

**Curriculum Committee Notes**

January 27, 2011

**Members Present:** Duane Anderson, Barbara Braid, Maritza Carlisle, John Carpenter, Mike Daniel, Dawn Dobie, Janet Fulks, Gay Gardella, John Gerhold, Kathy Hairfield, Qiu Jimenez, Jennifer Johnson, Denise Mitchell, Dan O'Connor, Leslie Reiman, Nick Strobel, Bernadette Towns, Rene Trujillo, Sue Vaughn

**Members Absent:** Paula Dahl, Carl Dean, Janet DuenasCliff, Stephen Eaton, Lisa English (SGA), Nan Gomez-Heitzeberg, Jennifer Johnson, Billie Jo Rice, Wally Simmons, Kristopher Stallworth, Jason Stratton, Pat Thompson, Kimberly Van Horne, Ann Wiederrecht

Agenda Item	Discussion	Action
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**CONSENT AGENDA**

The following curriculum was presented for a second review and read.

1. ANSC B1 Introduction to Animal Science BC Course Revision
2. ANSC B86 Pharmacology/Veterinary Techn BC Course Revision
3. ANSC B90 Emer Medicine, Surgery/Nursing BC Course Revision
4. ANTH B1 Physical Anthropology BC Course Revision
5. ANTH B2 Cultural Anthropology BC Course Revision
6. ANTH B3 Introduction to Archaeology BC Course Revision
7. ANTH B5 North American Indians BC Course Revision
8. ANTH B21 Special Projects/Anthropology BC Course Update
9. ARCH B1 Introduction to Architecture and Environmental Design BC Course
10. ART B01 Art Appreciation BC Course Revision\*\*
11. ART B02 Drawing I BC Course Revision
12. **ART B03 Drawing II BC New Course\***
13. ART B04 Two Dimensional Design BC Course Revision
14. ART B05 Three Dimensional Design BC Course Revision
15. ART B06 Acrylic Painting I BC Course Revision
16. ART B07 Acrylic PaintingII BC Course Revision
17. ART B08 Figure Drawing I BC Course Revision
18. ART B09 Figure Drawing II BC Course Revision
19. ART B10 Ceramics I BC Course Revision
20. ART B11 Ceramics II BC Course Revision
21. ART B12 Ceramics III BC Course Revision
22. ART B13 Sculpture I BC Course Revision
23. ART B14 Sculpture II BC Course Revision
24. ART B16 Digital Photography BC Course Revision
25. ART B17 Black and White Photography BC Course Revision
26. ART B20 Digital Art BC Course Revision
27. ~~ART B42 Graphic Design BC Course Update~~ (moved to Feb 10)
28. ART B24 Digital Imaging BC Course Revision
29. ART B25 Typography BC Course Revision
30. ART B35 Survey of Western Art I BC Course Revision
31. ART B36 Survey of Art - Latin America BC Course Revision
32. ART B37 Survey of Western Art II BC Course Revision
33. ART B40 Digital Illustration BC Course Revision
34. ART B41 Advertising Design BC Course Revision
35. ART B46 Advanced Photography I BC Course Revision
36. ART B47 Advanced Photography II BC Course Revision
37. ART B48 Advanced Photography III BC Course Revision
38. CHDV B20 Principles and Practices BC Course Revision

**John Gerhold suggested deferring the three theatre courses for further working. Mike Daniel moved, and John Gerhold seconded to approve the consent agenda curriculum.**

