**Bakersfield College Curriculum Committee Minutes**

**Collins Conference Center**

**January 30, 2014**

Present: John Carpenter, Billie Jo Rice, Nan Gomez Heitzberg, Rebecca Mooney, Dawn Dobie, Emily Maddigan, Leslie Reiman, Kathy Hairfield, Creighton Magers, Nick Strobel, Qiu Jimenez, Sue Granger Dickson, Mike Harvath, Mike Daniel, Mark Staller, Brenda Nyagwachi, Liz Rozell, Jennifer Johnson, Arnie Andrasian, Moya Arthur, Kimberly Van Horne, Beth Rodacker, Paula Parks, and Edwin Barban.

Administrators Present: Sue Vaughn

1. Called to Order

Billie Jo Rice called the meeting to order at 2:35 pm.

1. Approval of Minutes

Minutes of December 5, 2013 meeting: corrections to be made: Kathy Hairfield and Brenda Nyagwachi were present. With corrections m/s Mike Daniel/Kathy Hairfield. Minutes approved by unanimous vote.

Minutes of November 21, 2013 meeting Corrections to be made: correction of spelling in section IX-D: Capehart. With corrections m/s Jennifer Johnson/Mike Daniel. Minutes approved by unanimous vote.

1. Reports
2. Co-Chairs’ Report
	1. Billie Jo Rice announced that Moya Arthur from Philosophy and Becky Mooney from English had joined the committee.
	2. The co-chairs held an emergency meeting with VP Gomez Heitzberg and President Christian in mid-December about courses that needed to be voted on before the end of the semester in order to be offered in Fall 2014. An emergency agenda was emailed to committee members over winter break, and members helped to evaluate courses that were under this deadline. President Christian was able to get a special KCCD trustees meeting called on December 16, 2013, and 55 courses were voted on. Several have been sent on for C-ID certification.
	3. Remaining submitted ADTs have been put on the first agenda.
	4. About 135 courses have received C-ID certification.
	5. John reported that all programs have been input into Curricunet.
	6. Billie Jo explained the “domino effect” that occurs as BC is required to submit courses to ASSIST before they can clear C-ID, and then follow with submission to ACCJC, with follow-up submissions to the federal government. These problems are being felt by campuses statewide.
	7. All work on pending ADTs must be completed by June 1, 2014.
	8. John reported on behalf of the Assessment Committee that
		1. While Curricunet had agreed to put course objectives into the online program (in addition to course SLOs), the company has been slow to enact this.
		2. Assessment of all course SLOs and Program PLOs needs to be done now if the assessments were not done in the fall.
		3. When only the SLOs are updated for a course, a complete curriculum committee review of the course is not required. Instead, the core group from the Assessment Committee that looks at SLOs will review the changes. Curricunet has an option for “Update SLOs” that allows users to initiate this process.
3. Opportunity to Address the Committee
	1. None
4. Additions to the Agenda
	1. Sue Vaughn explained that the Curriculum Committee had previously voted to remove repeatability from ACDV 281, 281A, 281B, and 281C. These are courses that allow students to take advantage of tutoring on campus and are noncredit courses, so Sue explained that they should be allowed to be repeatable.
		1. m/s Mark Staller/Mike Daniels to add this vote to the agenda.
		2. m/s Mike Daniel/Arnie Andrasian to change ACDV 281, ACDV 281A, ACDV 281B, and ACDV 281C from non-repeatable to repeatable effective immediately. The motion carried unanimously.
5. Unfinished Business
	1. TMC Update: Michelle Pilati from the State Academic Senate did a flex workshop on ADTs in early January that was very helpful. The PowerPoint of her presentation will be uploaded to the Curriculum Committee website. Once a degree is vetted, BC has 18 months to enact the new degree, or the school loses the ability to offer that and it’s local degree. Billie Jo recommended that BC faculty participate in Discipline Input Groups (DIGs) at the state level as new CID descriptors are formed. Ms. Pilati recommended that BC review the Liberal Arts degree.
	2. High Unit Justification: discussion delayed.
6. New Business
	1. Student Education Plan (SEP): The SEP is part of the student success legislation that passed at the state level last year.
		1. Only 14% of BC students currently file an education plan (the state average is 20%). From now on, state funding will be tied to the number of students who have SEPs on file.
		2. About $800,000 from the state will be available to fund workshops and summer bridge programs to help more students to create SEPs. Sue Granger Dixon is working with a committee to figure out a way to enact this.
		3. The new law says that new students won’t be able to register unless they have an abbreviated (two semester) ed plan on file. This is supposed to start in summer 2014.
		4. If a student has a large number of units or is on second semester probation, and that student loses financial aid, he or she must file an appeal.
		5. Veterans must have a major and an educational plan. They will be reimbursed only for courses on the ed plan.
		6. Everyone is hoping that MyDegreePath (formerly called DegreeWorks) can help with this.
	2. Student Success & Support Program: The state legislature has mandated that community college students complete three components: an orientation, an assessment, and creation of at least an abbreviated (2 semester) educational plan. After the students have completed 15 units, they must create a comprehensive educational plan (60 units over 4 semesters).
		1. These requirements will go into effect for new students in summer 2014.
		2. The state has not provided guidelines for these changes yet.
		3. Reimbursement from the state will be tied to the percentage of students who meet the goal of having all 3 components (orientation, assessment, ed plan) in place. Dr. Christian has set a goal of having 100% of new students completing the three components.
		4. Educational pathways: Disciplines were asked to create two year plans for their areas for all degrees and certificates. These will include required courses for the major and suggestions for CSU breadth or another General Education pattern. These may be put into MyDegreePath in the future to assist students in planning their path at BC. Mark Staller suggested that departments work on degree paths at department meetings to gain more feedback about suggested courses for Student Educational Plan for area degree. Billie Jo suggested working on CSU Breadth and IGETC pathways and using as many courses that have C-ID standing as possible. Billie Jo will continue to update the list of local C-ID courses.
7. First Agenda
	1. Three courses were listed to be reviewed: ENGL B41A, ENSL B31, and ENSL B80. Three pairs of volunteers offered to look over the courses.
8. Second Agenda
	1. m/s Nick Strobel/Sue Granger Dixon to approve the course revisions listed on the agenda. The motion carried unanimously.
	2. Under New Programs, eliminated GE status of CRIM B9 for Associate in Science Administration of Justice for Transfer; m/s Sue Granger Dixon/Mark Staller moved to approve this degree with above change and to approve the new Associate in Science in Mathematics for Transfer. Motion carried.
	3. Pending courses: Billie Jo explained that courses related to ADTs will remain on the agenda until they are ready to approve so that the committee can move quickly to approve them at the appropriate time.
	4. Billie Jo asked members to remind their department colleagues to keep watching the C-ID page as well as the State Academic Senate page for updates. She also asked that members encourage their colleagues to participate in state-level committees where planning for and changes in curriculum are occurring.
9. Good and Welfare Concerns
	1. Edwin Barban announced that the SGA is promoting a Student Success Resource Fair (formerly Grow and Go) on February 11, 2014. He encouraged departments to participate. It will run from 10 am-3 pm and be held in the Fireside Room.
10. Adjournment
	1. The meeting adjourned at 4:10 pm.