

Curriculum Committee

Sub-Committee of the Academic Senate

Fall 2019 Semester

Meeting Minutes Thursday, October 10, 2019 in AC 229, 2:15 pm, KTD Campus

Present: Maula Allen, Paul Cheney, Maria Coulson, Gina Cullen, Luna Finlayson, Rachel Klein, Alisa Klinger, Jeannie Langer, Rebecca Lipson, Bob McCoy, Sara McKinnon, Kevin Muller, Steve Newton, Heather Rahman, Kathleen Smyth, Cari Torres, Derek Wilson, Nancy Willet, Grace Mengqi Yuan

Absent: Sheldon Carroll, Lisa Morse

Standing Items

1. Call to Order at 2:16 pm in AC 229
2. Approval and adoption of the Agenda
 - One correction of date on the agenda
 - Motion to approve: Kevin Muller
 - Second the motion: Rachel Klein
 - Vote: all in favor
3. Approve minutes
 - Motion to Approve: Maria Coulson
 - Second the motion: Kathleen Smyth
 - Vote: 15 - approve, 2 – abstain
4. Chair Announcements
 - Tech review support - The Academic Senate voted and passed that Curriculum Committee can have extra faculty join the Curriculum Technical Review as non-voting members.
 - Gina passed around documents with statistics of degrees and certificates awarded from academic years 2013-2104 to 2017-2018. The purpose is to continue the work of revisiting the programs at COM; to encourage departments to look at programs and decide what to keep, what to remove, what to revitalize.
 - There was a question about how to deactivate a degree.
 - There is a "sunset" procedure. Deactivated programs will not end abruptly but over a period of time. Please reference BP 4021 and AP 4021.
 - Discussion led to the agreement that deactivation of a degree should be presented to CC, considering that courses in that degree may affect other programs.

Discussion Items

1. Data Analytics

- Since the proposal of the new Certificate program, CC members have had two weeks to research and look into the related information. Floor was open again for discussion.
 - Multiple members asked questions or made comments. Discussions were centered on the following areas:
 - Having a Bachelor's degree seems necessary for candidates to be competitive for most of the Data Analytics related jobs.
 - Members were concerned about the program being stand-alone and recommended bundling with an existing program at COM
 - Enrollment related - Who are the students? Where do the students come from?
 - Prerequisites related - Students' readiness in terms of math and programming background
 - The discussion led to the following agreements:
 - Members will look into supplemental information, like LMI report, EMSI data
 - Moving the vote to the next meeting
2. Derek Wilson presented on Graphic Design (GDES) Program
- The proposal includes, but is not limited to, the following information:
 - Evolving from the Design specialty within the Multimedia Studies Program
 - Growing occupational demand on GDES workers and the relative under-supply of DGES educational programs in the bay area
 - The program consists of existing ART and MMST courses; no new additions
 - The program is 100% online to prevent scheduling conflicts and to accommodate students' availabilities
 - The goal would be to increase CSU/UC articulation/transferability and pathway opportunities
 - Aiming for a new Certificate of Achievement, AS degree, and an Associate Degree for Transfer (ADT)
 - Removing degree completion "road-blocker" - internship requirement, which is only offered every two years
 - There was a question about required hardware and software, and their cost, if any.
 - Students can access both hardware and software in labs at KTD and IVC
 - Autodesk provides free access to design related applications when students have an Edu account

Meeting adjourned at 3:30pm.