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| 39. | CHDV B21 Child Growth:Birth-Adolescence BC Course Revision                |  |
| 40. | CHDV B22 Observtn/Assessmnt-Birth/Adols BC Course Revision                |  |
| 41. | CHDV B32 Teaching in a Diverse Society BC Course Revision                 |  |
| 42. | CHDV B36 Develop Appropriate Curriculum BC Course Revision                |  |
| 43. | CHDV B41L Suprvsd Fld Exp/Erly Chldhd Ed BC Course Revision               |  |
| 44. | CHDV B42 Child/Family and Community BC Course Revision                    |  |
| 45. | CHDV B49 Child Health/Safety/Nutrition BC Course Revision                 |  |
| 46. | CHEM B1B General Chemistry/Chem Analys BC Course Update**                 |  |
| 47. | CNST B1 Introduction to Construction BC Course Revision (moved to Feb 10) |  |
| 48. | CNST B2 Estimating and Scheduling BC Course Revision (moved to Feb 10)    |  |
| 49. | EDUC B24 Early Field Experience for Elementary Teachers BC Course Update  |  |
| 50. | FORE B6 Forestry Skills BC Course Revision                                |  |
| 51. | ERSC B10 Introduction to Earth Science BC Course Revision                 |  |
| 52. | ERSC B10L Earth, Science, Laboratory BC Course Revision                   |  |
| 53. | GEOB B10 Introduction to Geology BC Course Revision                       |  |
| 54. | HIST B18 History of California                                            |  |
| 55. | HIST B36 History of Native American Indians BC Course Revision            |  |
| 56. | INDT B10 Occupational Readiness BC Course Update                          |  |
| 57. | PSYC B1B Biological Psychology BC Course Revision                         |  |
| 58. | PSYC B2 Interpersonal and Group Process Skills BC Course Revision         |  |
| 59. | PSYC B5 Elem Statistics Beh/Soc Sci BC Course Revision                    |  |
| 60. | PSYC B21 Special Projects BC Course Update                                |  |
| 61. | PSYC B30 Human Sexuality BC Course Revision                               |  |
| 62. | PSYC B33 Personal and Social Adjustment BC Course Revision                |  |
| 63. | PSYC B40 Child Psych and Development BC Course Revision                   |  |
| 64. | RADT B2A Radiographic Anatomy and Positioning 1 BC Course Revision        |  |
| 65. | RADT B3B Radiographic Principles 2 BC Course Revision                     |  |
| 66. | SOCI B1 Introduction to Sociology BC Course Update                        |  |
| 67. | SOCI B2 Problems of Modern Society BC Course Update                       |  |
| 68. | SOCI B10 Topics in Sociology BC Course Deletion                           |  |
| 69. | SOCI B20 Social Psychology BC Course Revision                             |  |
| 70. | SOCI B21 Special Projects/Sociology BC Course Update                      |  |
| 71. | SOCI B28 Women in the World BC Course Update                              |  |
| 72. | SOCI B36 Sociology of the Chicano BC Course Revision                      |  |
| 73. | SOCI B45 Minority Relations BC Course Revision                            |  |
| 74. | STDV B1 Educational Planning BC Course Update                             |  |
| 75. | STDV B2 Career Decision Making/Planng BC Course Revision                  |  |
| 76. | STDV B3 Career,Life, and Educ Planning BC Course Update                   |  |
| 77. | <del>THEA B20 Survey Theatre/Entertainment BC Course Revision</del>       |  |
| 78. | <del>THEA B31 Introduction to Film Studies BC Course Revision</del>       |  |

79.	THEA B32 Contemporary Film Studies BC Course Revision	
80.	WELD B1A Intro Oxy Acetylene Weld/Cutting BC Course Revision	
81.	WELD B1B Intro to the Welding Processes BC Course Revision	
82.	WELD B74A Intro to GMAW & FCAW BC Course Update	
83.	WELD B74B Intro/GTAW (Gas Tung Arc Wldg) BC Course Revision	

**JANUARY 27 FIRST READ  
FEBRUARY 10 SECOND READ**

Janet explained that several additional courses were added to the second grouping of curriculum bringing the total number to 80 courses for the next meeting. Because many of the music courses have an “abcd” component, it was imperative that all components match. Some components were changed that affected the spring schedule so now the remaining components must be changed so they will correspond with the fall schedule. Likewise, the Automotive Advisory Board has requested the department offer a new state certificate, so automotive courses required immediate update.

1. ARCH B6 Materials of Construction
2. ARCH B12 Design Drawing / Color
3. ARCH B16 Digital Tool/Graphics Cmmunctn
4. ARCH B21 Arch Design Fundamentals I
5. ARCH B33 Architectural Computer Pract
6. ARCH B34 Residential BIM
7. ART B29 Special Studies in Art
8. ART B42 Graphic Design BC Course Update
9. ASL B6 American Deaf Culture
10. ASTR B3 Solar System
11. AUTO B14 Auto Tune-Up:Electrical/Ignition/Accessories
12. AUTO B15 Auto Tuen-up:Fuel Systems and Emission Controls
13. AUTO B59 Automotive Air Conditioning
14. AUTO B64 Automotive Electricity and Electronics
15. AUTO B65 Basic & Enhanced Area Clean Air Care Course
16. CHEM B1a General Chemistry I
17. COMM B1 Public Speaking
18. COMS B5 Introduction to Microcomputer Applications Using Microsoft Office
19. CNST B1 Introduction to Construction BC Course Revision (moved to Feb 10)
20. CNST B2 Estimating and Scheduling BC Course Revision (moved to Feb 10)
21. CNST B3A Plumbing/Residential Cnstr
22. CNST B3B Electrical/Residential Cnst
23. CNST B50A Residential Construction
24. CNST B50B Residential Construction
25. ELET B5 Programmable Logic Controllers
26. FORE B6 Forestry Skills
27. GEOL B10L Introduction to Geology Laboratory
28. GEOL B11 Historical Geology
29. GEOL B11L Historical Geology Laboratory
30. HIST B2 History of World Since 1500
31. JRNL B1 Media and Society
32. JRNL B2 Beginning Reporting

