

**Curriculum Committee Notes – November 17, 2011**

Collins Conference Center

**Members Present:** Duane Anderson, Arnie Andrasian, Toccarra Byrd (SGA rep), John Carpenter, Mike Daniel, Dawn Dobie, Janet Duenas-Cliff, Gay Gardella, Nan Gomez-Heitzeberg, Sue Granger-Dickson, Kathy Hairfield, Qiu Jimenez, Jennifer Johnson, Emily Maddigan, Bill Moseley, Dan O’Connor, Paula Parks, Billie Jo Rice, Elizabeth Rodacker, Nick Strobel, Richard Wise

**Members Absent:** Tim Capehart, Paula Dahl, Carl Dean, Stephen Eaton, Leslie Reiman, Bernadette Towns, Sue Vaughn

Agenda Item	Discussion	Action
<b>MINUTES</b>	November 3 Minutes	The minutes of November 3 <sup>rd</sup> were accepted as written.
<b>CURRICULUM</b>	<p><b><u>Courses to Review for November 17</u></b></p> <ol style="list-style-type: none"> <li>1. ACDV B201c Developing Basic Math Skills (new course) 11/17</li> <li>2. PHED B39b Advanced Athletic Training 11/17</li> <li>3. POLS B42a Principles of Leadership: Theories, Styles, and Realities 11/17</li> <li>4. POLS B42b Principles of Leadership: Theories, Styles, and Realities 11/17</li> <li>5. THEA B2a Elements of Acting (BC GE C) 11/17</li> <li>6. VNRS B50a Advanced Pharmacology 11/17</li> <li>7. VNRS B85 Medical Surgical Nursing II 11/17</li> <li>8. VNRS B85LV Medical Surgical Nursing II Laboratory 11/17</li> <li>9. VNRS B86 Medical Surgical Nursing III 11/17</li> <li>10. VNRS B86LV Medical Surgical Nursing III Laboratory 11/17</li> <li>11. VNRS B97LV Pediatrics – Clinical Laboratory 11/17</li> </ol> <p><b><u>Deleted Courses for November 17</u></b></p> <ol style="list-style-type: none"> <li>1. MUSC B60ab Concepts and Applications of Music Technology 11/17</li> </ol> <p><b><u>Pending Courses from Previous Agendas</u></b></p> <ol style="list-style-type: none"> <li>1. AUTO B75a Introduction to Engine Overhaul 10/20</li> <li>2. AUTO B75b Engine Repair Techniques 10/20</li> <li>3. AUTO B75c Advanced Engine Overhaul 10/20</li> <li>4. AUTO B75d Advanced Engine Machining 10/20</li> <li>5. BSAD B9 Fundamentals of Marketing 11/3</li> <li>6. CHDV B49 Child Health, Safety &amp; Nutrition (DE course) 10/20</li> </ol>	<p>Sue Granger-Dickson moved, and Duane Anderson seconded, to table POLS B42ab. Motion passed unanimously.</p> <p>Duane Anderson moved, and Sue Granger Dickson seconded, to approve ACDV B201c, VNRS B85, VNRS B85LV, VNRS B86, VNRS B86LV, and VNRS B97LV. Motion passed unanimously.</p> <p>Jennifer Johnson moved, and Kathy Hairfield seconded, to approve the course deletion. Motion passed unanimously.</p> <p>Richard Wise moved, and Sue Granger-Dickson seconded, to approve CHDV B49, EMTC B50r, MEDS B35, and ELET B63. Motion passed unanimously.</p>

