
Curriculum Committee

Sub-Committee of the Academic Senate

Spring 2020 Semester

Meeting Minutes Thursday, February 13th, 2020 in AC 229, 2:15 pm, KTD Campus

Present: Sheldon Carroll, Paul Cheney, George Golitzin, Gina Cullen, Rachel Klein, Sara McKinnon, Lisa Morse, Kevin Muller, Steve Newton, Heather Rahman, Kathleen Smyth, Cari Torres, Derek Wilson, Nancy Willet, Grace Mengqi Yuan

Absent: Luna Finlayson, Alisa Klinger, Jeannie Langinger, Rebecca Lipson, Becky Reetz, Bob McCoy

Guests: Jim Stopher, Ron Palmer

Standing Items

1. Call to Order at 2:15 pm in AC 229
2. Approval and adoption of the Agenda
 - Motion to Approve: Nancy Willet
 - Second the motion: Kathleen Smyth
 - Vote: approved
3. Approve minutes
 - Motion to Approve minutes: Sara McKinnon
 - Second the motion: Paul Cheney
 - Vote: approved
4. Chair Announcements
 - Welcome George Golitzin, Math Department faculty, to be the newest CC member. He replaces Maria Coulson to represent Math Department.
 - Gina asked to prioritize guest presentations before the rest of the "Chair Announcements". - No objection.

Discussion Items

1. Ear Training I – IV (MUS 121, 122, 221, 222) substantive change – Jim Stopher
 - Jim Stopher, Music Department chair, gave a thorough presentation on the background and justifications pertaining to the changes of Ear Training I-IV. (presentation handouts passed around to each CC member)
 - Re-classify MUS 121, 122, 221, 222 as lecture courses (3 TU each) instead of

Lecture/Lab courses (2.75 TU each). Students units increase to 3 units, effective Fall 2021.

- Jim delivered justification from three aspects
 - 1) Full-time and part-time teaching loads
 - 2) Contract definition of lecture vs. Lab (UPM Contract Article 8.22) – most relevant to curriculum committee.
 - Courses partially took place in computer labs with music software in the past, but they have been conducted entirely in classroom for the past 5 years.
 - 3) Student learning
- The floor was open for discussion. – No question from CC.
- Sara moved to approve Music Department to proceed with the substantive changes for Ear Training I to IV.
- Kathleen second the motion.
- Vote: approved.

2. Machine/Welding Split – Ron Palmer

- Ron Palmer, Career Education Department chair, presented the need to peel welding courses from Machine.
 - 1) The two disciplines got combined in 2012 possibly due to results of Program Review and faculty availability.
 - 2) Welding operates separately from Machine; each has its own budget, advisory committee, etc.
 - 3) WELD will be created to house Welding I, II, III. No changes will be made to the courses other than the prefix.
- The floor was open for discussion:
 - Lisa asked if WELD courses could be wrapped into an existing program? Ron answered no. Welding are specialty courses. In the future, the department may research into a possible certificate program.
 - Derek commented that food and welding industries are exploding in the region we live in. CC members discussed about the industry situation and the demand for welders.
 - Nancy and Cari briefly discussed whether CC needed to look at UPM contracts.

- Kathleen moved to approve the CE Department to proceed with Machine/Welding split.
- Rachel second the motion.
- Vote: approved.

Standing Items

4. Chair Announcements (continued):

- Catalog updates
 - Some pages are being built. Dong migrated data to eLumen Catalog but formatting was needed on each page.
- eLumen Degree/CERT Revision Workflow guide was passed around to CC members
 - Gina clarified that the document is to give some guidance on degree revision based on eLumen workflow, not to replace Program Review process.
 - Gina asked CC members to give feedback on this document.
- Interest Cluster is moved forward to be built into our website. It may be done by end of the semester.

5. Tech Review

- The 1st Thursday tech review lab had a great turn out. Wed 2/19 will be an extra tech review lab during COMMunity Hour with SLOAC. Notification will go out to department chairs.
- Please put notes in the workflow if reviewer has reviewed it.

Meeting adjourned at 3:10 p.m.