

# Minutes

Campus Center Conference Room

November 1, 2011

**PRESENT:** R. Sanchez, M. Pauley, H. Dalton, H. Kim, L. Anderson, M. Bowen, T. Suel, A. Bittl, K. Peinado, A. Gonzales, D. Newcomb, P. Sezzi, G. Arevalo, R. Koerner

**NON-VOTING MEMBER:** M. Zavala

**GUESTS:** Jim Carriger, Karen Gorback, Jennifer Parker, Nancy Fredrickson

- **APPROVAL OF MINUTES: October 18, 2011:** A motion to approve the meeting minutes from October 18, 2011 was made by Debbie Newcomb and seconded by Tim Suel. The meeting minutes were unanimously approved as submitted.

## 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**

- Accounting – A.S./COA (revised) – **APPROVED for Fall 2012.**
- Associate of Science Degree in Business Administration for Transfer (new program) – **APPROVED for Fall 2012.**

**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**

- Associate of Arts Degree in Kinesiology for Transfer (new program)
- Associate of Science Degree in Early Childhood Education for Transfer (new program)
- Business Management – A.S./COA (revised)

**-APPROVED for 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

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

- CJ V29, V30

**-APPROVED for Fall 2012.**

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

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

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

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

**III. Action/Information/Discussion**

**A. Priority 1 COR Submissions (Discussion) – M. Bowen**

*Michael proposed a change to the submission deadlines for priority 1 courses. He suggested that various deadlines for various divisions be spread out over a period of several months. The deadlines he suggested to have courses reviewed are March 1, April 1, May 1, September 1, and October 1. He said that divisions would be rotated each year as to not have a division set with one date all the time. He will draft an outline of his proposal and present it for approval at the next Curriculum Committee meeting.*

**B. BOT Goals & Objectives (Information) – R. Sanchez/M. Pauley**

*Peter, Ramiro, and Mark were asked to serve on an AdHoc group to provide input to the appointed district consult on the implementation of the BOT goals and objectives. Mark's task was to have the Department Chairs provide information on our current degrees. The purpose of this was to highlight the high unit degrees being offered. Ramiro's task was to show how many degrees have been awarded within the last 5 years. Peter's task was to provide information as to why of the high unit value on general ed courses (English-Math-Science). He has asked the Department Chairs for this information.*

**C. Statewide TMC Templates (Discussion) – G. Arevalo**

*Gloria reminded all departments that as they look at submitting a TMC, the approved TMC template needs to be submitted along with the degree outline. She provided a handout where the approved TMCs can be located at in the State Chancellor's website. She also reminded everyone that in order to have a TMC offered by fall 2012 it would need to be submitted for approval by the end of the first week in January 2012.*

**D. COR & Course Syllabi (Information) – G. Arevalo**

*Gloria provided more information regarding UC's requesting course syllabi.*

**NEXT MEETING**

**November 15, 2011 - 3:00 p.m.  
Campus Center Conference Room**