33. JRNL B4 Intro to Public Relations
34. JRNL B15 Press Photography
35. JRNL B16 Multimedia Reporting
36. JRNL B26 Newspaper Production/Editors
37. JRNL B27a Newspaper Production/Reporters
38. JRNL B27e Newspaper Production/Photographers
39. MFGT B1 Machine Tool Processes
40. MFGT B2 CNC Lathe Programming & Operation
41. MFGT B3 CNC Mill Programming
42. MUSC B9a Beginning Class Guitar
43. MUSC B9b Intermediate Class Guitar
44. MUSC B10b Concert Band
45. MUSC B10c Concert Band
46. MUSC B10d Concert Band
47. MUSC B12b College Orchestra
48. MUSC B12c College Orchestra
49. MUSC B12d College Orchestra
50. MUSC B14a College Choir
51. MUSC B14b College Choir
52. MUSC B14c College Choir
53. MUSC B14d College Choir
54. MUSC B17a Chamber Singers
55. MUSC B17b Chamber Singers
56. MUSC B17c Chamber Singers
57. MUSC B17d Chamber Singers
58. MUSC B54A College Chorale
59. MUSC B60a Concepts/Applications/Music/Tech
60. ORNH B36 Beginning Ornamental Floral Design
61. PHIL B6a Introduction to Philosophy
62. PHIL B12 Ethnics of Living and Dying
63. POLS B1 American Government: National, State and Local
64. POLS B12 Contemporary Issues in California State and Local Government
65. PSYC B20 /SOC1 B20 Social Psychology
66. WELD B53A Shielded Metal Arc Welding
67. WELD B53B Shielded Metal Arc Welding
68. WELD B54A Blueprint Reading,Wldrs/Mach
69. WELD B55A Structural Plate Certification
70. WELD B55B Structural Plate Certification
71. WELD B55C ASME Pipe Certification
72. WELD B55D ASME Pipe Certification

	73. WELD B55E API/Related Certificatn Tests 74. WELD B55F API/Related Certificatn Tests	
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<b>STATUS OF NOVEMBER &amp; DECEMBER COURSES</b>	A listing of courses approved by the committee in October, November, and December was distributed.	These courses have been sent to Educational Services for the February 10 Board meeting.
<b>DISCUSSION ON MULTICULTURAL REQUIREMENT</b>	Copies of the multicultural requirement were distributed. Janet read the definition. The requirement requires the study of at least a minimum of three ethnic groups from either American or world cultures. She asked about the process for determining a MC course and the rationale for requiring three cultures. There are no guidelines at the State level with respect to number of cultures to be studied, and it benefits our students the more courses that available for them from which to choose. Should we reconsider the requirement? There was discussion. Nick Strobel said that the General Education Committee reviews and makes determinations about MC courses. The requirement of three cultures has been around for a long time, and he didn't know when the decision had been made. There was discussion, and general agreement that the requirement should stay with the minimum of three ethnic groups as it is beneficial students to study nonwestern cultures. The topical outline should support whether a course meets the MC requirement.	Janet will craft language regarding the multicultural requirement and bring it to the next meeting.
<b>APPROVAL QUEUE</b>	Janet explained that as a result of the format update, many courses were erased from the approval queue. She asked the committee if there were any concerns about the courses. She will not forward any courses to Nan Gomez-Heitzeberg until all issues have been addressed.  People assigned to look at TOP and SAM codes should compare what is being keyed into CurricUNET with codes in Banner.	Janet will send the next set of 70 courses through the queue. The committee will be split into two teams for curriculum review.
<b>ADJOURNMENT</b>	The next meeting is February 10 Collins Conference Center.	Meeting adjourned at 4:15 p.m.

:Janna Oldham



**Curriculum Committee Notes**

February 10, 2011

**Members Present:** Duane Anderson, Mike Daniel, Dawn Dobie, Janet Duenas-Cliff, Stephen Eaton, Lisa English (SGA), Janet Fulks, John Gerhold, Nan Gomez-Heitzeberg, Sue Granger-Dickson, Becky Head, Jennifer Johnson, Dan O'Connor, Elizabeth Rodacker, Kris Stallworth, Jason Stratton, Nick Strobel, Sue Vaughn

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Agenda Item	Discussion	Action
MINUTES	The minutes of January 27 were sent out for review.	

**CONSENT AGENDA**

The following curriculum was presented for a second review and read.

