

Curriculum Committee Minutes

Sub-Committee of the Academic Senate

Fall 2022 Semester

Meeting Thursday, October 13th, 2022 2:15 pm via Zoom

<https://marin-edu.zoom.us/j/93434117360?from=addon>

Present: Gina Cullen, Bob McCoy, Sheldon Carroll, Luna Finlayson, Lisa Morse, Sara McKinnon, Kathleen Smyth, Alex Jones, Beth Sheofsky, Sara Malmquist-West, Grace Mengqi Yuan, Cari Torres, Ron Palmer.

Absent: Scott Serafin

Standing Items

1. Call to Order at 2:15 pm via zoom
2. Approval of the amended agenda
 - Motion to approve: Lisa Morse
 - Second the motion: Kathleen Smyth
 - Vote: all approved
3. Approval of the minutes
 - Motion to approve: Bob McCoy
 - Second the motion: Sara Malmquist-West
 - Vote: all approved
4. Chair's announcement:
 - Feedback sent to MMST. James responded in favor of the suggestions and asked if he needed to come back to CC to present again.
 - Mandatory revision updates. Gina has been reaching out to department chairs to remind them about the mandatory revision. It has been effective and the chairs responded with plans and potential deactivation.
 - AP 4020 updates. Language from the ASCCC on "Effective Practices for Educational Development" to be added to AP 4020.

Discussion

1. KIN New Courses and Reactivation – Kathleen Smyth
Kathleen presented a series of new activity courses to provide options for students who maxed out of credit course repeatability and have been auditing

other activity courses.

Q & A:

- The committee asked a round of initial questions:
 - Do auditors count towards the total headcount?
 - What if the class is majority auditors?
 - Does that make a case for offering as noncredit?
- Cari and Kathleen responded that auditors were added after the census date, and courses were supposed to have enough enrollment to run before the census date.
- The eligible category to qualify for noncredit would be serving older age, which is self-identified. Kathleen talked about the quality of the credit activity courses and the need from the community. Sara added that whether noncredit makes sense depended on the goal of those courses. If auditors were mostly older students then noncredit make sense.
- Grace asked the Department's plan after students reached the maximum repeatability of those new courses. Kathleen answered that the department does not plan to add more variant.
- Bob asked about prerequisite among the A-D courses. Kathleen answered that the courses would not have prerequisites.
- Lisa asked whether the courses would be scheduled concurrently, similar to the Dance courses that are leveled from A to D and concurrently offered. Kathleen confirmed the concurrency on A to D sections and added that the new courses and the existing activity courses would be offered on a rotation.
- Sara Malmquist-West talked about a potential issue in articulation where some courses would be articulated and some might not. Gina added the concern of the limitation on similar credits.
- Kathleen and Grace also talked about the need to revise AAT in Kin when the new courses were approved.
- Transferability and offer date: potentially CSU Fall 2023; UC Fall 2024.
- Sara McKinnon suggested create first two levels of new courses and delay the other levels to future development.
- Kathleen will bring the feedback to her department and follow up with the Committee.

2. BOAP Updates - Ron Palmer

Ron gave an update on the change proposed from Golden Gate Transit (referred to as "the Bus Company" in the following list)

- The Bus Company asked to reduce the Apprenticeship Program from 12 weeks to 6 weeks due to the emergent need to recruit more bus drivers. Also requested are to change names of each course, update course content in the COR based on the Bus Company's calendar with daily teaching content.
- Ron suggested to cut the course units in half, to be 1 unit per class. If taught

- in a full term, 1 unit would translate to 0.5 lecture hour and 1.5 hours per week for 17.5 weeks.
- The Bus Company wanted to schedule each course over 5 course days. Scheduling over 5 course days, students are expected to complete 7 hours of lecture/lab activities per day, and 3.5 hours of out-of-class work per day. Students are expected to spend 10.5 hours per day on the course.
 - Ron needed to rewrite the courses due to the proposed changes from the Bus Company. He already created the courses based on 12-weeks length in eLumen, and they are at Tech Review stage now.
 - How to do assessment for the courses, how and who to evaluate BOAP faculty, and who to hire to teach the courses remain as questions. (COM's Academic Senate is dealing with the minimum qualification on BOAP.)
 - Sara McKinnon asked to consider the Contract Education model. Cari responded that the back-and-forth changes had to do with the apprenticeship program.
 - Sara McKinnon asked if students would need a State test at the end of the training. Ron responded that there were rules on regulations tests, driving test, and requirement of driving with mentor and testing.
 - Gina suggested to start the program in noncredit as a pilot. Ron asked if change would impact the grant. CC said that Dean of CE shall be consulted on this aspect.
 - Bob liked the suggestion to offer the program in noncredit. He commented that the Bus Company need to provide more curriculum content than a calendar to Ron as he already created the curriculum for 12 weeks. Ron added that he almost used up the hours awarded to develop this apprenticeship program.
 - Sheldon mentioned a few apprenticeship programs in the Bay area and that they were not transcribed on the transcripts. He suggested CC get information on how the apprenticeship program was set up in Mission College.
 - Potential start date is Fall 2023.
 - Alex reiterated the changes coming down from the Chancellor's Office that apprenticeship is allowed in credit, noncredit, not-for-credit.
 - CC agreed that more deliberation is needed on this topic.

Action Items:

1. Reinstate ACRT 106 and 107

Sara McKinnon moved to approve the consent agenda; Bob McCoy seconded the motion. All approved. No objection. No abstention.

Meeting adjourned at 3:30 pm.