

Chabot College Curriculum Committee Minutes Oct 17, 2017

Chair: Dara Greene

Voting Member Present: Miguel Colon, Aaron Deetz, Christine Santiago, Erin Kelly, Mirielle Giovanola, Jim Matthews, Arturo Lopez Yanez

EX Officio Members Present: Stacy Thompson (no sign in), Sara Parker, Julie Coan, Jean Lee, Rozen Bondoc, Maggie Grimes, Shannon Stanley, Celena Zeng

Student Services: Brian Augsberger

Academic Services: Megan Parker, and Angela Castellanos

Guests: Marcia Corcoran, Deonne Kunkel, Dale Wagoner (no sign in)

Minutes by: Shannon Stanley

Agenda Item	Discussion	Action Items
1. Call to order	2:30 PM by Dara Greene, Chair.	
2. Outcomes and Assessment Committee	OAC approved new language on the "Definition of a Program" to be used for college-wide assessment of PLOs. The new definition is similar to the definition of a program in Title 5 which is also accepted by ACCJC, but with the added the wording of "student services." There was no committee opposition to the definition, which will now move to the Academic Senate for a vote.	
3. Minutes 10/3/2017	Minutes were reviewed and approved with minor corrections. S. Thompson asked where and when minutes were posted. Angela stated that they were posted after committee approval. S. Thompson stated that not all minutes are yet posted. M. Giovanola moves to approve, A. Deetz seconds. Vote 7/1/0.	<i>M. Chan to post to website.</i>
4. Consent Voting	D. Greene stated that due to many issues pending with cross-listed APAU/ATEC courses needing to match exactly, votes for those course will wait until all courses reach the consent voting level. M. Cochran expressed concerns that courses were not being approved according to the dates set on the Curriculum Calendar. D. Greene explained faculty responsibility v. curriculum chair responsibility for tracking and monitoring courses on CurricUNET through the levels of approval. The committee reviewed the following courses. Typos will be corrected as discussed: *Academic Pathways & Student Success & Psychology-Counseling: - PSCN 24; E. Kelly motions, J. Matthews seconds; 8/0/0	

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	<p>*Language Arts: - LNSK 119; E. Kelly motions, J. Matthews seconds; 8/0/0</p>	
<p>5. Math and Science Presentations</p>	<p>S. Hildreth presented changes to Physics 4 series courses needed in response to UC Berkeley’s mandate of additional prerequisites of math and either high school or PHYS 11/18 to maintain articulation for Fall 2018. He stated that the addition of PHYS 11/18 will require additional course sections and communication to students and counselors for course planning. Introduced new PHYS 7 series to align with LPC’s new PHYS 1 series to eventually replace PHYS 4 series once all articulation is completed.</p> <p>S. Stanley stated that PHYS 5 will also needed to be updated for UCB articulation.</p> <p>Other courses with updates: ANAT 1, BIOL 4, BIOL 31 – Adding language to outlines on lab safety; textbook updates CS 14, 15, 20 – updated prerequisites; textbook updates MTH 4, 6 – adding lab hour for more class time MTH 47 – changing prerequisite from MTH 55 to MTH 53. Will send to CSU GE for Area B4. MTH 55, 55A, 55B – Modifications to align courses; prerequisite changes to include MTH 53. PHYS 2AB – Deactivating to allow LPC to modify without Chabot approval.</p>	
<p>6. American Cultures Proposal</p>	<p>D. Greene asked division reps for any feedback to proposal to expand American Cultures. M. Giovanola said that some in Social Science division liked the proposal as they feel the current requirement is too restrictive. S. Parker stated that others stated that many of our courses that do not qualify are actually inherently comparative even if they do not appear to focus on at least three cultural groups as required by the current American Cultures requirement. A. Deetz stated that the Arts, Media, and Communication Division stated that they are concerned that no articulation is lost with any changes. No other divisions expressed concerns or opposition to the proposal. Someone? M. Giovanola asked if there was a new definition for this requirement. D. Greene stated that that would still need to be developed. S. Stanley stated that faculty had suggested looking at CSU East Bay’s Cultural Groups & Women requirement as a possible model. D. Greene said that the exact title and definition would need to be determined by a faculty sub-group.</p>	

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<p>7. Program Development Checklist Update</p>	<p>S. Stanley stated that a Program Development Checklist was created in Spring 2017 to help faculty in developing programs, regarding supporting documentation needed. The document needs updating, and she asked division reps how they felt about requiring program documents to be required prior to launching a program in CurricUNET. Currently, the checklist strongly recommends that documents be attached before launch, but are required prior to sending programs to the state. E. Kelly agreed that doing so would help move programs to the state faster. J. Matthew and M. Giovanola thought that such a mandate would require approval from the Academic Senate.</p> <p>Committee voted on requiring faculty to attach all required program documents prior to launching a program in CurricUNET: J. Matthews motion/ E. Kelly seconded 8/0/0.</p>	<p><i>? Update list? Faculty Senate votes?</i></p>
<p>8. Faculty Senate & Curriculum Approval</p>	<p>D. Greene reported that she was contacted by M. Ho (vice chair of Faculty Senate) that in the future Curriculum Committee course and program approvals would need to be forwarded for approval by the Faculty Senate prior to being sent to the Board of Trustees. After some discussion as to the reason for this change, E. Kelly stated that it was her understanding that the IUPI restructuring was the cause. D. Greene has been seeking to meet with Faculty Senate President regarding the details on this change.</p>	<p><i>D. Greene will discuss with L. Doctor</i></p>

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<p>9. Good of the Order</p>	<p><u>Curriculum Streamlining/D. Greene</u> All credit courses are now to be approved locally, and are not be reviewed by the state prior to be added to the inventory. Instead, colleges will be subject to state audits for accuracy of course outlines. Curriculum reps will need to conduct thorough course reviews to make sure that courses are meeting all requirements in the PCAH or risk losing FTEs for courses that are found to be non-compliant.</p> <p>The Curriculum Committee will also need to look at how course hours are calculated to meeting new standards. An 18 week term may be needed, and outside of class hours will also need to be included on the course outline.</p> <p>ILO Challenges M. Giovane says that she and others in Social Sciences are experiencing challenges in the Outcomes module linking SLOs, PLOs, and ILOs, particularly in relation to meeting Curriculum Committee calendar deadlines. D. Greene requests that faculty first seek help with division reps prior to seeking help from M. Chan, Curriculum Specialist, who is working to “patch up” issues as they arise. D. Greene stated that she will be flexible with curriculum deadlines for those faculty who are working to meet deadlines and encounter these types of issues.</p> <p>Adjourned 4:06 PM</p>	
	<p>Next meeting scheduled for Tuesday, Oct. 31, 2017</p>	