**Bakersfield College Curriculum Committee Minutes**

Meeting on October 18, 2018

* **Call to order** by Jennifer Johnson at 2:36 pm. Quorum met
  + **Chairs in Attendance**: Billie Jo Rice, Jennifer Johnson, Erica Menchaca
  + **Members in Attendance**:
  + Karin Young-Gomez, Kimberly Bligh, Matt Riley, David Koeth, Elenora Hicks, Lynn Krauss, Michal Korcok, Pat Aderhold, Shane Jett, Christine Harker, Sarah Palasch, Duane Anderson, Laura Luiz, David Meyers, Bryan Russell, Marisa Marquez, Daniel Escobar, Angelica Vasquez, Nick Strobel, Brynn Schock, Mark Osea, Brent Wilson, Rich McCrow, Jennifer Achan, Edie Nelson, Linda Allday
  + **Guests in Attendance:** Rebecca Bumpous
* **Review and Approval of the Minutes**
  + m/s: David Koeth and Brynn Schock to approve the minutes. Correction from 10/4/18 to the minutes.
  + Voice vote for approval: Karin Young-Gomez, Kimberly Bligh, Matt Riley, David Koeth, Elenora Hicks, Lynn Krauss, Michal Korcok, Pat Aderhold, Shane Jett, Christine Harker, Sarah Palasch, Duane Anderson, Laura Luiz, David Meyers, Bryan Russell, Marisa Marquez, Daniel Escobar, Angelica Vasquez, Nick Strobel, Brynn Schock, Mark Osea
  + Voice vote for opposed: None
  + Abstentions: None
  + Motion: Passed
* **Reports: Co-Chairs’, Articulation Office, and Assessment Co-Chair Reports**
* Co-Chairs – Jennifer Johnson -If you are having problems reviewing in eLumen let us know. We realize there are going to be issues with the new process. David Koeth would like a temp save button so you can come back. Jennifer Johnson mentioned some areas are hard wired. More training will be coming. AB 705 is heavily entrenched and we need to be cognizance of it. Our process will stay the same but we hope to get courses reviewed soon to comply with the law. David Meyers asked about the difference between corequisite and separate labs. Jennifer worked with Shane Jett on ENGL courses to be similar to the way the math courses are being created for consistency. There are Banner processes being designed for placement by GPA. Michael thinks it may be confusing to students and has concerns regarding placement and being pushed into something they don’t want to register for. English implements will begin in spring and math in fall. These changes should not affect ADT unit counts. The District is working on an algorithm for placement and maybe ready by the end of October. Jennifer mentioned at Academic Senate that they were wanting to form a GE Task Force. Academic Senate will put out the call for representation. It will be an e-board vote for members.
  + DE-The team process –has been meeting since the beginning. They have a checklist that is posted on the website. Examples on the checklist are if the course has software and equipment necessary. eLumen’s example isn’t enough. Class size needs to be addressed. Nick asked if the accessibility statement could be changed. Many feel the statement needs to be updated in eLumen. From this point on please use a better statement.
* Articulation Officer – Mark Osea- Course objective comments are made because of the COF are for the submission process. Objectives are skills, SLO’s are overarching and general. If you submit a revision be aware that his comment may be requesting more information. You may want to scale back on SLO’s but not objectives. With C-ID descriptors need to meet the bare minimums.
* Assessment Co-Chair – Brent Wilson-Brent continues to have the Assessment Committee review courses. They have over 100 courses on their list to review. They are planning to start reviewing Program Review Assessment Reports to be completed by the end of the year. We are planning a project on ILO #2 with Di Hoffman to see how our students are doing. The committee is asking for volunteers. We have a Learning Outcome Review check list for the review process. There is a clarification on objectives and learning outcomes. Document will be posted on the Curriculum and Assessment website.

* **Opportunities to Address the Committee-** none
* **Additions to the Agenda –**Revised Approval list posted.
* **Unfinished Business-**none
* **New Business-**
* Handbook updates-Michael Korcok’s handout listed 5 suggestions to review and give feedback for the next meeting. Co-chairs will review the handbook at the end of each semester for updates and later a yearly review. As it is now it is at e-board for approval. Jennifer said to refer questions to the Assessment Committee regarding creation of SLO’s/PLO’s and the DE information will be added to the handbook. Nick would like everything in the handbook.
* **First Agenda** 
  + See attached list- Jennifer would like a team for programs instead of reviewing them on the screen during meetings. Most program issues are unit counts and naming. She is asking for volunteers as there are eight programs on the agenda. Please let me know. Jennifer said requested changes go back to the originator, changes are made, and remove request. Move all back to first agenda except Deletions.
* **Second Agenda-**
  + See attached list. Additions to the agenda (teams) will go above. Michael Korcok would like a person to come discuss AB705.
  + Two courses that are requesting deletions

WTRT B61

WTRT B62

m/s Mark Osea and Michael Korcok

Voice vote for approval: Karin Young-Gomez, Kimberly Bligh, Matt Riley, David Koeth, Elenora Hicks, Lynn Krauss, Michal Korcok, Pat Aderhold, Shane Jett, Christine Harker, Sarah Palasch, Duane Anderson, Laura Luiz, David Meyers, Bryan Russell, Marisa Marquez, Daniel Escobar, Angelica Vasquez, Nick Strobel, Brynn Schock, Mark Osea

Voice vote for opposed: None

Abstentions: None

Motion: Passed

* **Good and Welfare**
* **Adjournment**
  + Jennifer Johnson adjourned the meeting at 3:55 pm.
  + Next Meeting: November 1, 2018
  + Respectfully submitted