

Meeting Minutes from March 1, 2018

Curriculum Committee

Voting Members: Maula Allen, Rebecca Beal, Becky Brown, Paul Cheney, Maria Coulson, Luna Finlayson, Dave King, Karen Koenig, Bob McCoy, Sara McKinnon, Lisa Morse, Joanna Pinckney, A Joe Ritchie, Karen Robinson, Nancy Willet

Nonvoting Members: Sheldon Carroll, Cari Torres-Benavides

Guests: Stephanie Wells

Chair: A Joe Ritchie

Agenda for March 8, 2018

- Motioned to approve: Lisa Morse
- Second the motion: Becky Brown
- Approval status: Members in attendance voted to approve the Agenda

Minutes from February 22, 2018

- Motioned to approve: Nancy Willet
- Second the motion: Bob McCoy
- Approval status: Members in attendance voted to approve the minutes with one edit.
- Members voting no: None
- Members abstaining: Becky Brown, Paul Cheney, Luna Finlayson, David King, Joanna Pinckney, Karen Robinson

Reports:

Academic Senate Report (Becky Brown)

- Approved a bond budget letter to President Coon about concerns that bond funds are used appropriately.
- Approved the Program Review Template.
- Approved the academic policies on distance education and smoking on campus
- Discussed the ad hoc technology committee.
- Discussed the need for Senate to follow parliamentary procedures to function more efficiently.

UDWC Update (Rebecca Beal)

- All outlines were approved.

GE Committee Update (Dave King)

- The GEC worked with Kathleen Smyth on language to expand COM Area H to include three Health Education courses geared toward physical health.

eLumen Update (A Joe Ritchie)

- Courses have been transferred successfully.
- Faculty should keep track of courses they are modifying in the COM database so that those courses can be transferred over later.
- Cari Torres is working on arranging training sessions for the Curriculum Committee after spring break.

CC Chair (A Joe Ritchie)

- Tonya Hersch will be updating the CC on AB 705 and its impact on Math and English offerings and prerequisites. Tonya is scheduled to join us on 03/08/18.

New Course Presentation Procedures

- A Joe distributed a draft of questions and requirements for faculty presenting proposals for new courses.
- The committee discussed the list and offered suggestions on additions and revisions.
- The committee agreed to coordinate with the Distance Education committee for DE proposals.

Honors Program Proposal

- Paul Cheney and Stephanie Wells presented on introducing an honors program at COM.
- An honors program would require buy in from many different disciplines to offer honors classes across the curriculum in order to develop a program.
- Honors classes could be regular courses with an honors component for those students in the honors program. This would require two sections being taught concurrently: one honors and one regular. Students may have the option to transfer between the two sections.
- One way of structuring it would be that students would need to apply to an honors program and meet certain requirements. If students completed a number of honors courses with a certain GPA, their honors work would be accepted at four-year schools.
- Honors Transfer Council of California sets requirements for developing an honors program.
- Cañada College has an honors program that may be useful as a model of a similar-sized college. City College has a small program.

- Course outlines of record would need to be modified (possible with an honors addendum) to designate courses eligible to be offered as honors.
- Part of the honors program requirements encourage student diversity in the honors programs. Research suggests that honors programs increase transfer rates.
- The Curriculum Committee would play an important role in ensuring that course outline revisions meet the standards for honors programs. A subcommittee of the CC may be appropriate for this. There must also be involvement from Counseling and a faculty director.
- Student units in honors courses would remain the same. Teaching units may need to increase to compensate for additional time.
- There may be opportunities to connect with AGS.
- There may be a conflict with hybrid designations in the course outline database.
- Honors students would also be eligible to attend and present at conferences around the country.
- The CC supported the development of an honors program and recommended developing FLEX activities, coordinating with AGS, discussing the possible funding sources with President Coon, coordinating with the Academic Senate and Department Chairs meeting, and email the CC with resources about honors programs.
- Questions came up about timing for development and articulation as well as coordinating the honors courses offered so students could fulfill the 15-18 units in two years.

Class Maximums

- A Joe distributed language from the UPM contract about UDWC's role in recommending class sizes (Article 10.2).
- The committee discussed the contract language and the need for coordinating with UDWC to update and clarify the process for establishing class maximums.

Interesting Facts

- Maria Coulson reported that she has a photo of herself with Robert Wagner one week after Natalie Wood died.

Technical Review:

For the most recent information on the status of courses being reviewed, please refer to the Course Approval Schedule on the Curriculum Committee website or the attachment from the regular distribution of curriculum materials by the Chair.