

## **Curriculum Committee Minutes**

Sub-Committee of the Academic Senate

Spring 2023 Semester

**Meeting Thursday, March 30<sup>th</sup>, 2023 2:15 in AC 303**

Present: Gina Cullen, Bob McCoy, Sara McKinnon, Kathleen Smyth, Kevin Muller, Sara Malmquist-West, Scott Serafin, Beth Sheofsky, Grace Mengqi Yuan, Logan Wood, Luna Finlayson, Cari Torres, Sheldon Carroll, Alex Jones, Ron Palmer.

Absent: Luna Finlayson.

### **Standing Items**

1. Call to Order at 2:17 pm via zoom
2. Approval of the amended agenda
  - Motion to approve: Bob McCoy
  - Second the motion: Kevin Muller
  - Vote: all approved
3. Approval of the minutes
  - Motion to approve: Sara McKinnon
  - Second the motion: Sara Malmquist-West
  - Vote: all approved
4. Public comments
  - Ron shared that he put together a certificate for Motorsports after reinstating ACRT courses for Motorsports.
5. Chair Announcement
  - Gina asked the committee if the committee would hear new proposals after the master calendar deadline. She heard about two potential proposals: (1) Math 123 companion course; (2) ACRT Motorsports Certificate.

Question:

What would be the effective date for the proposals?

(1) Math 123C will be Spring 2024.

(2) Motorsports will be effective upon Chancellor's Office approval.

## **Discussion**

### 1. COUN 115NC – Gina Cullen

- High demand in English language learners (ELL) to enroll in COM.
- Need a noncredit version of COUN 115 for ESL summer bridge students.
- Main target is to serve the ELL students who graduated high school but had low-level English courses from high schools.
- Sara recommend a one-day computer skill workshop to show students how to navigate COM portal system. Gina said it would be part of the content.
- There was a suggestion to consider computer skills courses for ELL students; Gina mentioned CIS was under revitalization and it was a good suggestion for them.
- Kevin Muller moved to put the proposal on the next agenda.

### 2. Degree Articulation and Review Team (DART)

DART was created in 2019 as an ad-hoc committee to review degrees. Since Sara Malmquist-West has been reviewing transfer degrees (ADT) and some degrees need more tweaking than others, Gina suggested to reconvene the DART ad-hoc Committee.

### 3. Discipline Review

- Gina recommend invite disciplines to the Curriculum Committee in the spring semesters to discuss the overall curricula revisions that had been done to the discipline.

(1) Educational purpose

(2) Share with the Curriculum Committee about program review result

(3) How courses link to degrees outside the discipline?

- Kevin raised the time constraint in faculty availabilities. A suggestion is to divide the CC up into small teams to go the departments so CC members can meet more faculty in the discipline and report back to the committee.
- Sara MW asked how it was done in the past when discipline came to Curriculum Committee to present. Cari said there was a schedule of presentations posted to the website; Chairs and sometimes other discipline faculty came to present and discuss.
- Sara MW asked to use PRIE's data to look into degrees that have not been awarded for the recent past years. There was a conversation about looking into the courses that have not been offered, especially when they were listed on the discipline's own degrees or degrees outside of the discipline.

**Action item:** consent agenda.  
Vote: all approved.

Meeting was adjourned at 2:53pm.