



Curriculum Committee Meeting Minutes

VIA ZOOM / MCW 301

Call information:

Join from PC, Mac, Linux, iOS or Android:

[Curriculum Committee Meeting Link](#)

Tuesday, November 29, 2022 at 3:00pm

Discussion Items Only

I. ROLL CALL (Quorum is 10 out of 18 voting members: Not required for this meeting)

VOTING MEMBERS		
Faculty Co-Chair	<input checked="" type="checkbox"/> Peter Sezzi (PS)	
Faculty Co-Chair	<input checked="" type="checkbox"/> Maline Werness-Rude (MWR)	
Articulation Officer	<input checked="" type="checkbox"/> Katie Owashi (KLO)	
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 checked="" type="checkbox"/> Nicole Falco (NF)	<input type="checkbox"/> Kafui Okosun (KO)
Career Education II Division	<input checked="" type="checkbox"/> Dorothy Farias (DF)	<input checked="" type="checkbox"/> John Clark (JC)
College Outcome Group Representative	<input type="checkbox"/> Asher Sund (AS)/ Aurora Meadows (AM)	
English & Math Division	<input checked="" type="checkbox"/> Amanda Martin (AM)	<input type="checkbox"/> Vacant
Health, KIN, ICA, Performing & Visual Arts Division	<input type="checkbox"/> Krenly Guzman Gonzalez (KG)	<input checked="" type="checkbox"/> Robin Hester (RH)
Librarian	<input checked="" type="checkbox"/> Kaela Casey (KC)	
Library, Languages, Behavioral & Social Sciences Division	<input type="checkbox"/> Rubisela Gamboa (RG)	<input type="checkbox"/> (Vacant)
Sciences Division	<input checked="" type="checkbox"/> Chloe Branciforte (CB)	<input type="checkbox"/> (Vacant)
Student Services Division	<input checked="" type="checkbox"/> Maria Reyes-Sanchez (MRS)	<input type="checkbox"/> Gema Espinoza Sanchez (GS)
NON-VOTING MEMBERS		
CIO co-chair	<input checked="" type="checkbox"/> Jennifer Kalfsbeek-Goetz	
ASVC Rep. (ASVC Director of External Affairs)	<input type="checkbox"/> Rona Williams	
Dean	<input type="checkbox"/> Bernard Gibson (Health/Kin/Athletics/PA)	<input type="checkbox"/> Aaron Jones (SCI)
Dean	<input type="checkbox"/> Lisa Putnam (Lib/Lang/S&B Sci/ Vis Art)	<input checked="" type="checkbox"/> Felicia Dueñas (CEII)
Dean	<input type="checkbox"/> Vacant (Engl/Math/Comm)	<input type="checkbox"/> Phil Briggs (IE)
Dean	<input type="checkbox"/> Debbie Newcomb (CEI)	<input type="checkbox"/> Leticia Canales (Stud Serv)
Dean	<input type="checkbox"/> Jesus Vega (Stud Serv)	
Academic Data Specialist	<input type="checkbox"/> Olivia Long	
Academic Data Specialist	<input checked="" type="checkbox"/> Kelly Denton	
Recorder/Curriculum Specialist	<input checked="" type="checkbox"/> Sarah Ayala	
Distance Education Liaison	<input checked="" type="checkbox"/> Sharon Oxford	
Registrar	<input type="checkbox"/> Gaby Asamsama-Acuña	

Guests: C. Stangeland (ACE), J. Bennett (MATH), M. Haydon (A&R), M. Beard (MATH)

II. Discussion/Information

A. Honors Courses (Discussion)

8 courses in development

How do we technically review these courses? What will honors courses look like at VC?

Peter and Maline to meet with the Honors Courses workgroup. So far have had scheduling conflicts. Will meet and report back to Committee when a more established plan is completed.

B. Open Entry/Open Exit Courses (Discussion)

How should we offer these courses at VC? How should they be handled at Technical Review Handout (link in item B) bullet points mentioned.

Supervised Tutoring IDS N100 - currently at VC is OEOE.

ATEB courses are OEOE when they were being offered (noncredit courses).

