

Regular Meeting Minutes DRAFT

Of the Curriculum Committee of Bakersfield College

September 26, 2024, 2:30 p.m. - 4:00 p.m.

Location: 1801 Panorama Dr. Bakersfield, CA-CC 231 <https://committees.kccd.edu/bc/committee/curriculum>

VP/Designee*	Jessica Wojtysiak	Present	FACE	Marah Meek	Absent
Co-Chair**	Michelle Hart	Present	Foreign/ASL	Vacant	
Co-Chair**	Scott Dameron	Present	Industrial Tech	Paul Murray	Absent
Administration*	Denice McCauley	Present	Kinesiology	Carl Dean	Present
Administration*	Marisa Marquez	Present	Library	Ariel Dyer	Present
Articulation	Erica Menchaca Giblin	Present	Mathematics	Dillon Giblin	Present
Adjunct Rep	Kathleen Hicks	Present	Nursing	Leah Elliott	Present
Agriculture	Renaldo Arroyo	Present	Performing Arts	Kris Tiner	Present
Applied Sci/Tech	Vacant		Philosophy	Robert Kelly	Proxy
Art	Graciela Brehmer	Present	Physical Science	Timothy Plett	Present
Behav/Criminal	Karin Young-Gomez	Present	Public Safety Trng Prog	Vacant	
Biological Sci	Isabel Stierle	Present	RADT/HEIT	Allison Ament	Proxy
Bus Education	Steven Manson	Present	Social Science	Charles Kim	Present
Communication	Angela Bono	Present	Member at Large	Carolee Trimble	Present
Counseling	Keri Kennedy	Present	Member at Large	Vacant	
Education	Kimberly Bligh	Present	Member at Large	Kimberly Nickell	Present
Engi & Info Tech	Steven Brown	Present	Student Rep	Samantha Felix	Present
English	Isaac Sanchez	Present	Assessment*	Becka Zepeda	Present
EMLS	John Hart	Present			

Proxy: Joel Chandler for Robert Kelly
John Hart for Allison Ament

1. **Call to Order-2:31**
2. **Roll Call-Establishment of Quorum**
3. **Opportunity to Address Committee**

(Up to 2 minutes per speaker; a total of 15 minutes with an option of one 5-minute extension.)

None

4. Additions to the Agenda

(Additions or changes can only occur when immediate action is required, which did not come to the attention of the Co-Chairs until after the agenda was posted; requires approval of 2/3 of all confirmed voting members; not applicable during special or emergency meetings)

None

5. Review and Approval of the Minutes (Consent Agenda)

(All consent items are to be approved in one motion unless a member requests separate action on a specific item.)

5.A. 9/12/2024

M/S/C: Keri Kennedy/Isabel Stierle-motioned to review and approve-motion carried.

Abstained: Darrin Ekern, Erica Giblin.

6. Reports

(Up to 5 minutes per item)

6.A. Curriculum Co-Chairs' Report-Posted

- 6.A.1. Curriculum Review Teams v.2-now v3, added two new members to teams.
- 6.A.2. Minimum Qualifications Field Names (MQs)-There was a slight change to the workflows in eLumen regarding the minimum qualification. Field labels were updated to match the Minimum Qualifications Handbook.
- 6.A.3. Degree Revision Progress-ADT's are the priority for now to get reviewed.

6.B. Articulation Officer Report-posted.

- 6.B.1. AB1111- (Common Course Numbering) Update-courses are being submitted to the committee for review and to see if they need to be submitted.
- 6.B.2. AB928 Update-programs are being reviewed and submitted.

6.C. Assessment Co-Chair Report

- 6.C.1. Assessment had its first meeting Friday which included training. Assignments are going to be sent every week for now.

6.D. Student Government Association Representative-Had no report however is excited to be attending.

7. Training

- 7.A. Standardized Language and Practices-the guide was reviewed and will be posted on the website.
- 7.B. How to review the new Common Course Numbering (CCN) submissions-7 of 8 teams were assigned a CCN course for review. The link to the templates will be shared via email so team members can compare the language.

