

Meeting Minutes from October 18, 2018

Curriculum Committee

Voting Members: Fernando Agudelo-Silva, Maula Allen, Maria Coulson, Maria Coulson, Gina Cullen, Luna Finlayson, David King, Karen Koenig, Jeannie Langinger, Bob McCoy, Lisa Morse, Joanna Pinckney, A Joe Ritchie, Karen Robinson, Nancy Willet

Nonvoting Members: Sheldon Carroll, Cari Torres-Benavides

Guests:

Chair: A Joe Ritchie

Agenda for October 18, 2018

- Motioned to approve: Lisa Morse
- Second the motion: Joanna Pinckney
- Approval status: Approved

Minutes from October 11, 2018

- Motioned to approve: Karen Robinson
- Second the motion: Lisa Morse
- Approval status: Approved
- Members voting no: none
- Members abstaining: Luna Finlayson

Discussion:

1. A Joe distributed copies (and electronically) of the latest Community Education course proposals. We have 2 weeks (November 2, 2018) to raise and resolve any issues the CC has with the proposed offerings.
2. A Joe suggested that the CC determine a member to be the "Lead" for particular Department/Discipline course proposals. This individual would be responsible for moving the course proposal forward (Submit) or back to the Faculty (Request Change). Other CC members would then be assisting in the review as 2nd and 3rd reviewers. This will be further discussed next week at CC.
3. The CC agreed to have Friday meetings for review activities (11/2/2018 and 11/9/2018) from 10am – Noon in LC 35 (BIS / CIS computer Lab). CC members are encouraged to participate on either or both days.
4. Dave King distributed a document with more details and data in regard to the ENGL 150 C course proposal discussed in last week's CC meeting.

- a. Dave went through the document to help the CC to fully understand the approach that this proposal is taking.
 - i. Data was introduced showing that other Community Colleges identified as models by CAP are using the 2 unit (2 extra lecture hours / week) to comply with AB 705
 - ii. Dave offered examples of how these 2 hours per week would be lecture and would require the student to perform work outside of class for preparation.
 - iii. An example for scheduling these courses was also included in the document.
 - b. At 3pm the CC ended this discussion to move on to other business but this topic will remain on the Agenda for continued discussion.
5. The CC participated in the group review of NE 283 L led by Cari and Gina from 3-4pm.
- a. The group moved through each tab in the proposal with discussion regarding the various data elements and how the CC should handle them.
 - b. Reviewers have the ability to Edit the proposal. It was suggested that simple edits may be performed by the reviewer to avoid having to send the proposal back to the Faculty (Stage 1) for simple edits.
 - c. Reviewers have the ability to "Request Change" which will send the proposal back to Stage 1 where the Faculty will have the ability to make corrections / additions and then Submit
 - i. It was suggested that only the "Lead" reviewer should process a "Request Change".
 - d. Method Of Evaluation – was imported as a single paragraph of methods. They should be separated in eLumen.
 - e. Critical Thinking was not imported. All proposals will need to be addressed.

Interesting Facts

1. Two CC members confirmed the sighting of 3 "mutant" California Poppies. They were White.
2. Nuncrackers (Musical) will open on the Friday after Thanksgiving (11/23/2018).