



Curriculum Committee Minutes

Via Zoom

Tuesday, April 06, 2021 at 3:00pm

ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2022 UNLESS OTHERWISE NOTED.

Called to order: 3:18 p.m.

I. ROLL CALL (Quorum is 10 out of 18 voting members)

VOTING MEMBERS		
Faculty co-chair / Interim Articulation Officer	<input checked="" type="checkbox"/> Michael Bowen (MB)	
Technical Review Chair	<input checked="" type="checkbox"/> Michael Callahan (MC)	
Academic Senate President	<input checked="" type="checkbox"/> Dan Clark (DC)	
AFT Rep.	Vacant	
Career Education I Division	<input type="checkbox"/> Kelly Wellman (KW)	<input checked="" type="checkbox"/> Nicole Falco (NF)
Career Education II Division	<input checked="" type="checkbox"/> Dorothy Farias (DF)	<input type="checkbox"/> John Clark (JC)
College Outcome Group Representative	<input type="checkbox"/> Asher Sund / Aurora Meadows	
English & Math Division	<input type="checkbox"/> Peter Yi (PY)	(Vacant)
Health, KIN, ICA, Performing & Visual Arts Division	<input checked="" type="checkbox"/> Jeff Fischer (JF)	<input checked="" type="checkbox"/> Krenly Guzman Gonzalez (KGG)
Library, Languages, Behavioral & Social Sciences Division,	<input type="checkbox"/> Rubisela Gamboa (RG)	<input checked="" type="checkbox"/> Maline Werness-Rude (SF)
Librarian	<input type="checkbox"/> Peter Sezzi (PS)	
Sciences Division	<input checked="" type="checkbox"/> Chloe Branciforte (CB)	<input checked="" type="checkbox"/> Jennifer Garner (GW)
Student Services Division	<input checked="" type="checkbox"/> Mario Rivera (MR)	<input type="checkbox"/> Gema Espinoza Sanchez (GES)
NON-VOTING MEMBERS		
CIO co-chair	<input checked="" type="checkbox"/> Jennifer Kalfsbeek-Goetz	
ASVC Rep. (ASVC Director of Equity and Inclusion)	<input type="checkbox"/> Lisa Marie Ruiz	
Dean	<input type="checkbox"/> Tim Harrison	<input type="checkbox"/> Dan Kumpf
Dean	<input type="checkbox"/> Lisa Putnam	<input type="checkbox"/> Felicia Dueñas
Dean	<input type="checkbox"/> Lynn Wright	<input type="checkbox"/> Phil Briggs
Dean	<input checked="" type="checkbox"/> Debbie Newcomb	<input type="checkbox"/> Marnie Melendez (Interim)
Academic Data Specialist	<input checked="" type="checkbox"/> Felicia Torres for Olivia Long	
Academic Data Specialist	<input checked="" type="checkbox"/> Kelly Denton	
Recorder/Curriculum Technician	<input checked="" type="checkbox"/> Sarah Ayala	
Distance Education Liaison	<input type="checkbox"/> Sharon Oxford	
Registrar	<input type="checkbox"/> Gaby Asamsama-Acuña	

Guests: Gabriela Wood (BIOL)

II. ADOPTION OF THE PROPOSED AGENDA (Discussion/Action)

M. Bowen called for a motion to approve the agenda

Motion by: D. Clark

Seconded by: M. Rivera

Discussion: XII.A says "revision", but should say "none". There are no first reading courses requiring second reading proposals on the agenda

Final resolution: Agenda approved with minor correction

Yes: M. Bowen, C. Branciforte, M. Callahan, D. Clark, D. Farias, J. Fischer, J. Garner, K. Guzman Gonzalez, M. Rivera, M. Werness-Rude

No: None

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	yes	yes		yes		yes		yes	yes	yes	yes					yes

III. INTRODUCTIONS, PUBLIC COMMENTS, AND GENERAL ANNOUNCEMENTS (Information)¹

A. Area II.A Accreditation 3/23/21 Meeting Recap (see attachment) – M. Bowen

Group discussed meeting and which sections were still available

D. Farias, G. Wood and C. Branciforte claimed section II.A.5

D. Clark and P. Sezzi claimed section II.A.12

K. Denton claimed section II.A.9

Goal is to have sections ready for review for the April 20th meeting.

Sections II.A.10, II.A.13 are still available

II.A.15 and II.A.16 may have some overlap with the Curriculum Committee – D. Clark suggested speaking to Lynn Wright or Lisa Putnam to see if the committee should be looking at those sections as well.

