SLO requires a full course revision. He is looking at how to add course objectives in CurricUNET in order to make changing a SLO a more expedient process.
11. Mark Staller asked when we were updating to Meta. Billie Jo said that Governet is working on the ASSIST website, so it will probably be awhile.
12. The SLO and Program Review committees have increased in size to help with the workload.

IV. Opportunity to Address the Committee

None

V. Additions to the Agenda

Course Revision - m/s Cari Meyer/Brent Damron to approve course revision by emergency virtual vote (9/9/14) to increase prerequisite to meet C-ID descriptor requirements.

PHSC B12 Physical Science

Voice vote for approval: Cari Meyer, Kimberly Bligh, Lindsay Ono, Kathy Hairfield, Leslie Reiman, Mark Staller, Paula Parks, Tim Capehart, Qui Jimenez, Carol Smith, Mike Harvath, Megan Lonsinger, Victor Diaz, Brent Damron, Marissa Marquez, David Koeth, Beth Rodacker.

Voice vote opposed: None

Abstentions: None

Motion Passed

VI. Unfinished Business

None

VII. New Business

A. 2014-15 Committee Charge and Goals

The charge and goals are part of the agenda packet. It is the same as last year.

m/s Mark Staller/Lindsay Ono to approve the Committee Charge and Goals.

Voice vote for approval: Cari Meyer, Kimberly Bligh, Lindsay Ono, Kathy Hairfield, Leslie Reiman, Creighton Magers, Mark Staller, Paula Parks, Brenda Nyagwachi, Tim Capehart, Qui Jimenez, Carol Smith, Jennifer Johnson, Mike Harvath, Megan Lonsinger, Victor Diaz, Brent Damron, Nick Strobel.

Voice vote opposed: None

Abstentions: None

Motion Passed

B. 2014-15 Curriculum Committee Calendar

Curriculum must be passed by the December 2014 Board of Trustees meeting to be effective Summer 2015. Excel sheets that have a list of courses that are due for revision by department were handed out. There are 260 courses that need to be revised.

C. Curriculum/Assessment Clinics are listed on the last page of the agenda packet. If courses have not been offered in six semesters, ask your departments if the course can be deleted.

D. CurricUNET training was started. Remember to use Firefox as your browser. If you need your password reset, email Billie Jo. The standard language for course revisions is "Six year revision to keep the course content current." Remember to put all changes and a reason for the change under Basic Course Information - Proposal Information.

VIII. First Agenda

- A. Team E: Leslie Reiman and Kathy Hairfield volunteered to review BIOL B32 and B33.
Team K: Qui Jimenez and Nick Strobel volunteered to review COMM B2 and COMM B8.
Team A: Brent Damron and Lindsay Ono volunteered to review CRIM B1 and CRIM B4.

IX. Second Agenda

- A. Course Deletions - m/s Lindsay Ono/Leslie Reiman to approve the course deletions.
AUTO B1A Introduction to Automotive Technology
AUTO B1B Introduction to Automotive Technology
VNRS B31A Basic Pharmacology - Nursing
VNRS B31AB Basic Pharmacology
VNRS B31B Medication Calculations
Voice vote for approval: Cari Meyer, Kimberly Bligh, Lindsay Ono, Kathy Hairfield, Leslie Reiman, Creighton Magers, Mark Staller, Paula Parks, Brenda Nyagwachi, Tim Capehart, Qui Jimenez, Carol Smith, Jennifer Johnson, Mike Harvath, Megan Lonsinger, Victor Diaz, Brent Damron, Nick Strobel.
Voice vote opposed: None
Abstentions: None
Motion Passed

- B. Program Deactivation- m/s Tim Capehart /Brent Damron to approve the Program Deactivations.
BC Environmental Major AS
BC Environmental Tech Certificate
BC Fire Technology Major AS
BC History Major AA
BC Math Major AA
Voice vote for approval: Cari Meyer, Kimberly Bligh, Lindsay Ono, Kathy Hairfield, Leslie Reiman, Creighton Magers, Mark Staller, Paula Parks, Brenda Nyagwachi, Tim Capehart, Qui Jimenez, Carol Smith, Jennifer Johnson, Mike Harvath, Megan Lonsinger, Victor Diaz, Brent Damron, Nick Strobel.
Voice vote opposed: None
Abstentions: None
Motion Passed

X. Good and Welfare Concerns

None

XI. Adjournment

Billie Jo adjourned the meeting at 4:05 pm.

Respectfully submitted,
Sharon Bush
Academic Services Assistant