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|  | <ul style="list-style-type: none"> <li>32. JRNL B2 Beginning Reporting</li> <li>33. JRNL B4 Intro to Public Relations</li> <li>34. JRNL B15 Press Photography</li> <li>35. JRNL B16 Multimedia Reporting</li> <li>36. JRNL B26 Newspaper Production/Editors</li> <li>37. JRNL B27a Newspaper Production/Reporters</li> <li>38. JRNL B27e Newspaper Production/Photographers</li> <li>39. MFGT B1 Machine Tool Processes</li> <li>40. MFGT B2 CNC Lathe Programming &amp; Operation</li> <li>41. MFGT B3 CNC Mill Programming</li> <li>42. MUSC B9a Beginning Class Guitar</li> <li>43. MUSC B9b Intermediate Class Guitar</li> <li>44. MUSC B10b Concert Band</li> <li>45. MUSC B10c Concert Band</li> <li>46. MUSC B10d Concert Band</li> <li>47. MUSC B12b College Orchestra</li> <li>48. MUSC B12c College Orchestra</li> <li>49. MUSC B12d College Orchestra</li> <li>50. MUSC B14a College Choir</li> <li>51. MUSC B14b College Choir</li> <li>52. MUSC B14c College Choir</li> <li>53. MUSC B14d College Choir</li> <li>54. MUSC B17a Chamber Singers</li> <li>55. MUSC B17b Chamber Singers</li> <li>56. MUSC B17c Chamber Singers</li> <li>57. MUSC B17d Chamber Singers</li> <li>58. MUSC B54A College Chorale</li> <li>59. MUSC B60a Concepts/Applications/Music/Tech</li> <li>60. ORNH B36 Beginning Ornamental Floral Design</li> <li>61. PHIL B6a Introduction to Philosophy</li> <li>62. PHIL B12 Ethnics of Living and Dying</li> <li>63. POLS B1 American Government: National, State and Local</li> <li>64. POLS B12 Contemporary Issues in California State and Local Government</li> <li>65. PSYC B20 /SOC1 B20 Social Psychology</li> <li>66. WELD B53A Shielded Metal Arc Welding</li> <li>67. WELD B53B Shielded Metal Arc Welding</li> <li>68. WELD B54A Blueprint Reading,Wldrs/Mach</li> <li>69. WELD B55A Structural Plate Certification</li> </ul> |  |
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	<p>70. WELD B55B Structural Plate Certification  71. WELD B55C ASME Pipe Certification  72. WELD B55D ASME Pipe Certification  73. WELD B55E API/Related Certificatn Tests  74. WELD B55F API/Related Certificatn Tests</p> <p>Janet explained various problems with the approval queue, which has resulted in several courses getting stuck and preventing them from moving to the review level. In addition, some courses were sent back to the originator due to incomplete sections, and she has been working with people to complete the curriculum. The Board summary for the March 10 Board meeting is due next Monday, and some of these courses are tied to the new Transfer Degrees. Janet may remove some courses from the list if she does not get a response back from the originator.</p>	<p>Janet asked for volunteers to review several courses that were “stuck in the queue” between now and Monday, so they can be submitted to the Board for the fall catalog. Dawn Dobie, Sue Vaughn, and Jennifer Johnson volunteered to review these courses.</p> <p>Dawn Dobie moved, and Lisa English seconded, to approve and move forward all courses that completed their outlines and responded to comments and questions. Motion passed. Janet will send out the list of fifteen courses requiring immediate review.</p>
<p><b>CONTENT REVIEW</b></p>	<p>The current CurricUNET upload now includes content review. The CB 21 Student Learning Outcomes for Basic Skills Writing, Reading, and Math were distributed. Reading Level 5, English Level 5, and MATH BD are equivalent to “1 Level Prior to Transfer.” These will be posted in CurricUNET for faculty to use when determining advisories and prerequisites. Sue Vaughn stated that a subcommittee met last year and revised the guidelines for determining prerequisites and advisories for reading, writing and math. The content review skills correspond to our placement levels and cut-off scores. She noted the CB 21 language is different and stressed the importance of consistency. Janet stated that the CB 21 SLO’s were leveled statewide, and these SLO’s were agreed on by the faculty chairs within the District. Janet responded to questions about the CB21, which is the Course Basic code for any course that is not college level. Dawn requested that BC’s corresponding English levels be posted with the CB 21 listing. Concern was raised that the district wide outcomes (approved by the District Curriculum Chairs) did not quite mesh with the Course Levels and Cut-off Scores chart put together by the District Student Services Committee represented by the VP’s, Deans, Counselors, and Matriculation Coordinators from all three colleges for use in determining prerequisites entered into Banner.</p>	<p>Janet is working with CurricUNET to address the visibility issue with the content review documents. The idea of having a training session when the content review component was fixed in CurricUNET was suggested.</p>

<b>MULTICULTURAL REQUIREMENT</b>	<p>Copies of a revised multicultural definition were distributed: “Bakersfield College requires students to take courses that are inclusive of multicultural perspectives found in American and global society. This requirement may be satisfied through studying either American ethnic groups or world cultures. Courses meeting the <del>American Ethnic Groups and Subgroups</del> requirement should include the study of a minimum of three ethnic groups, at least two groups from non-European origin. Courses meeting the <del>World Cultures</del> requirement should include the study of a minimum of three different world cultures, at least one of which is not solely based in western civilization. multicultural graduation requirement have student learning outcomes and topical outlines that evidence the study of a minimum of three diverse cultural groups. Every attempt should be made to include western and non-western cultures.” The new definition is taken out of CSU Breadth language. Sample SLO’s and topical outlines for two BC courses were used as examples to illustrate how to look for evidence in the course outline that would justify whether a course would qualify for the multicultural requirement. There may be courses at BC which fit the multicultural requirement, but the department has not requested a review.</p>	<p>Nick Strobel is working on the definition with the GE Committee, and this will be discussed again at the next meeting. Dawn suggested the multicultural requirement and definitions be added as a box in CurricUNET.</p>
<b>RENUMBERING OF ART COURSES</b>	<p>The Art Department is renumbering the majority of their courses to make it easier for students. Copies of the numbering changes were distributed.</p>	<p>This will require a lot of work relating to articulation and the State Chancellor’s Office.</p>