B. Other Announcements

None

C. Public Comments

None

IV. APPROVAL OF MINUTES: (Discussion/Action)

M. Bowen called for a motion to approve the minutes from the 3/16/21 Curriculum Committee meeting

Motion by: D. Farias

Seconded by: C. Branciforte

Discussion: None

Final resolution: Minutes approved as presented

Yes: M. Bowen, C. Branciforte, M. Callahan, D. Clark, D. Farias, J. Fischer, J. Garner, K. Guzman Gonzalez, M. Rivera, M. Werness-Rude

No: None

¹ Five minutes is allotted to any member of the public who wishes to address the curriculum committee, with a maximum of twenty minutes per topic aggregated for all speakers, unless extended by vote of the committee. At the request of any speaker proposing to address a specific agenda item, the committee may also vote to permit that speaker’s comments to be deferred until the meeting progresses to that topic.

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	yes	yes		yes		yes		yes	yes	yes	yes					yes

V. OLD BUSINESS (Discussion/Action)

A. None

VI. REQUISITES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)

A. Revision: MATH V20

B. Review: Review: ART V58A, ART V58B, ART V58C, CS V11, CS V13, CS V15, CS V19, CS V30, CS V40, MATH V40J*, MATH N140J*

**requisite review proposals effective fall 2021*

M. Bowen called for a motion to approve Requisite proposals

Motion by: M. Werness-Rude

Seconded by: M. Rivera

Discussion: D Farias – Discussion from Tech Review recap: Some of the MATH courses are also requiring students to register for the MATH “J” courses as a co-requisite. Concern that there is not a clear description of this process/not transparent to students. We should find a way to communicate to students that not all sections of those MATH courses require the “J” course as a co-requisite. How do we approach this to remain transparent? Kudos to Kelly Denton for going above and beyond to research ways to help. We need to find a way to show students in a different way. Notation in the catalog? Management aware of issue and discussions underway on how to make this more understandable to students.

Final resolution: Requisite proposals approved as presented

Yes: M. Bowen, C. Branciforte, M. Callahan, D. Clark, D. Farias, J. Fischer, J. Garner, K. Guzman Gonzalez, M. Rivera, M. Werness-Rude

No: None

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	yes	yes		yes		yes		yes	yes	yes	yes					yes

VII. DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)

A. Fall 2021 DE addendum courses (see separate spreadsheet)

M. Bowen called for a motion to approve the Fall 2021 DE addendum courses

Motion by: D. Farias

Seconded by: C. Branciforte

Discussion: Thank you Dorothy for working on these courses.

Final resolution: Fall 2021 DE addendum courses approved

Yes: M. Bowen, C. Branciforte, M. Callahan, D. Clark, D. Farias, J. Fischer, J. Garner, K. Guzman Gonzalez, M. Rivera, M. Werness-Rude

No: None

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	yes	yes		yes		yes		yes	yes	yes	yes					yes

B. New: AES V10 (same as ART V03), ART V03 (same as AES V10), ART V58A, ART V58B, ART V58C, MATH N140J*

C. Review: CS V11, CS V13, CS V15, CS V19, CS V30, CS V40, HED V76, MATH V20, MATH V40J*

**DE review proposal effective fall 2021*

M. Bowen called for a motion to approve the Distance Education proposals - Items

Motion by: M. Rivera

Seconded by: M. Werness-Rude

Discussion: Clarification: AES V10 and ART V03 – DE was already approved but was removed from CurricUNET by the system during the switchover. These courses were good to go.

Final resolution: Distance Education proposals approved

Yes: M. Bowen, C. Branciforte, M. Callahan, D. Clark, D. Farias, J. Fischer, J. Garner, K. Guzman Gonzalez, M. Rivera, M. Werness-Rude

No: None

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	yes	yes		yes		yes		yes	yes	yes	yes					yes

VIII. MINIMUM QUALIFICATIONS

A. None

IX. CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL

(Discussion/Action; see attachment)

A. Updates: CS V15, CS V30

B. Inactivation: ENGL V03*, ENGL V03A*, ENGL V06*

**course inactivations effective fall 2021*

M. Bowen called for a motion to approve the Consent Agenda proposals

Motion by: C. Branciforte

Seconded by: D. Farias

Discussion: None

Final resolution: Consent Agenda proposals approved

Yes: M. Bowen, C. Branciforte, M. Callahan, D. Clark, D. Farias, J. Fischer, J. Garner, K. Guzman Gonzalez, M. Rivera, M. Werness-Rude

