

Bakersfield College Curriculum Committee Minutes

Meeting on September 3, 2015

I. Call to order by Billie Jo Rice at 2:32 pm

Chairs in Attendance: Liz Rozell, Billie Jo Rice, and John Carpenter

Administrators in Attendance: Sue Vaughn

Members in Attendance:

Cari Meyer, Kimberly Bligh, Kathy Hairfield, David Koeth, John Carpenter, Creighton Magers, Michael Korcok, Paula Parks, Jeanie Parent, Brenda Nyagwachi, Judy Forbes, Mindy Wilmot, Jennifer Johnson, Josh Ottum, Mike Daniel, Michael Harvath, Maddie Herndon, Victor Diaz, Kate Pluta, and Nick Strobel.

II. Review and Approval of the Minutes

m/s Kate Pluta / Kathy Hairfield To approve the April 9, 2015 minutes.

Voice vote for approval: Cari Meyer, Kimberly Bligh, Kathy Hairfield, David Koeth, John Carpenter, Creighton Magers, Michael Korcok, Paula Parks, Jeanie Parent, Brenda Nyagwachi, Judy Forbes, Mindy Wilmot, Jennifer Johnson, Josh Ottum, Mike Daniel, Michael Harvath, Maddie Herndon, Victor Diaz, Kate Pluta, Nick Strobel, and Sue Vaughn.

Voice vote opposed: None

Abstentions: None

Motion Passed

m/s Michael Korcok / Mindy Wilmot To approve the May 6, 2015 minutes.

Voice vote for approval: Cari Meyer, Kimberly Bligh, Kathy Hairfield, David Koeth, John Carpenter, Creighton Magers, Michael Korcok, Paula Parks, Jeanie Parent, Brenda Nyagwachi, Judy Forbes, Mindy Wilmot, Jennifer Johnson, Josh Ottum, Mike Daniel, Michael Harvath, Maddie Herndon, Victor Diaz, Kate Pluta, Nick Strobel, and Sue Vaughn.

Voice vote opposed: None

Abstentions: None

Motion Passed

m/s Kate David Koeth / Mike Daniel To approve the June 8, 2015 minutes.

Voice vote for approval: Cari Meyer, Kimberly Bligh, Kathy Hairfield, David Koeth, John Carpenter, Creighton Magers, Michael Korcok, Paula Parks, Jeanie Parent, Brenda Nyagwachi, Judy Forbes, Mindy Wilmot, Jennifer Johnson, Josh Ottum, Mike Daniel, Michael Harvath, Maddie Herndon, Victor Diaz, Kate Pluta, Nick Strobel, and Sue Vaughn.

Voice vote opposed: None

Abstentions: None

Motion Passed

III. Reports: Co-Chairs' and Articulation Officer Reports

A. Co-Charis – Billie Jo Rice and John Carpenter

1. Curriculum Committee Website – Mindy Wilmot volunteered to be in charge of the Curriculum Committee website on Inside BC. The website is in the process of being updated.

2. CurricUNET - The areas of responsibility for Deans and Department Chairs are hard-wired in CurricUNET and cannot be changed at our level of access. As a result of this, the recent reorganization has made it impossible to provide accurate approval queues for several Deans. It will be necessary for the affected Deans to email Billie Jo or John with approval so the courses can be moved through the queues.

3. Curriculum Inventory – At the May 18, 2015 FCDC meeting, the list of courses were handed out. There are approximately 70 courses that have not been reviewed in over six years and are out of compliance. The chairs sent emails out yesterday. The chairs passed out spreadsheets for the curriculum committee representatives to discuss with their departments. There are about 100 courses to review in the current cycle. There are 7 programs that were approved that have not been submitted to the State Chancellor's Office because the departments have not submitted the required documentation. Program changes and new programs do not take effect until they are approved by the State Chancellor's Office.

4. Curriculum Clinics – The chairs asked for help to run the curriculum clinics. No one volunteered to help.

5. Content Review - The process of completing content review has created an overwhelming workload Kimberly Bligh and the Academic Development Department. It will need to be done differently. Most of the advisory and prerequisites are reading one level prior to transfer. Kimberly Bligh would like to have content review only done during the curriculum clinics. She will have someone from her department there at every clinic. Please do not wait until the deadline to work with the Academic Development on content review.

B. Articulation Officer – Billie Jo Rice

1. C-ID – Basic skills descriptors are being developed. Members were asked to encourage their departments to sign up for the list serves to participate in the decision making process.

2. ADT's – Social Justice and Global Studies are about to conclude the vetting process and will be available for application. As of July 1, 2105 all C-ID courses on an ADT must be approved for C-ID before the degree can be submitted to the State Chancellor's Office. It used to be that the courses just had to be submitted for C-ID to submit an ADT. Biology, Chemistry, Plant Science, and MGAG will need to make sure all of the courses on the ADT have been C-ID approved.