**GE PROPOSAL CHANGE**

Copies of a proposal to the Academic Senate to restructure the Curriculum and the General Education Committee were distributed. Janet summarized the proposal. Given the pressure from the legislature to expedite student transfer, it is crucial that local GE coursework is aligned with CSU and UC coursework. In some instances, BC courses have been denied local GE that are already approved for CSU breadth or IGETC. A huge portion of BC students take BC GE courses. She explained that CurricUNET does not accommodate a separate approval process for a separate committee, and that no other school in the state has a subcommittee for GE. Some departments do not request GE for courses that appear to fit the GE pattern. Likewise, people have noticed in ASSIST that their course is a GE course at other colleges, but not at BC. Janet asked the Academic Senate Executive Board (EB) for direction in improving the process, and the EB suggested she develop a proposal. The proposal calls for restructuring the current GE Committee as a permanent part of the Curriculum Committee, without a separate approval process and continue integrated training and review for local GE, CSU Breadth and IGETC (and other graduation requirements). The proposal will be voted on at the next Academic Senate meeting. There was discussion. John Gerhold said there were issues with SLO's in the past that delayed the approval process and caused courses to bounce back and forth, get stuck in feedback, resulting in courses not being approved for GE. He is in favor of streamlining the process. Jennifer Johnson said the Curriculum Committee should defer to GE Committee feedback and suggested working to make the GE layer not as cumbersome. She said that she is not happy with the rapidity of the volume of curriculum, and the GE Committee is the subcommittee that the Curriculum Committee defers to for general education courses.

Sue Granger-Dickson stated there is room for improvement. The State is pushing for more students to transfer and earn certificates. If we want to see more students succeed, we need to simplify the process and make it easier for students to move through our college and transfer. Dawn Dobie said that today is not the day to be voting on this issue. She concurs with the views expressed and acknowledges we need to make things simpler for students. Dawn also expressed concern about the large volume of curriculum coming through for review.

Nan said that the GE Committee was given a specific charge a few years ago, and they are doing it. Then CurricUNET was implemented along with a volume of courses with deadlines, problems with the software, and SB 1440 mandates. If we had the time to



	<p>engage and have the discussion, we wouldn't be at this kind of crossroads; what do we need to do right now or in the next couple of months? What do we think the charge needs to be on behalf of our students? Dawn pointed out that a large percentage of BC students do not go on to a four-year school, but are here just for a degree or a certificate. Does the GE or IGETC fill in the gap, or do BC GE requirements fill in the gap for students not interested in transferring? Sue Granger-Dickson stated that 800 students transfer, the majority with Liberal Arts. Some students take 70-80 units, some of which do not transfer, or they have not fulfilled the entire GE pattern. She advises students to follow one of the GE transfer patterns. BC has a multicultural requirement and the lifelong learning, including a PE class. She believes some serious faculty work (from a diverse group) needs to occur in order to decide what best serves students. She questioned the importance of the multicultural requirement for students not planning to transfer; should we give students two choices</p> <p>Nick Strobel joined the committee after the GE Committee had concluded its meeting. He said that the GE Committee looked at courses appropriate for GE, and most of them were approved. They looked at the art lab courses, and suggested a modification to the multicultural definition. He read the suggested change. The rest seemed to be okay.</p>	<p>Janet said that the GE Committee is discussing the proposal today, and she will share their summary with the full committee. She will also discuss this with the Senate EB next week and bring this back again.</p>
<b>DELETED COURSES</b>	<p>A list of courses to be deleted was distributed. The committee was asked to review the list and note any additional courses that should be deleted.</p>	<p>Janet will contact Becki Whitson about whether to delete the gerontology courses. Send comments to Janet as soon as possible.</p>
<b>INDEPENDENT STUDY COURSES</b>	<p>Copies of proposed Board Policy regarding independent study courses were distributed. BC has several independent study courses. Janet said the courses are not connected to a program, and she thinks the KCCD Board is under the impression that these courses result in students tutoring other students. She has done a lot of research regarding the tutoring issue. No instructor receives pay for these courses. These courses are for a small number of students in order to conduct research for transfer or for a graduation requirement. The Academic Senate is reviewing the proposal and suggesting the language be clarified in a couple of areas.</p> <p>Nan noted that the course descriptions for some independent study courses includes tutoring. Is that part of our mission to them to be teachers? She believes that this is more like a capstone course. Sue Vaughn said that independent study is also an attendance method, and most of our online courses are taught by the independent method.</p>	<p>The committee was asked to share the proposal with faculty in their area who teach independent study courses. Janet would like to attach a letter describing these courses with the proposal.</p>

<b>ADJOURNMENT</b>	The committee will meet again on March 10 <sup>th</sup> at 2:30 p.m. in the Collins Conference Center.	Meeting adjourned at 4:15 p.m.
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:Janna Oldham

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**Members Absent:** Duane Anderson, Maritza Carlisle, Paula Dahl, Lisa English (SGA), John Gerhold, Becky Head, Leslie Reiman, Billie Jo Rice, Elizabeth Rodacker, Kris Stallworth, Jason Stratton, Rene Trujillo, Ann Wiederrecht

Guests: Brian Rathfelder (SGA), Sean Hill (SGA), Loren Errea (interning in Student Services)

Agenda Item	Discussion
<b>MINUTES</b>	Sue Vaughn made a correction to the minutes on page 3 & 4, which was sent to the committee. It was noted that Kris Stallworth volunteered at the last meeting to handle with "emergency" curriculum review.  Loren Errea, who is in a Master's Program in Counseling at CSUB was invited to attend today's meeting. Loren is currently interning in the Student Services area at BC.