No: None

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	yes	yes		yes		yes		yes	yes	yes	yes					yes

**X. SECOND READING COURSES: CURRICULAR PROPOSALS FOR APPROVAL
(Discussion/Action; see attachment)**

A. None

**XI. SECOND READING PROGRAMS: CURRICULAR PROPOSALS FOR APPROVAL
(Discussion/Action; see attachment)**

1. None

**XII. A. FIRST READING: CURRICULAR PROPOSALS REQUIRING SECOND READING
(Discussion/Action; see attachment)**

1. None

B. FIRST READING: CURRICULAR PROPOSALS NOT REQUIRING SECOND READING (Discussion/Action; see attachment)

1. Revision: MATH V40J*, MATH N140J*

**course revisions effective fall 2021*

**2. Revision: AES V10 (same as ART V03), ART V03 (same as AES V10),
ART V58A, ART V58B, ART V58C, CS V11, CS V13, CS V15, CS V19, CS V30,
CS V40, HED V76, MATH V20**

C. FIRST READING: PROGRAM PROPOSALS FOR APPROVAL

1. New: COA Film Studies*

2. Revision: General Studies Pattern I: Natural Sciences Emphasis*

**new and revised program proposals effective fall 2021*

M. Bowen called for a motion to approve the First Reading course proposals in XII.B.1 and XII.B.2

Motion by: M. Rivera

Seconded by: D. Clark

Discussion: None

Final resolution: First Reading proposals in XII.B.1 and XII.B.2 approved

*Yes: M. Bowen, C. Branciforte, M. Callahan, D. Clark, D. Farias, J. Fischer, J. Garner,
K. Guzman Gonzalez, M. Rivera, M. Werness-Rude*

No: None

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	yes	yes		yes		yes		yes	yes	yes	yes					yes

M. Bowen called for a motion to approve the First Reading program proposals in XII.C.1 and XII.C.2

Motion by: M. Werness-Rude

Seconded by: C. Branciforte

Discussion: Film studies courses that have been offered so far have been very popular

Final resolution: First Reading program proposals in XII.C.1 and XII.C.2

*Yes: M. Bowen, C. Branciforte, M. Callahan, D. Clark, D. Farias, J. Fischer, J. Garner,
K. Guzman Gonzalez, M. Rivera, M. Werness-Rude*

No: None

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	yes	yes		yes		yes		yes	yes	yes	yes					yes

Recorder's Note: N. Falco arrived after the First Reading proposals - Programs vote.

XIII. ADMINISTRATIVE CHANGES (Discussion/Action)

A. None

XIV. POLICY AND PROCESS (Information or Discussion/Action)

A. Curriculum Committee Co-Chair Election (Discussion/Action; see attachment) – M. Bowen

“Job description” sent out via email. If you are interested, please let Michael Bowen or Jennifer Kalfsbeek-Goetz know.

Concern expressed about release time and balancing other duties with the large commitment involved with being Curriculum Co-Chair.

Next year will be a transitional year as Committee leadership will change as well as the hiring of a full-time Articulation Officer.

D. Clark – There was a discussion to have a technical site visit from experts at the state level. Decision was made to postpone that visit until new leadership was in place.

M. Bowen – would recommend an increase in release time due to the expansion of the co-chair role.

B. Authorization of Academic Data Specialists and Curriculum Technician to make minor changes to courses if needed, with notes to be included (Discussion/Action) – M. Bowen

M. Bowen called for a motion to discuss this topic

Motion by: C. Branciforte

Seconded by: M. Werness -Rude

Discussion: None

Final resolution: ADS and CT approved to make minor changes in CourseLeaf with notes to be included

Yes: M. Bowen, C. Branciforte, M. Callahan, N. Falco, D. Farias, J. Fischer, J. Garner, K. Guzman Gonzalez, M. Rivera, M. Werness-Rude

No: None

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	abst	yes		yes		yes		yes	yes	yes	yes	yes				yes

Recorder's Note: M. Rivera departed after the vote on Item XIV.B.

C. Review of Curriculum process: CCT Task Force Updates (Standing Item; Discussion) - G. Wood

Survey to be sent out to everyone. Workgroup would love participation.

