

# Minutes

Campus Center Conference Room  
September 6, 2011

**PRESENT:** R. Sanchez, M. Pauley, G. Arevalo, M. Zavala, D. Newcomb, C. Mansfield, M. De la Rocha, T. Suel, P. Sezzi, R. Koerner, S. Bricker, M. Bowen, H. Kim, K. Peinado, H. Dalton, A. Gonzales,

**GUEST:** M. Conway

- **APPROVAL OF MINUTES: May 3, 2011:** A motion to approve the meeting minutes from May 3, 2011 was made by Peter Sezzi and seconded by Mayo De la Rocha. The meeting minutes were unanimously approved.

## SECTION ONE:

### REQUIRING COMMITTEE ACTION

#### I. Curricular Proposals for Approval

##### A. Credit Courses: Second Reading

###### 1. New

###### 2. Revise

T=Title (substantial); U=Units, H=Hours (increased); P=Prereq, C=Coreq (substantial);  
D=Description (substantial); F=Fees (required); R=Repeat (added or increased)

###### 3. Prerequisite(s)/Corequisite(s)/Recommended Preparation

###### 4. 88s and 89s

###### 5. Distance Education

##### B. Degrees, Certificates and Awards (new programs, deleted, and substantial revisions): Second Reading

**C. Credit Courses: First Reading**

1. New

2. Revise

T=Title (substantial); U=Units, H=Hours (increased); P=Prereq, C=Coreq (substantial);  
D=Description (substantial); F=Fees (required); R=Repeat (added or increased)

3. Prerequisite(s)/Corequisite(s)/Recommended Preparation

4. 88s and 89s

5. Distance Education

**D. Degrees, Certificates and Awards (new programs, deleted, and substantial revisions): First Reading**

**E. Noncredit Courses**

**F. Study Abroad/International Education**

**SECTION TWO:  
COURSE AND PROGRAM INFORMATION ONLY—CONSENT AGENDA**

**II. Curricular Activity: Technical Action**

**A. Delete (Remove from catalog)**

**B. Technical Revisions (Nonsubstantial Changes in Catalog)**

ID=Course Number; T=Title; U=Units; H=Hours; P=Prereq; C=Coreq; RP=Rec Prep; D=Description; F=Fees; FT=Field Trips; R=Repeat; Was=Formerly; Same as; RS=Record Symbol; Non-degree; TR=Transfer

**The following items are “fix-its” to course outlines and/or agenda for Fall 2011 based on further review. The comments below refer to the changes that were made during this review process:**

- DANC V30, V50A (Approved 11/2/10; Review change: RP-add ‘or’)
- ICA V03, V04 (Approved 11/30/10; Review change: FT-now ‘May be required’)
- KIN V10 (Approved 11/16/10; Review change: H-3 lec/lab)

***-“Fix-its” for the Fall 2011 semester were APPROVED.***

**The following courses include technical revisions effective Fall 2012:**

- AG V90 (U-was 1-4, now 1-6)
- ARCH V90 (U-was .5-6, now 1-6)
- ART V90 (F-remove)
- GEOG V90 (U-was .5-6, now 1-6)
- GW V90 (U-was 1-3, now 1-6)
- MM V90 (RP-remove)
- PHOT V90 (F-remove)

***-APPROVED for Fall 2012.***

**C. Course Review/Update (No catalog changes)**

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**D. Prerequisite(s)/Corequisite(s)/Recommended Preparation**

- MM V90
- PHOT V90

***-APPROVED for Fall 2012.***

**E. Distance Education (No catalog changes)**

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**F. Degrees, Certificates and Awards (Nonsubstantial)**

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**SECTION THREE:  
DISCUSSION (CONSENT and/or ACTION)**

**III. Action/Information/Discussion**

- A. TMC and C-ID Update (Information) – G. Arevalo  
***Gloria explained that the TMCs were developed for associate transfer degrees. She provided a list of the majors that have been approved as a TMC model curriculum. She explained that the purpose of these models is to get students through the community college system and complete certification on CSU and IGETC. She mentioned that any courses listed on the transfer degrees need to be submitted to C-ID. C-ID is the housing facility for all courses which also need to be approved by them. She mentioned that once our courses have a C-ID number, all universities will accept our courses.***
- B. 2011-2012 Catalog Addendum (Information) – G. Arevalo  
***Gloria reviewed the revision she made to the transfer degree language. She stated that this addendum is posted on the website underneath the college catalog. She said that when developing programs, this language needs to be included.***
- C. Academic Renewal (Discussion) – A. Gonzales  
***Angelica mentioned that this policy needs to be looked at due to the leniency of Title 5. She said that it needs to be more accessible for students to take advantage of. Ramiro recommended getting this policy to DCSL and getting an ADHOC group going for discussion.***
- D. Review of Credit by Exam (Discussion) – A. Gonzales  
***Angelica wanted to know if there was a timeline by which departments review the credit by exam list. Ramiro suggested Angelica be added to the upcoming Department Chair Council agenda to discuss this list.***
- E. VC Transfer Courses – Priority 1 (Information) – L. Resendiz  
***Linda reminded everyone about the VC transfer courses priority 1 list.***
- F. 2011-2012 Curriculum Deadlines (Information) – L. Resendiz  
***Linda reminded everyone about the curriculum deadlines.***
- G. Curricunet Update (Information) – L. Resendiz  
***Linda mentioned that the approval process is currently being edited. Once this is complete it will be presented to the committee for their information.***
- H. Honors Courses (Discussion) – M. Bowen  
***Michael mentioned that there is a small group of faculty wanting to set up some honors courses. It was mentioned that preliminary investigation will be done and then brought to this group for review.***

- I. Stand Alone Courses Training  
(<http://www.cccco.edu/ChancellorsOffice/Divisions/AcademicAffairs/CreditProgramandCourseApproval/WhatsNew/CertificationTrainingforStandaloneCreditCour/tabid/781/Default.>) (Information) – R. Sanchez  
***Ramiro said that the stand alone courses training is required by the State Chancellor's Office to certify that staff has been trained on stand alone courses. Ramiro asked that if there was anyone new to the committee to follow the provided link above and complete the training. Once this is done, send short email to Ramiro that you have reviewed this so he can then send the certification to the State Chancellor's Office. This certification needs to be completed by September 20<sup>th</sup>.***
- J. CSU History Courses (Information) – G. Arevalo  
***Gloria said that UCs are currently reviewing all history courses for latest revisions. VC courses need to be brought up to date before the Fall 2012 semester.***

**NEXT MEETING**

**September 20, 2011 - 3:00 p.m.  
Campus Center Conference Room**