## Curriculum Committee Notes

March 24, 2011

**Members Present:** Duane Anderson, John Carpenter, Paula Dahl, Mike Daniel, Carl Dean, Dawn Dobie, Lisa English (SGA), Janet Fulks, Nan Gomez-Heitzeberg, Sue Granger-Dickson, Kathy Hairfield, Qiu Jimenez, Jennifer Johnson, Denise Mitchell, Dan O'Connor, Leslie Reiman, Elizabeth Rodacker, Nick Strobel, Bernadette Towns, Sue Vaughn

**Members Absent:** Barbara Braid, Maritza Carlisle, Janet Duenas-Cliff, Stephen Eaton, Gay Gardella, John Gerhold, Becky Head, Billie Jo Rice, Kris Stallworth, Jason Stratton, Rene Trujillo, Ann Wiederrecht

Agenda Item	Discussion	Action
<b>MINUTES</b>	A minor correction was made to the March 10 minutes on page 3, Architecture Degree.	The corrected copy will be posted to the public folder. Kathy Hairfield moved, and Mike Daniel seconded, to approve the minutes as corrected.
<b>CONSENT AGENDA</b>	<ol style="list-style-type: none"> <li>1. ANTH B21 Special Projects/Anthropology</li> <li>2. ARCH B21 Arch Design Fundamentals I</li> <li>3. ARCH B22 Arch Design Fundamentals II</li> <li>4. <del>ARCH B55 Building Codes</del></li> <li>5. <del>ARCH B56 Building and Related Codes</del></li> <li>6. AUTO B3 Fundamentals of Automotive Management &amp; Services (new course)</li> <li>7. <del>NUTR B10 Elementary Nutrition</del></li> <li>8. SOCI B21 Special Projects/Sociology</li> <li>9. PSYCH B21 Special Projects/Psychology</li> </ol> <p>Janet discussed the ongoing problems with the approval queue and loose ends with some of the courses that need follow-up.</p> <p>Courses to be deleted:</p> <p>ARCH B31 Architectural Practice            ARCH B32 Architectural Computer Graphics            CHDV B41L Supervised Field Experience in Early Childhood Education            PHED B3adw Adaptive PE, Wheelchair</p>	<p>Due to the SLO's not showing up in CurricUNET, ARCH B55 and ARCH B56 were removed from the consent agenda. NUTR B10 will be discussed separately.</p> <p>Mike Daniel moved, and John Gerhold seconded, to approve the consent agenda courses. These will be forwarded for the April Board meeting.</p>

<b>NUTRITION B10</b>	The NUTR B10 course used to satisfy the Natural Science (B.1) category of BC General Education courses under the old 9 category pattern. When the course came up for curriculum review, it was re-evaluated to the new 5 category pattern and removed from B.1 and placed in E- Lifelong Understanding and Self-Development. It is also approved for the corresponding CSU category E. The department is requesting the committee reconsider the course for the science category. A lengthy discussion ensued, and arguments were made for and against placing it in the science category. Although some of the SLO's fit the science SLO, a lot of the same content is covered in HLED B1, and it would be a "stretch" to call Health a science course. Nick researched other nutrition courses in ASSIST. It is a mixed bag at the community colleges. One course had an area B prerequisite. Another school's nutrition course was IGETC certified; however, the course required prerequisites of chemistry and anatomy and physiology and was taught in the Biology Department.	After further discussion, a straw poll vote was taken. The majority agreed that NUTR B10 should remain in the BC GE category E. Bernadette Towns will follow up with Leah Carter.  Paul Dahl moved, and Qui Jimenez seconded, to approve NUTR B10. Motion passed.
<b>MULTICULTURAL REQUIREMENT</b>	The committee has been discussing revisions to the multicultural requirement. Janet provided copies of the current language and three suggested proposals, including email feedback. One suggestion was to include the study of subcultures of the U.S. or world. There was discussion regarding the use of subculture. It was agreed that multicultural courses should provide a broad experience for students.	Janet Fulks will finalize the additional suggestions and send out a final proposal for voting next time.
<b>ASSESSMENT WORKSHOP</b>	Bernadette Towns announced that a series of Assessment Workshops will be held next week from 1-2:00 p.m. in Levinson 40.	Students who know their Student Learning Outcomes will be rewarded with a slice of pizza.
<b>CURRICULUM COMMITTEE RESTRUCTURE PROPOSAL</b>	Copies of a proposal to restructure the Curriculum Committee were distributed. The restructure proposed either 1) combine the General Education Committee(GE) with the Curriculum Committee (CC) as one large committee and have everyone read everything and comment on everything, including GE applicability, 2) Create an internal GE subcommittee of experts within the CC, including GE applicability, 3) Create co-chairs –both faculty with reassigned time (.200 each). The proposal includes a list of duties showing how the work would be divided between each chair. Janet also made a proposal to the District for additional reassigned time to finalize the CurricUNET implementation and coordinate CurricUNET-related work district wide. There was a lengthy discussion. Comments included setting a limit on the amount of curriculum to be reviewed next year, having a calendar with timelines/ deadlines, creating staggered terms for the co-chairs with the idea of the outgoing chair training an incoming chair. The Vice-President would no longer act as co-chair, but would continue serving on the committee in an administrative role.	Janet conducted a straw poll, and the majority vote went with proposal #3: Create co-chairs, both faculty, with reassigned time. Janet will develop a Survey Monkey for further input and clarify the GE component.

