

## Bakersfield College Curriculum Committee Minutes

Meeting on January 25, 2018

I. **Call to Order** by Jennifer Johnson at 2:31 PM

**Chairs in Attendance:** Jennifer Johnson, Erica Menchaca, Billie Jo Rice

**Members in Attendance:** Laura Luiz, Lisa Harding, Mark Osea, David Meyers, Stephen Tavoni, Mustafa Barraaj, Michelle Pena, Brynn Schock, Nick Strobel, Jamal Wright, Christine Harker, Christine Harker, Misty Stowers, Jacy Hill, Kris Tiner, Sara Palasch, Bryan Russell, Carl Dean, Creighton Magers, Shane Jett, Patrick Aderhold, Marisa Marquez, Lindsay Ono

II. **Review and Approval of the Minutes**

### Review and Approval of the Minutes

A. m/s Nick Strobel/ Patrick Aderhold To approve the 11/30/17 Minutes

Voice vote for approval: Laura Luiz, Lisa Harding, Mark Osea, David Meyers, Stephen Tavoni, Mustafa Barraaj, Michelle Pena, Brynn Schock, Nick Strobel, Jamal Wright, Christine Harker, Christine Harker, Misty Stowers, Jacy Hill, Kris Tiner, Sara Palasch, Bryan Russell, Carl Dean, Creighton Magers, Shane Jett, Patrick Aderhold, Marisa Marquez, Lindsay Ono

Abstentions: None

Motion Passed

B. m/s Lindsay Ono/Nick Strobel To approval Virtual Meeting Minutes from Winter 2017 with the addition of the date the Vote Closed

Voice vote for approval: Laura Luiz, Lisa Harding, David Meyers, Stephen Tavoni, Mustafa Barraaj, Michelle Pena, Brynn Schock, Nick Strobel, Jamal Wright, Christine Harker, Christine Harker, Misty Stowers, Jacy Hill, Kris Tiner, Sara Palasch, Bryan Russell, Carl Dean, Creighton Magers, Shane Jett, Patrick Aderhold, Marisa Marquez, Lindsay Ono

Abstentions: Mark Osea

Motion Passed

C. m/s Patrick Aderhold/ Stephen Tavoni To approve Summer 2017 E-Vote Minutes

Voice vote for approval: Lisa Harding, David Meyers, Stephen Tavoni, Mustafa Barraaj, Michelle Pena, Jamal Wright, Christine Harker, Christine Harker, Misty Stowers, Jacy Hill, Kris Tiner, Sara Palasch, Bryan Russell, Carl Dean, Creighton Magers, Shane Jett, Patrick Aderhold, Marisa Marquez, Lindsay Ono

Abstain - Mark Osea, Nick Strobel, Bryn Schock, Laura Luiz

Motion Passed

III. **Reports: Co-Chairs, Articulation Officer, and Assessment Co-Chair Reports**

A. Articulation Office Report- Mark Osea- C-ID expired courses need to be resubmitted as new courses. List was emailed to Nick Strobel for accreditation. Articulation Officers will submit

courses to state to get reasons for expirations for each course. For example, TCSU 2013 automatic expiration data. List will be emailed to Jennifer and it will be posted on Curriculum Site. Working with Dean Rice to get a process for ADT course substitutions.

- B. Assessment Co-Chair Report - Dean Rice as Admin Co-Chair for Assessment. Initial assessment numbers were low. Assessment Committee has IEPI grant. Goal, for accreditation, is to have 100% of SLO assessments turned in for 16-17 and 17-18. As we change to eLumen, 8 users are mapping and entering assessment data. We are now at 78%. A course clean-up needs to be done in eLumen to reflect the current courses. By April, the 17-18 assessment data can be entered as training will be offered. Di and Billie Jo presented PARR in relation to SLO Assessment at Spring Opening Day, Plan-Assess-Reflect-Refine. Emails for Assessment Data requests went out to Chairs and Deans.
- C. Curriculum Co-Chair Report – Meeting Location change for Spring Semester, Collins Conference Center for most meetings, but SGA Boardroom otherwise. Website updated for Curriculum, mostly organizational changes and the update of the Content Review document. Jennifer shared the document and asked for feedback. - Prerequisite, Corequisite, Advisory may need to be defined, either through a handbook or guide or posted document on Curriculum website. Michelle Pena explained that Prerequisites and Corequisites can be enforced in Banner. Corequisite courses can only be dropped through A&R, not by faculty. Student can drop from both courses in Banner. There is a difference between concurrent and corequisite courses. Advisory is not enforceable in Banner. Request to change circles in item 1 on the form to checkboxes and add a line/space for C-ID number. Content Review for Reading, English, and Math must go through Dr. Kimberly Bligh, Chair of Academic Development. AB705 may influence corequisites. We are moving to Banner 9 July 2018. Checklist for eLumen is updated. Transition timeline and training materials for eLumen test site posted to Curriculum website. Program Template updated. Step Sheet Review Workflow is on Curriculum website. Level 4 is where the curriculum committee members must review and only one person from the assigned team needs to submit the review. March 1<sup>st</sup> eLumen will be live for course submission/reviews. There will be a notification system in place by then. There is a list of courses and programs left over from Fall 17 on the Curriculum website. For those courses and programs only, the committee will use a paper process. New effective date for courses is Summer 19. Program submissions through eLumen will start in Fall 18. Courses and Programs from “paper process” Fall 17 need to be transferred to eLumen. Chairs open to suggestions and ideas. Deletions need to be done by eLumen personnel until eLumen goes “live”. Assessment and Curriculum need to plan the details of the paper process transition to eLumen. CTE SCAN competencies did not come with eLumen because it is not required, as of yet. ENGL 25B is transferrable effective 17-18. Mark and/or Marisa track the CSU transferability as it is local process. C-IDs can have conditional approval, ADTs can have course substitutions until programs submit program modifications. Curriculum tracker spreadsheet for Fall 2017 paper process submitted courses and programs is on the website.

#### **IV. Opportunity to Address the Committee**

Nick Strobel – Presentation on Standard IIA. Instructional Programs (for Accreditation)

**V. Additions to the Agenda**

None

**VI. Unfinished Business**

None

**VII. New Business**

None

**VIII. First Agenda**

AODS B1 \*T, AODS B2 \*T, AODS B3 \*T

\* Requesting DE approval

T requesting transfer consideration