**Subject: Curriculum Committee Minutes**

**Date: 2-27-14**

**Chairs:** B.J. Rice, J, Carpenter, N. Gomez-Heitzberg

**Administrators in Attendance**: Sue Vaughn, Sue Granger-Dickson

**Members in Attendance:** Lindsay Ono, Kathy Hairfield, Emily Maddigan, Leslie Reiman, Creighton Magers, Sean Caras, Paula Parks/Becky Mooney, Beth Rodacker, Brenda Nyagwachi, Qiu Jimenez, Carl Dean, Brent Damron, Dawn Dobie, Arnie Andrasian, Mike Daniel, Nick Strobel, Edwin Borbon

**Motion: Approval of minutes from February 7th and January 30th meetings.**

Moved: Lindsay Ono Seconded: Dawn Dobie

Motion Approved: Lindsay Ono, Kathy Hairfield, Emily Maddigan, Leslie Reiman, Creighton Magers, Sean Caras, Paula Parks/Becky Mooney, Beth Rodacker, Brenda Nyagwachi, Qiu Jimenez, Carl Dean, Brent Damron, Dawn Dobie, Arnie Andrasian, Mike Daniel, Nick Strobel, Edwin Borbon

Motion Opposed: None

Abstentions: None

Motion Passed.

It was decided for the committee to take more time to review the minutes from February 13th meeting and approve at the next meeting.

**Chair Reports**

Billie Jo Rice mentioned that the catalog is due soon and wanted the committee to consider a way to front load courses into CurricUNET which would assist in cleaning up the catalog. Sue Granger Dickson stressed the importance of the catalog being correct and that any updates be in the catalog and not added as “addendums” to the online catalog. Students have a difficult time navigating the online catalog. It was suggested that giving dept. chairs and lead faculty in departments a timeline to expedite the process. Dawn Dobie wondered if there was a way to provide “flags” to assist with revisions/course renewals. The CID process has possibly delayed us and caused distractions in this area for the curriculum committee. Brent Damron mentioned that our committee has been caught up in the tyranny of the urgent and focusing on what the state dictates to us. Sue Vaughn mentioned the idea of moving up the Program Review process to earlier dates, which may help with this problem.

Billie Jo Rice updated the committee on the status of the proposed baccalaureate Degree – CTE at Bakersfield College. There is a meeting on Monday, March 3rd to discuss this proposed legislation. Nursing wants to be considered as our first department at Bakersfield College to do this. Other departments interested include Ag Business and Culinary Arts. Kathy Hairfield and John Carpenter mentioned that CSUB is behind this happening. CSUB nursing is impacted and cannot meet the demands of students. Lindsay Ono mentioned that there could be an impact / effect on departments due to potential upper division GE courses to be taught. We may also see an increase of out of area / out of state enrollment.

**Opportunity to Address the Committee**

Pam Boyles, Dept. Chair from the English Dept. thanked the committee for their hard work and wanted to address a meeting that was called a few weeks by Nan Gomez-Heitzberg related to high unit courses. Pam Boyles understands that this issue is being driven by the state and indirectly by the curriculum committee. In a meeting related to the re-design of English IA from 4.0 units to 3.0 units the English Department wrote a statement on this issue and presented it to the Curriculum Committee by Pam Boyles (See below ) -

**“On February 19, 2014 the English Department met to discuss the redesign of English 1a as a 3-unit course and concluded with the following motion: “Under protest and with great reluctance, we agree to the re-design of a 3-unit English 1a.”**

Pam Boyles also expressed concerns about whether or not the Fall Schedule will reflect the unit change before students begin registering in April. Sue Vaughn shared that it will not reflect the change. Pam Boyles asked how she was expected to load her faculty and their SAS, and is also concerned how this will affect students and their scheduling of classes for the fall semester. Sue Vaughn posed the question if we could speed up the process of the board passing the change sooner. Nan Gomez-Heitzberg asked if we could ghost the courses the first day of registration (April 9th) and then make the courses available after the April 10th Board meeting. Pam Boyles wanted to know if we could make a request of the board to consider approving the changes at the upcoming March meeting. Dawn Dobie wanted to know if we could schedule English 1a as a 4 unit course for one more semester. This would affect ADT’s already approved. It was also asked if we could push back the start of registration by 1 week to Monday, April 14th. This is the week of spring break. Sue Granger Dickson expressed her concerns over this idea and is worried that there would not be enough support to help students with the registration process. One advantage of making this change is that it would allow high school students to complete the matriculation process.

Jeannie Parent, Depart Chair of ENSL addressed the committee and provided some explanation regarding ENSL B31 and ENSL B85. The committee had questions regarding ENSL B31, whether it meets the criteria for a general education transfer course. The committee had questions regarding ENSL B85 and desired further discussion about the level of the courses below collegiate level and campus resources. Jeannie Parent shared that students enroll in the course ENSL B31 due to a lack of confidence and that they benefit from the class and allow them to become prepared for ENG 1A. Many international students enroll in the course. Beth Rodacker who teaches the class also spoke regarding the importance of the courses. Nan Gomez-Heitzberg asked the question if the course is taught and considered a “literature” class? Jeannie Parent understands the concerns of the committee and said that the course can be re-designed. It was mentioned that the course is similar to a class at Fresno State (Linguistics). She also mentioned that ENSL students want to stay in ESL courses as long as possible. Billie Jo Rice asked the question that if it is a transfer level course should it be alongside other transfer level courses. A request was made of the ENSL dept. to bring back some data to the committee regarding the importance of the course and its role in retention and success rates of students before a decision is made regarding the course.