<b>PROGRAMS</b>	Copies of program development criteria as outlined in the State Chancellor’s Office Program and Course Approval Handbook were distributed. The five criteria for evaluating a new program proposal are 1) Appropriateness to Mission, 2) Need, 3) Curriculum standards, 4) Adequate resources, 5) Compliance. Janet explained that the committee should reference this handbook when reviewing new program proposals. The chairs will be entering their programs into CurricUNET, and programs will be coming through the CurricUNET queue next week. Questions to consider when reviewing a program were provided for the committee.	Training for BC chairs on program submission will be held March 28 and March 29. The BC Biology AS was provided as a sample as to what the program page looks like after being entered in CurricUNET.
<b>TMC’s -</b>	Copies of the Transfer Model Curriculum templates for Communication, Psychology, and Sociology were distributed. Sue Vaughn stated that the vast majority of degrees are earned for Liberal Arts, and that we should be thinking about a Liberal Arts Degree with an emphasis. Janet responded that discussions are taking place statewide with respect to a Liberal Arts Transfer Degree.  COMM B10, Leadership and Communication, is included on List C for the transfer degree. This is not a transferable course—should we exclude it from the proposal? There was discussion. Although the State Academic Senate negotiated that one non-transfer course could be included, there was consensus that COMM B10 should be replaced by a transfer-level course such as PSYC B1a or SOCI B1. Sue Granger-Dickson stressed the importance of maintaining a good relationship with CSUB and suggested the department remove it.	It was moved and seconded that the Psychology, Sociology, and Communication Transfer Degrees be moved forward with the stipulation that COMM B10 be removed from the COMM AA-T proposal. Motion passed.
<b>JOB SKILL CERTIFICATES</b>	George Canady submitted two new Job Skills Certificate proposals: Automotive Heating, Ventilation & Air Conditioning (HVAC) for 14 units and Basic and Advanced Clean Air Car Course for 14 units. Copies of the approval form, a letter from the BC Auto Advisory, and other back-up documentation have been provided. Janet suggested that in lieu of Job Skills Certificates that these be approved as low-unit Certificates of Achievement that would print on student transcripts.	Duane Anderson moved, and Mike Daniel seconded to approve the Job Skills Certificate proposals as Certificates of Achievement. Motion passed. Janet will prepare the COA paperwork.
<b>ADJOURNMENT</b>	The next meeting is scheduled for April 7 in the Collins Conference Center.	Meeting adjourned at 4:10 p.m.

:Janna Oldham



**Curriculum Committee Notes**

April 7, 2011, Collins Conference Center

**Members Present:** Duane Anderson, Paul Dahl, Mike Daniel, Carl Dean, Dawn Dobie, Janet Duenas-Cliff, Stephen Eaton, Lisa English (SGA), Janet Fulks, Gay Gardella, John Gerhold, Nan Gomez-Heitzeberg, Sue Granger-Dickson, Rebecca Head, Qiu Jimenez, Jennifer Johnson, Denise Mitchell, Dan O'Connor, Leslie Reiman, Elizabeth Rodacker, Billie Jo Rice, Kristopher Stallworth, Nick Strobel, Sue Vaughn

**Members Absent:** Barbara Braid, Maritza Carlisle, John Carpenter, Kathy Hairfield, Jennifer Johnson, Billie Jo Rice, Jason Stratton, Bernadette Towns, Rene Trujillo

Agenda Item	Discussion	Action
<p><b>CONSENT AGENDA</b></p>	<p>The following courses were deleted:</p> <p>ANTH B21abcd, Special Projects (course is being replaced by ANTH B21)</p> <p>AUTO B64a, Automotive Electricity (course is being replaced by AUTO B64)</p> <p>AUTO B64b, Advanced Automotive Electronics (course is being replaced by AUTO B64)</p> <p>AUTO B65a, Advanced Automotive Performance &amp; Emissions (course is being replaced by AUTO B61)</p> <p>AUTO B65b, Enhanced Area Clean Air Car Course (course is being replaced by AUTO B61)</p> <p>CHDV B41L, Supervised Field Experience in Early Childhood Education (lab course is being folded into lecture course for 4 units)</p> <p>MFGT B1a, Machine Tool Processes (course is combining into MFGT B1ab)</p> <p>MFGT B1b, Machine Tool Processes (course is combining into MFGT B1ab)</p> <p>RADT B9b, Principles of Mammography (course has not been taught in years)</p> <p>RADT B9c, Principles of Angiography (curriculum for this course will be merged into RADT B2c next fall. Spring 2011 is the last time this course will be offered.</p> <p>SPAN B2a, Elementary Spanish (SPAN B2ab for 5 units will be maintained. Only deleting the individual 2.5 units course in order to maintain IGETC certification which requires 3 unit minimums.</p> <p>SPAN B2b, Elementary Spanish (SPAN B2ab for 5 units will be maintained. Only deleting the individual 2.5 units course in order to maintain IGETC certification which requires 3 unit minimums.</p>	<p>Consent agenda approved.</p>