MATH faculty is looking to add some OEOE opportunities

OEOE = a student can come in at any time during the semester, complete all learning objectives and can leave the course at any time before the end of the semester

Common Practice to list OEOE in the catalog? How are we signaling that a course is available for OEOE? Do we need to memorialize OEOE on the COR? Stipulations regarding DE modality? Do we require any indication in the COR as to how the student can move through the course? Should we require them to be positive attendance or should that be case by case?

Would be beneficial to be transparent and up front with students and include it in COR

Course Content section – boilerplate statement could be created to be used on OEOE courses. Would this be specific course to course, or made for all courses? Depends on the way the course is being rolled out/instructors provide information.

If a course is set up as OEOE, how does registration work?

Discussion conclusions:

Boilerplate language was agreed to be a good idea for the catalog description – to be placed in “additional catalog notes” section

Modalities should be all inclusive – allow 100% face to face as well as all DE modality options

Peter and Maline to come up with boilerplate language and will bring it to the next CC meeting for further discussion.

Due to time, discussion stopped to talk about remaining items.

C. Bachelors Degrees at Ventura College (Discussion)

Maline shared [PowerPoint from CTE Division](#)

F. Duenas: 2021 – Statewide, AB 927 authorized Community Colleges can offer baccalaureate degree programs. Max of 30 programs annually. 25% of a college’s courses can be upper division.

State has 2 cycles annually, the second cycle of application process is due in Jan. ACE Dept would like to submit for a baccalaureate program that builds on existing ACE program – providing additional education for students already technicians in the field – additional opportunities for higher education to be able to move up.

LMI shows there is a demand for jobs we are targeting in our region.

Baccalaureate degree would apply to only those accepted to the program.

There has been pushback from CSUs. But the State seems to approve programs anyway if the CSU does not offer the same program.

These programs are designed to be degrees that the 4-year universities don't offer, and to be offered at a lower cost. Units would be a little more expensive than a 2-year degree unit, but it would be less than \$10K to complete bachelor's degree.

ACE department, with support, can apply to the January window and possibly see this program live in Fall 2025.

[BA Degree Pilot Program Handbook](#)

Peter and Maline to come up with a resolution to include the Curriculum Committee's approval of these programs as a concept. PowerPoint attached above in link and will be included on the next CC agenda as an informational item.

D. Classified Voting Member on Curriculum Committee (Discussion)

Discussion: This is long overdue, select classified members at VC are very involved in Curriculum, have a great deal of knowledge on curriculum topics, and should have voting rights. There are classified individuals at other colleges in the state (as evidence at the Curriculum Institute) that are voting members on their Curriculum Committees.

OC has a classified member that has voting privileges. Would not be a new concept even for this District. Classified brings knowledge to the table.

Discussion point brought up that only voting members can be chairs of the committee – as a consideration, there would have to be clarification regarding this if a classified professional is a voting member.

An idea presented that the Classified voting member can rotate rather than it be just one position. Should be someone closely related to Curriculum – i.e. Curriculum Specialist, Academic Data Specialist, DE Liaison

If the Curriculum Committee would like to proceed with a recommendation to make this happen, the recommendation would have to be made to Senate – the Curriculum Committee can't decide on its own. The recommendation would then need a "Vote of the Senate of the Whole" and that generally happens during All College Day(s).

III. REQUESTS FOR FUTURE AGENDA ITEMS

Meeting adjourned: 4:29pm

NEXT MEETING
December 6, 2022
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, Vice President Academic Affairs
Ventura College - 4667 Telegraph Road, Ventura, CA 93003 - (805) 289-6464

2022-2023 Curriculum Committee Goals:

- Provide training(s) to the Curriculum Committee (CC) on curricular and program proposals in order to promote a culture of participation at CC meetings
- Complete FT Articulation Officer recruitment and, if it is not successful, continue recruitment until filled.
- Develop and implement specific processes for course and program in-putting and review that involve CC members
 - a. Help CC members work with discipline faculty to have curricular and program proposals ready for CC approval
 - b. Engage CC members in the technical review of courses
- Maintain transparency of:
 - a. Course and program review processes
 - b. Higher order curricular issues (and types of curriculum)
- Committee supports faculty in revising courses/programs to ensure maximum equity and anti-racism a. See also the Academic Senate of California Community Colleges Resolution 9.01, "F21 Adding Culturally Responsive Curriculum, Equity Mindedness and Anti-Racism to Course Outline of Record (COR) Requirements in Title 5"

[Curriculum Canvas Page Link](#)