The discussion ENSL B85 – Nan Gomez Heitzberg mentioned that we want to meet students wherever they are and asked the question of Jeannie Parent “if there have been discussions regarding how we can meet students’ needs besides a 16 week course”? Jeannie Parent shared that the writing center has been very helpful and that “SI” has been brought in as well to assist students. Nan Gomez Heitzberg also asked about a potential “late start of ESL classes”? Jeannie Parent also talked about an International Student Boot Camp.

**Additions to the Agenda – None**

**Unfinished Business**

**Ongoing Training –** The program review committee requested that the committee look at the curriculum review form submitted to assist in program review. Sue Granger Dickson felt it was an excellent addition to the program review process. Electronic copies were sent out to members and they were asked to take it back to their departments for review.

**High Unit Course Justification Form –** a few items have been changed on the front portion of the form. The goal of the front portion of the form is to stimulate and start discussion. The actual form is on the back. Qui Jimenez questioned if the form was really necessary? She stated that faculty are emotional about this topic and is it not just easier to tell departments that this state mandated? Billie Jo Rice stated that this form helps level the playing field and allows people to see what is going on at other institutions around the state.

**Motion to Approve High Unit Course Value Form**

Moved: Sue Granger Dickson Seconded: Kathy Hairfield

Motion Approved: Lindsay Ono, Kathy Hairfield, Emily Maddigan, Leslie Reiman, Creighton Magers, Sean Caras, Paula Parks/Becky Mooney, Beth Rodacker, Brenda Nyagwachi, Qiu Jimenez, Carl Dean, Brent Damron, Dawn Dobie, Arnie Andrasian, Mike Daniel, Nick Strobel, Edwin Borbon

Motion Opposed: None

Abstentions: None

Motion Passed.

**First Agenda - Course Revisions**

Art B6 – Acrylic Painting 1 & Auto B112 – Assigned to Team A to Review (Lindsay Ono and Brent Damron)

**Motion to Approve Second Agenda Course Revisions**

Moved: Sue Granger Dickson Seconded: Nick Strobel

Approved: Lindsay Ono, Kathy Hairfield, Emily Maddigan, Leslie Reiman, Creighton Magers, Sean Caras, Paula Parks/Becky Mooney, Beth Rodacker, Brenda Nyagwachi, Qiu Jimenez, Carl Dean, Brent Damron, Dawn Dobie, Arnie Andrasian, Mike Daniel, Nick Strobel, Edwin Borbon

Opposed: none

Abstentions: Arnie Andrasian

Motion Passed.

**Motion to Approve Course Deletions**

Moved: Lindsay Ono Seconded: Nick Strobel

Motion Approved: Lindsay Ono, Kathy Hairfield, Emily Maddigan, Leslie Reiman, Creighton Magers, Sean Caras, Paula Parks/Becky Mooney, Beth Rodacker, Brenda Nyagwachi, Qiu Jimenez, Carl Dean, Brent Damron, Dawn Dobie, Arnie Andrasian, Mike Daniel, Nick Strobel, Edwin Borbon

Motion Opposed: None

Abstentions: None

Motion Passed.

**Motion to Approve New Programs**

Moved: Brent Damron Seconded: Lindsay Ono

Motion Approved: Lindsay Ono, Kathy Hairfield, Emily Maddigan, Leslie Reiman, Creighton Magers, Sean Caras, Paula Parks/Becky Mooney, Beth Rodacker, Brenda Nyagwachi, Qiu Jimenez, Carl Dean, Brent Damron, Dawn Dobie, Arnie Andrasian, Mike Daniel, Nick Strobel, Edwin Borbon

Motion Opposed: None

Abstentions: None

Motion Passed.

**Motion to Approve Program Modifications**

Moved: Nick Strobel Seconded: Sue Granger Dickson

Motion Approved: Lindsay Ono, Kathy Hairfield, Emily Maddigan, Leslie Reiman, Creighton Magers, Sean Caras, Paula Parks/Becky Mooney, Beth Rodacker, Brenda Nyagwachi, Qiu Jimenez, Carl Dean, Brent Damron, Dawn Dobie, Arnie Andrasian, Mike Daniel, Nick Strobel, Edwin Borbon

Motion Opposed: None

Abstentions: None

Motion Passed.

**Motion to Approve Program Deactivations**

Moved: Creighton Majors Seconded: Sean Caras

Motion Approved: Lindsay Ono, Kathy Hairfield, Emily Maddigan, Leslie Reiman, Creighton Magers, Sean Caras, Paula Parks/Becky Mooney, Beth Rodacker, Brenda Nyagwachi, Qiu Jimenez, Carl Dean, Brent Damron, Dawn Dobie, Arnie Andrasian, Mike Daniel, Nick Strobel, Edwin Borbon

Motion Opposed: None

Abstentions: None

Motion Passed.

Meeting Adjourned.