<p><b>SURVEY RESULTS FOR CURRICULUM COMMITTEE RESTRUCTURE, MULTICULTURAL REQUIREMENT AND BUDGET CRITERIA</b></p>	<p>The majority responding to the survey regarding the committee restructure favored an internal GE subcommittee of experts within the CC and limiting GE comments and suggestions to a small well-trained group.</p> <p>Janet has combined the Curriculum, General Education, and Extended Learning Committees as one group in the CurricUNET approval queue.</p> <p>The majority voted in favor of two faculty co-chairs with reassigned time and definitive roles. The idea of having a co-chair elect, a co-chair, and an exiting chair was suggested.</p> <p>Janet went over the budget criteria comments briefly. The criteria feedback will be sent to the Budget Impact Subcommittee</p>	<p>Nick Strobel will talk to the GE component of the CC in an effort to identify a group of GE experts.</p> <p>Planning and workload for next year will be an agenda item for the next CC meeting.</p> <p>Janet asked the committee to look at the co-chair duties again and send her feedback.</p> <p>The curriculum change boxes have been reinstated in CurricUNET. Content review can now be viewed, but the format needs improvement.</p>
<p><b>PROGRAM REVIEW INPUT</b></p>	<p>The IEC Committee is asking for input to the Program Review Process (PRP) Curriculum review is an integral part of the PRP. Janet said that the bulk of the work done this year was to accommodate departments which would be going through program review next semester. The idea of linking budget to an annual program review is being discussed and every six years a larger group would review the integration. It was suggested that there ought to be a way to continue the curriculum review independent of the program review. The committee provided feedback to Janet.</p>	<p>Details need to be worked out. Janet will share the committee's feedback with IEC.</p>
<p><b>BIOLOGY DEPARTMENT STATEMENT ABOUT LOCAL REQUIREMENTS</b></p>	<p>In response to President Chamberlain's challenge to "get students out of BC" by removing barriers, the Biology Department is proposing that content covered in BIOL B18 or BIOL B32 or BIOL B33 fulfill the Health Requirement for graduation. Leslie Reiman explained that the department is proposing to make it easier for students to get their degree and move on. Nursing students take a lot of biology courses, and those courses cover the same material but in greater depth. She distributed copies of the HLED B1 SLO's, course content, and the Biology SLO's and course content. There was a lot of discussion back and forth with respect to content taught in Health and content taught in Biology and the SLO's. Dan cautioned about designing our courses to meet as many things as possible.</p>	<p>John Gerhold moved, and Gay Gardella seconded, that the Biology Department's request be approved based on today's discussion. The motion died for lack of a vote. Carl Dean moved that the request to make the biology courses meet the Health requirement be denied. Leslie will take the discussion back to the department.</p>

<b>C-ID DESCRIPTORS</b>	Janet announced that Sue Granger-Dickson has been appointed as the Articulation Officer. Sue has been submitting course outlines for review and assignment of a C-ID number for the new transfer degrees. C-ID is a course identification numbering system to increase articulation. The State Chancellor's Office held a webinar on the transfer degrees. Initially a non-transfer level course could be part of the TMC List C requirements. However, discussion during the webinar indicated that in order for colleges to maintain agreements with the CSU's, they had to get stricter. The Curriculum Committee approved the COMM AA-T with the stipulation that COMM B10 be removed from the TMC template. However, the department asked that it be maintained as part of the degree proposal. Janet asked if the committee was okay with her making minor changes to the COMM template in the event some of the courses don't meet the requirements. Janet said that COMM B10 was replaced by COMM B9. The department was adamant that only communication courses be part of the degree. She asked for direction in the event that adjustments need to be made to the degree proposal during the summer? It was suggested that the Communication Department develop a back-up plan to address questions from the State Chancellor's Office.	John Gerhold moved retroactive approval for those degrees. Motion seconded and approved.  Janet will advise A. Todd to come up with a back-up plan for the next meeting.
<b>UPDATING DEGREES AND CERTIFICATES</b>	The chairs are updating their programs by putting them into CurricUNET and making changes. Janet drafted a TMC approval process that all three colleges could use as procedure.	Send additional feedback regarding the TMC approval process to Janet.
<b>AUTO JOB SKILLS CERTIFICATES</b>	At the last meeting the committee voted to approve the two Auto Job Skills Certificate proposals as Certificates of Achievement. Janet said that we cannot submit those as COA's until the appropriate State paperwork has been completed.	Mike Daniel moved, and Steve Eaton seconded, to approve the Auto Job Skills Certificates as submitted. Motion passed.
<b>ADJOURNMENT</b>	The next meeting will be on May 5 at 2:30 p.m.	Meeting adjourned at 4:00 p.m.