

Minutes

Campus Center Conference Room
September 1, 2009 – 3:00 p.m.

MEMBERS PRESENT: P. Johnson, M. De la Rocha, C. Mansfield, H. Dalton, J. Garcia, D. Newcomb, A. Bittl, L. Rovai, J. Ferguson, P. Sezzi, M. Bowen, M. Pauley, S. Pourmoghim, R. Koerner

CO-CHAIRS: R. Sanchez, P. Sezzi

NON-VOTING MEMBERS: C. Baker, M. Zavala, S. Bricker

GUESTS: Jamie Whiteford, Judy Garey, Angelica Gonzales

**SECTION ONE:
REQUIRING COMMITTEE ACTION**

I. Curricular Proposals for Approval

A. Credit Courses: Second Reading

1. New

2. Revise

(T=Title; U=Units; H=Hours; D=Description)

3. 88s and 89s

4. Distance Education

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

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

C. Credit Courses: First Reading

1. New

- *IDS V88E – Introduction to STEM Disciplines
APPROVED for 1st and 2nd reading for fall 2009.
- *THA V10B – Production and Performance II
- *THA V10C – Production and Performance III
THA V10B, V10C APPROVED for second reading.

2. Revise

(T=Title; U=Units; H=Hours; D=Description)

- *GW V01A (U was .5-3, now 1; H was .5-3 lec, now 1 lec; FT was 'may be' now 'not required')
- *GW V02T (U was .5-3, now 1; H was .5-3, now 1; FT was 'may be', now 'not required')

APPROVED for Fall 2010.

3. 88s and 89s

- *IDS V88 – Introduction to STEM Disciplines

APPROVED in Section I.C.1.

4. Distance Education

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

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

E. Noncredit Courses

F. Study Abroad/International Education

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

II. Curricular Activity: Technical Business

A. Delete (Remove from catalog)

- BIS V07
- *NS V59
- *THA V10

APPROVED for Fall 2010.

B. Technical Revisions (Changes in catalog—Non-substantive)

(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=Formally; Same as; RS=Record Symbol; Non-degree; TR=Transfer)

- *BIOL V30 (D)
- BUS V07B (delete Same as)
- *ENGL V01B (D)
- *THA V10A (D, U, H)

APPROVED for Fall 2010.

C. Distance Education (No catalog changes)

- *ENGL V01B – ***APPROVED for Fall 2010.***
- *POLS V03 – ***APPROVED for Spring 2010.***

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

- *ENGL V01B

APPROVED for Fall 2010.

E. Course Review/Update (No catalog changes)

- *POLS V03

APPROVED for Fall 2010.

F. Degrees, Certificates and Awards (Nonsubstantial)

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

III. Action/Information/Discussion

A. Stand Alone Courses (Action) – R. Sanchez/J. Ferguson-P. Sezzi

Per Title 5 changes, certification needs to be submitted to the State Chancellor's Office that any person who touches curriculum has been certified through a stand alone course training. A handout was distributed by Peter where he indicated to the committee to refer to handouts 2, 3 and 4 for reference.

B. Syllabus...Changes in Requirements (Action) – J. Ferguson

Accreditation standards require that students receive a course syllabus for every class section specifying the learning objectives consistent with those in the institution's officially approved course outline. It was strongly recommended and approved by the committee that all divisions/departments have a syllabus on file for all their courses being offered.

C. DTRW Changes in Course Approval Process (Information) – J. Ferguson

A handout, which incorporates revisions agreed upon DTRW on December 18, 2008 and January 22, 2009, indicates which courses need to be submitted to DTRW for review and Board approval and which courses require college Curriculum Committee review only.

D. Variable Units & Topic Courses (Information) – J. Ferguson

Handouts on excluded variable unit courses and topic courses: V60 series that are slated for deletion because they have not been offered in the past 5 years. The goal for the deletion of the topics courses V60 series is to eliminate all topics courses (convert some to regular courses) from the VC curriculum and retain only the workshop series in order to comply with the CCCC directive.

E. Accreditation Standard 2A. Co-Chair (Information) – P. Sezzi

The Academic Senate is lacking a co-chair per the accreditation standard 2A. If you are interested or know of anyone that would be interested in being a co-chair, please contact Peter.

F. Curricunet, Deadlines Lists and Priorities List (Discussion) – P. Johnson

Paulette explained the approval process in Curricunet. She reminded everyone to check their Curricunet emails so courses can be reviewed in a timely manner.

NEXT MEETING

**Tuesday, September 15, 2009 - 3:00 p.m.
Campus Center Conference Room**