
Curriculum Committee Minutes

Sub-Committee of the Academic Senate

Spring 2024 Semester

Meeting Thursday, November 21st, 2024, 2:15 pm

Emergency Zoom link: <https://marin-edu.zoom.us/j/82951617913>

Present in AC 303: Gina Cullen, Kevin Muller, Jason Dunn, Luna Finlayson, Mengqi Yuan, Sara Malmquist-West, Maria Coulson, Cari Torres, Patricia Seery, Beth Patel

Present in Zoom room:

Nancy Willet – KTD office

Sheldon Carroll – KTD office

Kathleen Smyth – KTD office

Absent: Alex Jones

Standing Items

1. Call to Order at 2:18 pm in AC 303
2. Approval of the agenda
 - Motion to approve the agenda: Jason Dunn
 - Second the motion: Jeff Yates
 - Approved
3. Approval of the amended minutes
 - Motion to approve: Jeff Yates
 - Second the motion: Luna Finlayson
 - Vote: approved
4. Public Announcement
 - none
5. Chair's Announcements:
 - Gina asked if the committee would allow an exception to hear a new ADT in Biology presentation in the early Spring 2025 as the faculty is currently on sabbatical.
 - No objection. Exception granted.

Discussion

1. ESLN Proposals – Beth Patel
Current Issue:

- The lowest level currently offered in ESLN is Level 10. Some students cannot succeed at this level as they lack foundational skills, including alphabet recognition. They need literacy education.
- This gap exists county-wide, as literacy courses are not available in adult schools or other resources.
- Although not a curriculum choice initiated by the ESL department, the department recognizes the need to meet students where they are, as the County looks to the College for solutions.

Proposal:

- Create and offer ESLN 005, similar to courses at SRJC and CCSF.
- Resource allocation: Shift units for a Level 10 course to Level 5 to address these needs.
- Offer the course as a late-start (beginning in Week 3) to effectively capture students identified by instructors as needing work on literacy and additional support.
- Late-start would also help prevent students from self-enrolling into this level unnecessarily.
- Experienced faculty have been identified to teach the course.

Discussion:

- Gina shared insights from county meetings, emphasizing that adult education programs should address these needs but are currently not doing so. Students turn to the College for help.
- Suggestion to engage student volunteers or ASCOM to assist with the course.
- Proposed schedule: four days a week to ensure repetition and guidance.
- Jeff Yates highlighted challenges with students lacking digital literacy, particularly relating to instructions for keyboard and computer skills.
- Beth noted that digital literacy is a focus of the department's efforts.
- Patricia added that the department suggested setting the enrollment cap at 20 (lower than the usual 35) to better support students.
- Kevin asked about preventing self-selection into the course as it might appear to be the first in the ESLN sequence. It was suggested to hide or suppress the course at the start of the registration period.
- Other discussions suggested small-group work for students from diverse levels and different language backgrounds; collect student information during orientation using a brief (5-question) form to assess their skill level.

2. New ESL course – Patricia Seery

- Reimagine an ESL course for childcare
- Open enrollment to a broad audience, including mothers, au pairs, and individuals interested in childcare, not just students in the Early Childhood Education (ECE) program.
- Designed for students identified as needing English skills from the ECE Core Skills Certificate Program. The ECE program spans three semesters: students will take ESL in the first two semesters and the core ECE program in the third.

- Language acquisition has been identified as a key challenge for ECE students.
- The current ESLV 004 (advisory level 20) and ESLV 005 (advisory level 35) courses do not meet the needs of students at all levels, ranging from below Level 10 to above Level 70.
- The new course will target students around Level 40 and also accommodate those who are at higher or lower levels.
- A suitable textbook has been identified to ensure consistent instruction.
- In conjunction with the creation of the new course, the department will deactivate ESLV 004 and 005.
- The new course will be numbered ESLV 006.
- Faculty collaborated with CE specialist to align the course with the ECE Apprenticeship program.
- The CTE workforce fund may cover the textbook costs.
- The proposal received positive comments.

3. ADT in Geography – Sara MW

- Update and refresh the ADT in Geography to align with Cal-GETC requirements.
- Add courses to List B to simplify the degree path for students.
- Discipline faculty, Dyana Quick, rewrote and refreshed the program narrative.

Discussion:

- Nancy inquired about the availability of GIS courses.
- GIS courses have not been offered in recent years.
- There was a discussion about the GIS courses and their practical applications.
- Noted that drone applications are a trending topic and could attract more students to the program.

Action:

Jason Dunn moved to approve the consent agenda items. Nancy Willet seconded the motion.
Vote: Approved unanimously. No objections or abstentions.

Meeting was adjourned at 3:00 pm.