D. American Ethnic Studies Workgroup (Discussion/Action) – M. Bowen, R. Gamboa

Purpose of the workgroup is to make recommendations regarding courses recommended for the CSU GE-Breadth Area F. Recommending body along the lines of P&GE. Kind of like a hyper-specialized version of P&GE, but instead of local GE, it's looking at CSU-GE Breadth Area F.

Does it recommend that courses be put forward? How is that different from what we already do from the other CSU areas? And how does the recommendation move forward? Does it go straight to Curriculum Committee or does it go to P&GE? Who comprises this group?

Membership was established by Academic Senate – heavily favored with faculty from the Ethnic Studies departments. Rubisela requested to be at the next Curriculum Committee meeting to address these questions.

Link to resolution:

https://www.venturacollege.edu/sites/venturacollege/files/media/document/2021/Sen_Res_2020_02.rtf

This workgroup was approved at Senate before coming to Curriculum Committee, instead of going to Curriculum Committee first. What is the Curriculum Committee's role with this new workgroup? Would make sense to have all of these new pathways finalized before going to Senate. We need to have more discussions to figure out how this new workgroup will work in relation to the Curriculum Committee.

E. Credit for Prior Learning

1. AP 4235 (Discussion) – J. Kalfsbeek-Goetz

2. Proposal Review from Districtwide Credit for Prior Learning Committee (Discussion; see attachment) – M. Bowen

Item not discussed due to time

F. GE Removal Rubric – Revised Forms (Discussion/Action; see separate attachment sent with agenda email) – M. Bowen

Item not discussed due to time

G. Continuing Discussion/Process and Procedures (Standing Item; Discussion/Action) – D. Farias, C. Branciforte

1. Fall 2021 out of cycle DE addendum/courses

2. Backlogs of Programs (see attachment)

3. Second Readings

4. Curriculum Committee members as part of initial Technical Review

5. Streamline Agenda Items (Reports)

Item not discussed due to time

H. Standing Item: Anti-racism in curriculum (Discussion) – J. Kalfsbeek-Goetz
<https://www.glendale.edu/about-gcc/faculty-and-staff/c-i-curriculum-and-instruction/creating-equitable-curriculum-guide>

Item not discussed due to time

I. Curriculum Committee Training (Discussion) – M. Bowen

[https://mbowenc.000webhostapp.com/curriculum/docs/\(202008%20MB\)%20Curriculum%20Committee%20Training.pptx](https://mbowenc.000webhostapp.com/curriculum/docs/(202008%20MB)%20Curriculum%20Committee%20Training.pptx)

Item not discussed due to time

XV. PHILOSOPHY AND GENERAL EDUCATION CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action)

A. None

XVI. REPORTS (Information)

A. Co-Chairs

B. Articulation/C-ID

1. CSUGE-Breadth and IGETC item requests for fall 2021 implementation have been submitted to ASSIST, including the new CSUGE-B Area F (Ethnic Studies) courses

C. Board of Trustees/ DTRW-I

1. The body's recommendations for the revision of the Credit for Prior Learning policies BP/AP 4235 have been forwarded to Chancellor's Cabinet for review and approval by BOT. However, it was later realized that additional work was necessary; that work is currently underway. (see attachments)

DTRW-I has been renamed to DCCI – (District Council on Curriculum and Instruction).

BP/AP 4235 going back to DCCI for further discussion.

D. Subcommittees/Workgroups

1. Workgroup Reports

E. New Curriculum Approvals at the State (CCCCO) – S. Ayala

1. A .S. Food Safety approved at the State 3/25/21

XVII. DISCUSSION/INFORMATION (Information or Discussion/Action)

A. Proposed Program Submission Excerpt from Curriculum Handbook (Information; see attachment) – M. Bowen

Item not discussed due to time

XVIII. REQUESTS FOR FUTURE AGENDA ITEMS

Meeting adjourned: 4:40 p.m.

NEXT MEETING

April 20, 2021 - 3:00 PM

Location: via Zoom

Written materials relating to a Curriculum Committee meeting item that are distributed to at least a majority of the Curriculum Committee members less than 72 hours before a noticed meeting and that are public record not otherwise exempt from disclosure will be available for inspection at Ventura College located at 4667 Telegraph Road, Ventura, CA 93003 or at the Curriculum Committee meeting.

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of:

Dr. Jennifer Kalfsbeek-Goetz, Interim Vice President Academic Affairs
Ventura College - 4667 Telegraph Road - Ventura, CA 93003
(805) 289-6464