

**College Curriculum Committee
Meeting Minutes
Tuesday, October 21, 2014
2:02 p.m. - 3:32 p.m.
President's Conference Room**

<u>Item</u>	<u>Discussion</u>
1. Minutes: October 7, 2014	Minutes as written M/S (Armstrong/MacNeil) Approved.
2. Announcements: a. New Course Proposals b. Notification of Proposed Prerequisites/ Corequisites	Speaker: Isaac Escoto a. New course proposals were introduced. Please share with your constituent groups. b. Notification of the new or changed requisites. Please share with your divisions. PSME is looking at removing the physics portion of the prerequisite for PHYS 4A and instead make previous physics courses as an advisory.
3. Consent Calendar a. Stand Alone Forms	Speaker: Isaac Escoto The legislation that gave us permission to locally approve Stand Alone courses had a sunset date of January 1st this year. Unfortunately, we have also not received any direction from the state as to how these courses should be submitted. Until we receive direction from them, we will continue to complete our local Stand Alone forms so we have a record of action. It was requested that we pull the HLTH course Stand Alone forms from the Consent Calendar until such time that the program creation documentation can be completed with PaRC.
4. New Program Application: Certificate of Achievement, Personal Trainer	Speaker: Don MacNeil, Lauren Hickey This is one of the first programs to complete the new campus Program Creation Process. Comments made by the members that this looks like a great program. Please take the narrative back to your constituency groups for feedback. This will be an action item on the next meeting.
5. Strengthening Student Success	Speaker: Isaac Escoto, Andrew LaManque Brief recap of time spent at the Strengthening Student Success conference. Discussion about the importance of keeping up to date with current accreditation standards. Discussion about how data shows that high school performance and previous coursework are better predictors of success than placement testing. More conversation about these topics to follow.
6. Hybrid Courses	Speaker: Isaac Escoto Currently, there is no distinct process or indicator on the outline or in Banner to express a limit to how much of a course may be taught online. There is some concern that some departments would like to be able to limit the amount of course hours that could be done online. It was suggested that we should publish or maintain the distance learning info in such a way that every faculty member teaching that course is teaching to the same standard. It was shared that some students avoided online/hybrid courses this summer as they were frightened of the format. Reference to the COOL Committee having documented a definition for "hybrid".
7. GE Application Follow-Up	Speaker: Isaac Escoto Some sub-committees, while reviewing applications, have requested further information from the course author to complete their review. We still have some applications for which the faculty did not respond. How long do we hold

	<p>those applications before they are no longer kept in the queue? The committee felt that the authors should have the current year for submission and that we would use the same due dates for GE applications as the curriculum due dates. That would mean that all local GE applications be turned in to the Instruction Office by December 5, 2014 for the Summer 2015 Catalog. Please discuss with your constituents and bring feedback next meeting.</p>
<p>8. Working Topics for 2014-15</p>	<p>Speaker: Isaac Escoto CCC considered a list of items for which we might focus this year. The items that the group thought should have priority: local GE streamlining, Hybrid courses, high school articulation, cross-listing courses and the pass/no pass publication issue. Information about faculty looking at a possible First Year Experience program in the future. Discussion about how a GE pathway might be incorporated into FYE. Armstrong suggested that this might be an appropriate topic for which a subcommittee could be created to explore the ideas and directions that we could pursue.</p>
<p>9. Senate Resolution Draft</p>	<p>Speaker: Isaac Escoto Attention was drawn to the Senate resolution about leadership curriculum, as the leadership program had come through CCC Winter of 13.' At the time CCC approved the program, it had not gone through the current program creation process. It is doing so at the moment. Academic Senate was informed that moving forward, the curriculum for the updated program is being worked on.</p>
<p>10. Report Out from Divisions</p>	<p>PSME: Working on Honors courses: CHEM and MATH. BH: The Geriatric care courses represented by the Stand Alone forms on this agenda, are strongly supported by the division. Horowitz will be informed that the committee would like to wait until the program creation process has been completed to see if these courses should be submitted as "temporarily stand alone" or the forms corrected and resubmitted as "permanently stand alone."</p>

Attendees: Kathy Armstrong (PSME), Rachele Campbell (BH), Isaac Escoto (Faculty Co-Chair), Marnie Francisco (PSME), Hilary Gomes (FA), Brenda Hanning (BH), Robert Hartwell (FA), Lauren Hickey (KA Faculty guest), Kurt Hueg (Dean, BSS), Kay Jones (LIBR), Chris Ju (ASFC Student), Andrew LaManque (AVP Instruction, Administrator co-chair), Don MacNeil (KA), Lety Serna (CNSL), Paul Starer (Dean, L A), Kella Svetich (L A), Lan Truong (CNSL)

Minutes Recorded by: C. Nuñez