
Curriculum Committee

Sub-Committee of the Academic Senate

Fall 2019 Semester

Meeting Minutes Thursday, October 24, 2019 in AC 229, 2:15 pm, KTD Campus

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

Absent: Jeannie Langinger, Lisa Morse

Guests: Holley Shafer, Carol Hernandez, David Egert, Tina Christensen, Fernando Agudelo-Silva, Joe Mueller

Standing Items

1. Call to Order at 2:15 pm in AC 229
2. Approval and adoption of the Agenda
 - Motion to approve: Maria Coulson
 - Second the motion: Kevin Muller
 - Vote: 2 abstained; and the rest were in favor.
3. Approve minutes
 - Motion to Approve: Sara McKinnon
 - Second the motion: Kathleen Smyth
 - Vote: all in favor

Discussion Items

1. BIOL Courses Prerequisites Change – Presentation

Faculty representatives from the Biology Department gave a presentation on the rationale of adding: (1) ENGL 120 as a prerequisite to BIOL 110 and 110L; (2) ENGL 150 as a prerequisite to BIOL 120 and 224.

- The affected courses are identified amongst “high failure courses” at COM by the BIOL faculty. They did their own analysis on those courses from 2015 to 2018. The results showed students had higher passing rate when the courses had prerequisites, which were ENGL 98 and MATH 101.
- With the implementation of AB 705, remedial courses like ENGL 98 and Math 101 are no longer offered. Faculty met and researched other ENGL and Math courses at COM as

possible prerequisites.

- Faculty believe that students' math readiness and English proficiency correlate to their success in BIOL courses.
- Biology courses require students to have language proficiency for Biology terminology and comprehension of the subject.
- Data collected by an instructor in BIOL 110L reflected big differences in math readiness among students.
- BIOL department believes requiring ENGL 150 Reading and Composition 1A is not an addition to students' course load because ENGL 150 is an AA/AS degree requirement as well as one of the prerequisites to the Registered Nursing Program (many students who take a sequence of BIOL courses are pre-nursing).
- BIOL faculty recommend requiring ENGL 120 as a prerequisite to BIOL 110 & 110L, and ENGL 150 as a prerequisite to BIOL 120 & 224, so that students would be better prepared for the Biology courses.

During the Q&A, there were several questions and comments that led to the following points:

- With the implementation of AB 705, all students are placed into ENGL 150. They can either take ENGL 150 by itself, or take it with the support course ENGL 150C. Requiring ENGL 120 does not have any practical impact. Therefore, the proposed prerequisites are more like "advisory courses".
- CC members recommended BIOL faculty to clearly state and articulate the required "Entrance Skills" in the course outline for the named courses, which could mitigate some of the challenges that faculty face in the classrooms.
- Holley could help the faculty to look at historical data about what Math and English courses students took prior to the BIOL courses and their passing rate, which could inform the BIOL department's decision making.
- There was a comment that faculty feel a trend of pushing students through the courses versus promoting their actual learning, moreover, they see more students struggling in the courses in the recent years.

The Chair concluded that the CC members would discuss about the recommended prerequisites in depth at the next meeting after everyone had time to research and look into policies. Copies of the AP Policy 4260 on Prerequisites was passed around for CC members.

2. Math 103 substantive change presentation – Maria Coulson

The notes below are directly copied from the presentation:

Changes to Math 103 Intermediate Algebra

- I. Background –AB705 – prevents colleges from requiring students to enroll in math (and English) classes below transfer level, eliminating barriers. However, if a student has never had a second course in algebra or it's been a long time AND that student wants to be in a BSTEM program, MA 103 Intermediate Algebra MAY be a good fit.
- II. Since the student population for MA 103 has (is) changed (changing), the course needs to

change to better serve the students who enroll. As such the new outline has the following features:

Elimination of

- antiquated procedural skills that are now automated (eg Cramer's rule) and no longer relevant
- introducing topics that are covered in MA 105 College Algebra or MA 109 Precalculus (eg Gauss Jordan Elimination, the Binomial Theorem)

And, instead, including

- time for review of essential skills (lower the floor without lowering the ceiling)
- more time to build a solid foundation for the skills imperative for BSTEM (solving, simplifying, factoring, graphing, logarithms, exponents etc)

III. Addition of a Companion Class – Since the more likely scenario is students choosing to enroll in 103C will need/want more support, we are adding a C section. Having this option available will help us serve our changing population better.

Maria emphasized that the change of Math 103 would not affect the Student Learning Outcomes (SLOs). The elimination of content would re-center the course to the core ideas of Intermediate Algebra. Given the changing nature of students who choose 103, and the feedback from instructors teaching it, the Math department decided to revamp the course.

During the Q&A session, Maula asked if most of Math 103 was reviewed in the companion class of Math 115 or other Math courses. The answer is no. Maria and Gina further clarified the function, enrollment, and linkage of math companion courses. When asked if the coding of the companion courses would be CR or NC, Maria answered it would be CR, modeling after the existing Math companion courses.

Rachel said it was a good idea. Students struggle in Math 103, companion sounds feasible. Carol Hernandez said she fully supports the changes.

3. Graphic Design and Multimedia degree proposal discussion

Derek said the new program was created utilizing courses already taught here but not transferable, and in conjunction with some of the Art courses.

Several CC members said it was a good idea.

Maria Coulson motioned to approve Derek's GDES program.

CC members proceeded to vote:

Yes: 14

No:0

The motion passed.

4. Data Analytics Proposal

CC members discussed again about the DA proposal and recommended to create the program as a specialty of a current degree.

**Kevin motioned to approve the Data Analytics Certificate as presented.
Seconded by Maria Coulson.**

CC members proceeded to vote:

Yes: 2

No:10

Abstain: 1

The motion did not pass.

Kevin motioned to approve Maula to take the work done on the Data Analytics Certificate and integrate it as part of a degree program.

CC members proceeded to vote:

Yes: 13

Abstain:1

No: 0

The motion passed.

5. Tech Review

- CC members will receive emails from eLumen, please see if those are intended for your role. Please start looking at the courses in the email, and pay attention to substantive changes.
- Chair reminded the CC members to leave a comment after reviewing in the workflow, for example, "reviewed by GC 10/24/2019".
- Updated assignment sheet will be sent to CC members to review.
- Gina and Grace will give a training to the new tech review non-voting members.
- Updated Review Checklist will be sent to CC members for vetting.
- If a course is in the old workflow that cannot be sent back, let Grace or Gina know.
- Please remind faculty to indicate "clean up only" if the revision is just to fix data using the existing COR.
- New proposals are cut off for Fall 2020.
- We purchased the eLUmen Catalog module. The Online Catalog is coming 2021.

Meeting adjourned at 3:30pm.