	<ol style="list-style-type: none"> <li>7. CRIM B1 Intro. to Criminal Justice (BC GE D1) (tabled at 10/20 mtg.)</li> <li>8. ELET B63 Electronic Systems Installation 10/20</li> <li>9. EMTC B50r Emergency Medical Technician I Recertification Preparation 10/20</li> <li>10. FIRE B1 Protection Organization (DE course) 11/3</li> <li>11. FIRE B51a Fire Mgt. 11/3</li> <li>12. MEDS B35 Life Span Development (BC GE E) 11/3</li> <li>13. MUSC B2 Basic Elements of Music (BC GE C &amp; DE) (tabled at 10/20 mtg).</li> <li>14. MUSC B21a History of Music (BC GE C) 11/3</li> <li>15. MUSC B21b History of Music (BC GE C) 11/3</li> <li>16. MUSC B22 Music Appreciation (BC GE C and a DE course) 11/3</li> <li>17. MUSC B27 History of Rock and Roll (BC GE C) 11/3</li> <li>18. MUSC B4a Elementary Theory (BC GE C) 11/3</li> <li>19. MUSC B4b Elementary Theory (BC GE C) 11/3</li> <li>20. SPAN B4 Intermediate Spanish (BC GE C) 10/20</li> </ol> <p>Bill Moseley stated that “Please Review” concerns that had been corrected were changed to the “Approve” category. The new ACDV B201c and all of the VNRS courses are complete. Sue Granger Dickson suggested tabling POLS B42ab until specific issues are addressed with the department.</p> <p>Nan Gomez-Heitzeberg explained that PHED B6v was added to the agenda today in order to address a compliance issue with respect to making the hours consistent with Title 5. The hours for PE activity courses were changed last year from 36 to 54, but this course was inadvertently overlooked. The department would like to offer it in the spring.</p>	<p>The AUTO courses were tabled until concerns about the SLOs are addressed. SPAN B4 needs an updated text and content review.</p> <p>Bill suggested the committee develop some standards for approval in order to expedite the approval process.</p> <p>Mike Daniel moved, and Richard Wise seconded, to approve PHED B6v. Sue Granger-Dickson offered a friendly amendment that approval is contingent on two minor corrections to the course outline, which Janna will follow up on. Nick Strobel seconded the amendment, which was accepted. Motion passed unanimously.</p> <p>The remaining courses will be carried over. Bill has been notifying course originators to check for comments and to follow up and address concerns.</p>
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<b>KCCD CURRICULUM COUNCIL</b>	The District is proposing the formation of a District-wide Curriculum Council to ensure consistent implementation of Title 5 regulations and KCCD policies regarding curriculum across the District. Copies of the proposal were shared with the committee. There was discussion. Sue Granger-Dickson said it is important for BC to have input in light of changes coming from the State.	Please forward additional comments regarding the proposal to Bill Moseley.
<b>CONTENT REVIEW</b>	Dawn Dobie distributed copies of sample content review sheets for course prerequisites and advisories. She said that BC has standards for the basic skills courses, and the State has the CB21 rubric. The process involves faculty getting together and identifying skills students would be expected to know at the end of the prerequisite course and then rating the relevance of those skills. The SLO's of the prerequisite course could be copied for the skills. Dawn suggested that departments should consider adding reading and writing prerequisites to UC transfer courses in order to improve student success rates and help students progress through college. SGA rep Tocarra Byrd cautioned that adding prerequisites to courses may cause students to go elsewhere for courses. Discussion ensued regarding student success, prerequisites, and student preparation. A prerequisite does not guarantee a student will work hard, but it does ensure they have a minimum competency in the area. The committee agreed that the campus at-large will need to be educated about prerequisites and the content review process. Bill stated that the ratings of relevance correlate to whether the course is a prerequisite or an advisory. The committee needs to determine how the ratings of relevance numbers correspond with the mean ratings and research Title 5 regulations. There is a lot of information to absorb, and he hopes the committee can determine how to streamline the process and compile pertinent information regarding content review in one place.	It was suggested that a Content Review template be added as a link on the Conditions of Enrollment page in CurricUNET.  A subcommittee of Dawn Dobie, Sue Vaughn, Jennifer Johnson, and Billie Jo Rice will work out the details.
<b>ADJOURNMENT</b>		Meeting adjourned at 3:50 p.m.

:Janna Oldham