8. Action Items (Second Read)

(10 minutes per item with an option of one 5-minute extension)

8.A. Curriculum Committee Charge and Goals

M/S/C: Keri Kennedy/Leah Elliott-motioned to review.

There were a few changes.

M/S/C: Keri Kennedy/Timothy Plett-motioned to approve the amended version.

M/S/C: Keri Kennedy/Timothy Plett-motioned to approve as amended-motion carried.

8.B. Curriculum Committee Reference Guide

M/S/C: Isabel Stierle/Keri Kennedy-motioned to review and approve-motion carried.

8.C. Second Read Revised Curriculum (Consent Agenda)

8.C.1. Deletions-none-None

8.C.2. Revised Courses-BSADB49B, BSADB49C, BSADB49D, BSADB49E, BSADB66A, BSADB66B, BSADB66C, BSADB67A, BSADB67B, BSADB67C, BSADB68, BSADB69, BSADB85, COMMB11, COMMB4, COMMB8, CRPSB48WE, ELETB56, OFFTB62NC, AGBSB2, HEITB12

8.C.3. Program Modification- None

M/S/C: Keri Kennedy/Timothy Plett-motioned to review and approve pending any missing documentation-motion carried.

8.D. Second Read New Curriculum (Consent Agenda)

8.D.1. New Courses-FIREB76, INDTB80, RSPTB1A, RSPTB1C, RSPTB1T, RSPTB2C, RSPTB2T, RSPTB3C, RSPTB3T, RSPTB4C, RSPTB4T, RSPTB51L, RSPTB52L, RSPTB53L, RSPTB54L, RSPTB61, RSPTB62, RSPTB63, RSPTB64

8.D.2. New Programs-Energy Management and Auditing Certificate of Completion

M/S/C: Isabel Stierle/Keri Kennedy- motioned to review and approve pending any missing documentation-motion carried.

8.E. Second Read Distance Education (Consent Agenda)

8.E.1. Distance Education-BSADB49B, BSADB49C, BSADB49D, BSADB49E, BSADB66A, BSADB66B, BSADB66C, BSADB67A, BSADB67B, BSADB67C, BSADB68, BSADB69, BSADB85, COMMB11, COMMB4, COMMB8, ELETB56, OFFTB62NC, AGBSB2, HEITB12, FIREB73, INDTB80, RSPTB1A, RSPTB1C, RSPTB1T, RSPTB2C, RSPTB2T, RSPTB3C, RSPTB3T, RSPTB4C, RSPTB4T, RSPTB51L, RSPTB52L, RSPTB53L, RSPTB54L, RSPTB61, RSPTB62, RSPTB63, RSPTB64

M/S/C: Keri Kennedy/Timothy Plett-motioned to review and approve-motion carried.

8.F. Second Read Correspondence Education (Consent Agenda)

8.F.1 Correspondence Education-None

8.G. Second Read General Education (Consent Agenda)

8.G.1. General Education-COMMB11, COMMB4, COMMB8, AGBSB2

M/S/C: Keri Kennedy /Isabel Stierle-motioned to review and approve-motion carried.

9. Discussion Items (First Read)

(10 minutes per item with an option of one 5-minute extension)

9.A. BC Local General Education Pattern Learning Outcomes/Guiding Notes-the guide was approved in spring 2024. Assessment is also reviewing the Learning Outcomes area and will report back.

9.B. Curriculum Committee Co-Chair Job Descriptions-description was reviewed. Jessica mentioned she would like the description to go back to include "patience" of the Co-Chairs.

9.C. First Read Curriculum

9.C.1. Please refer to attached report.

Reviews due **Wednesday, October 2, 2024, by noon.**

10. Future Agenda Items-Request to go over a Common Course Number review.

11. Good and Welfare- None

12. Adjournment-Next Scheduled Meeting-

October 10, 2024, at 2:30 p.m. in CC-231.

3:45 Motion to adjourn-Kim Nickell and Kimberly Bligh.