C. Assessment Co-Chair – John Carpenter (reporting for David Neville)

1. Course Objectives – A combination of Accreditation and State requirements now make it necessary to list both Student Learning Outcomes and Course Objectives in the Course Outline of Record. Since there is not a separate category for Course Objective in CurricUNET they will be listed at the end of the Student Learning Outcome under the heading of “Course Objectives”. In other words, Course Objectives will be included as if they were a final Student Learning Outcome.

2. C-ID – Go to the C-ID website to get the course objectives. They can differ, but must be close enough to get C-ID approval.

IV. Opportunities to Address the Committee

None.

V. Additions to the Agenda

None.

VI. Unfinished Business

None.

VII. New Business

A. 2015-2016 Curriculum Committee Calendar - October 29th is the last meeting to have courses and programs approved for the 2016-2017 school year. They must be on two agendas to be approved. Courses and programs must be on the first agenda by the October 15, 2015 meeting, which means they must be in c-net and reached the right approval queues before the agenda is prepared. Please do not wait until the deadline to revise your courses.

B. 2015-2016 Committee Charge & Goals – m/s Creighton Magers/Nick Nick Strobel To approve the committee charge and goals after they are updated to match the Strategic Goals and change the word distant to distance.

Voice vote for approval: Cari Meyer, Kimberly Bligh, Kathy Hairfield, David Koeth, John Carpenter, Creighton Magers, Michael Korcok, Paula Parks, Jeanie Parent, Brenda Nyagwachi, Judy Forbes, Mindy Wilmot, Jennifer Johnson, Josh Ottum, Mike Daniel, Michael Harvath, Maddie Herndon, Victor Diaz, Kate Pluta, Nick Strobel, and Sue Vaughn.

Voice vote opposed: None

Abstentions: None

Motion Passed

C. Curriculum Training - Approval queues in c-net. Approval queues were explained in c-net. When a reviewer at queue levels 2 and 3 requests a change, the course is kicked back to the originator. Some of the courses are having problems with the launch button. Check the approval queues and make sure your courses are not stuck in someone’s approval queue.

D. Academic Senate Resolution - m/s Mike Daniel/Nick Strobel: With the 100's of courses that we approve each year, we request the Academic Senate to request a BC CurricUNET technician in order to enable the curriculum chairs and department chairs to complete the required curriculum tasks and approvals to meet State Chancellor requirements and to meet the Board of Trustees timeline. Voice vote for approval: Cari Meyer, Kimberly Bligh, Kathy Hairfield, David Koeth, John Carpenter, Creighton Magers, Michael Korcok, Paula Parks, Jeanie Parent, Brenda Nyagwachi, Judy Forbes, Mindy Wilmot, Jennifer Johnson, Josh Ottum, Mike Daniel, Michael Harvath, Maddie Herndon, Victor Diaz, Kate Pluta, Nick Strobel, and Sue Vaughn.

Voice vote opposed: None

Abstentions: None

Motion Passed

VIII. First Agenda

A. Curriculum Review Teams – Listed on the back of the agenda. The agenda that was handed out is different than the one emailed, so please check it. Team G - Mike Daniels and Cari Meyer graciously volunteered to review INDA B105.

The first draft of new courses for the BAS degree include the following. Liz Rozell reported that there is supposed to be a template from the State, but it is not available yet. As these courses are upper division, they will use CIP codes instead of TOP codes. The CIP codes are not available yet. These courses will be on the 1st agenda for awhile. Please email Liz feedback by September 9, 2015.

MATH B65 is a new course for non-stem majors that combines MATH B60 and B70. It is not equivalent to MATH B70. It will not meet the graduation requirement for BC GE.

INDA B100 Industrial Design Graphics I
INDA B101 Industrial Design Graphics II
INDA B105 Materials Science for the Technician
INDA B110 Industrial Automation Networks
INDA B112 Industrial Automation Measurement
INDA B114 Industrial Safety Principles and Management
INDA B120 Industrial Automation Systems
INDA B122 Industrial Motion Control
INDA B124 Industry Sector Seminar: Applied Automation
INDA B134 Industry Sector Seminar: Manufacturing and Production
MATH B65 Intermediate Algebra for Statistics

IX. Second Agenda

A. Course Deletions

BIOL B34 Pathophysiology

GEOL B35A Rocks and Minerals

PHED B26 Intercollegiate Competition for Women: Track and Field

PHED 27 Intercollegiate Competition for Women: Cross Country

m/s Mike Daniel/ Brenda Nyagwachi To approve the course deletions.

Voice vote for approval: Cari Meyer, Kimberly Bligh, Kathy Hairfield, David Koeth, John Carpenter, Creighton Magers, Michael Korcok, Paula Parks, Jeanie Parent, Brenda Nyagwachi, Judy Forbes, Mindy Wilmot, Jennifer Johnson, Josh Ottum, Mike Daniel, Michael Harvath, Maddie Herndon, Victor Diaz, Kate Pluta, Nick Strobel, and Sue Vaughn.

Voice vote opposed: None

Abstentions: None

Motion Passed

X. Good and Welfare

Billie Jo and John announced they will not be renewing chairmanship next year. Their term expires in May. They will have completed two – two year terms as co-chairs.

XI. Adjournment

Billie Jo adjourned the meeting at 3:37 pm.