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Curriculum Committee Meeting

Friday, October 2, 2015

Tower (Room T-850), 1:00 PM—3:00 PM

Present: Anne Agard\*; Vina Cera\*; Iolani Sodhy-Gereben; Laura Bollentino\*; John Reager\*; Rebecca Bailey; Lilia Celhay\*; Steven Zetlan\*; Pinar Alscher\*; Meryl Siegal\*; Denise Richardson; Peter Brown\*; Phillippa Caldeira\*;

*Absent: Donald Moore\*; Laura Gomez-Contreras\*; Heather Sisneros; Peter Crabtree; Mildred Lewis; Chuen-Rong Chan; Phoumy Sayavong; Daniela Nikolaeva Pachtrapanska\*;*

**Guests:** Rosendo Del Toro Solis; Amy Bohorquez; Lisa Cook; Michael Jay

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| **AGENDA ITEM** | **SUMMARY OF DISCUSSION and DECISIONS** | **FOLLOW UP ACTION and RESPONSIBLE PARTY** |
| **CALL TO ORDER** | 1:00—Establish note-taker  Iolani for this meeting |  |
| **Public Announcements** | 1:05—Public announcements   * Request--meeting with cc (maybe a retreat); creating guidelines/rules; classes are ready to be to be evaluated to the curriculum committee;   + open to the public; 5th Friday process meeting. Will happen on the 30th * Dean and dept chair of HUMAN will meet to develop a plan for the courses in transition   1:15—Approval of minutes   * Confusion over motion in last minutes; will state it was approved (motioner unsure) * Clarification on Amy's suggestion of larger dept splitting between 3 years.   + The dept be given the option of how to divide * Change shepherd to faculty peer mentor * Faculty Senate--approval not yet for new members   + add who is a member in attendance (asterisks) * Shepherds expressed interest; must turn in a written letter of interest   + 1st John; 2nd Pinar; approved uni. * Regional meeting--Friday, Nov 13, 2015; Call for members to attend   <http://www.asccc.org/events/2015-11-13-173000-2015-11-13-233000/fall-2015-curriculum-regional-meeting-north>  Fall 2015 Curriculum Regional Meeting (North)  Event Date: November 13, 2015 - 9:30am to 3:30pm  Location: Solano College, Fairfield  Deadline to Register/Application Deadline: November 9, 2015  The Curriculum Committee is pleased to announce that the Academic Senate for California Community Colleges is once again partnering with the California Community Colleges Chancellor’s Office to hold Curriculum Regional meetings. The North meeting will be at Solano College in Fairfield.  The morning will consist of updates on the latest news on from both the Chancellor’s Office and the Academic Senate on statewide curriculum issues, including the PCAH, C-ID/ADTs, and the UC Transfer Pathways. The afternoon will consist of breakout sessions covering a variety of topics ranging from curriculum basics, distance education and curriculum in light of the Workforce Task Force recommendations to a special training session on the Curriculum Inventory especially designed for curriculum specialists. We encourage you to bring a team of curriculum chairs, senate presidents, articulation officers, curriculum specialists, and administrators so that your college curriculum team can gather as much information as possible.  The programs will run 9:30 to 3:30. Registration is required and the deadline is November 9. |  |
| **CURRICULUM REPORTS** | 1:25—Committee announcements:   * Tech reviewer roles   + tabled * Curricu-camp schedule   + tabled   1:30—Progress Reports (Discussion and Possible Action):   * Support for Section #3 of Program Review (Annie and Iolani)   + tabled * DE representation on the curriculum committee (Lilia)   + tabled * Subcommittee on handbook and website (Pinar)   + In process of copying. * Group A curriculum review (Annie, Vina, Pinar)   + tabled * Motion on post-CIPD transparency (Annie)   + Discussion of log earlier * META conversion (Amy)   + Sandbox; courses over; can't finish until we hear from Merritt; still shooting for mid Oct; live testing * Google Docs Walk-Around (Annie)   + tabled   1:55—Strategy for Group C curriculum reviews not completed last year  tabled  2:15—Procedure for proposals sent back from committee (Steve)  tabled  2:25—New oversight of Science, Social, Language Arts and Liberal Arts degrees (Lilia)  tabled |  |
| **ITEMS: Programs and Courses** | None |  |
| **Catalog Issues** | Catalog issues   * local approval process; laid out the multiple steps of where curriculum goes through for approval; ex. AAT PHIL; depending on when the BOT date; * Catalog process--looked at it by depts; * Process should begin sooner; learning experience; errata being created; regular mtg set up with Lilia; CC chairs; AO; CS; * Should make sure as members change; people are informed of the catalog roles and processes * SLOS and PLOS listed * Motion: when curriculum changes occur at State, need to come on this floor;   + log of what is moved at State   + log of what is currently at State * Motion: every agenda template includes status report of courses and programs that have approved by this committee; 1st Laura; 2nd Pinar; approved uni. * Motion: CC chairs will consult with VPI and VPSS to provide leadership for training and orienting all faculty /administrators on curriculum process at the beginning of each semester. 1st Laura 2nd Steve; approval uni * Peter--official Parliamentary member |  |
| **Program Review Evaluations** | 1:50—Program Review Evaluation (Annie, Rebecca, Heather)   * Validated: members of cc will look over section 3 #1 to make sure it is corrected; in order to make sure the document is valuable information; signing off;   + way to be accountable and transparent ; in process (plan) or proficient (80 or greater); next level deans; consequences if not passing; question of what people who get proficient receive (bonus); issue of being expected to focused to doing everyone at once; versus 3 year cycle |  |
| **Integration of SLOs and COR** | 2:05—Integration of SLOs and COR:   * Amendment to committee resolution (Annie) * How-to-Demonstration (Rebecca and Heather)   + no space right now; no place for narrative; easier way to do it; assignment listed in assessment method section; issue are faculty properly assessing SLOs to ILOs; list all assignments that pertain to SLOs; grade should be clear to students in connection to SLOs and assignments   + Discussion on ways to help the SLOs process; supposed to assess to improve but assess to assess; template for syllabi; SLOs should be in all syllabi according to ACCJC; |  |
| **ADJOURNMENT** |  |  |