



**COMMITTEE MEETING**  
Wednesday, March 29, 2017  
1:30-4:30 p.m.  
**Faculty Lounge**

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**DISCUSSION MINUTES**

**Voting Members Present:**

Guy Dadson, Natural Science  
John Ison, Humanities  
Cindy Zarske, Math/CSCI, Technical Review Chair  
Jay Seidel, Tech. & Eng  
Gary Graves, Business/CIS

Frank Guthrie, Fine Arts  
Kelly Nelson-Wright, Social Science  
David Brown, Library  
Nahrin Hinaro, Counseling/Std Srvs  
Sean Sheil, PE

**Resource Members Present:**

Jennifer Combs, Curriculum Chair  
Nicol Tushla, Admission & Records  
Mark Greenhalgh, Dean Math/CSCI  
Jose Ramon VPI

Rachel Roschel, Curriculum Assistant  
Laurie Triefenbach, Catlg/Sched Coord  
Doug Benoit, Dean Bus/CIS  
Scott Lee, Articulation

**Members Absent:** Stewart Kimura/Matriculation, AS Student

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**I. Approval of Minutes:**

- a. \*March 15, 2017
  - i. Discussion Minutes
  - ii. Proposal Minutes
- MSU approved

**II. Approval of Agenda:**

- a. Addition: Outdoor Recreation and Safety Skills Certificate Deletion for 2017.
  - MSU approved
  - Adding deletion to DCCC agenda for April Meeting and BOT agenda for May Meeting.

**III. Curriculum Correction/Fast-Track Approvals:**

- a. FOOD 130 F- correction to add FSA C22 Nutritional Science/Dietetics
  - MSU approved- effective Spring 2017
- b. Correction to CLEAN UP List:
  - i. Advanced Fashion Design Certificate- FASH 045 F- unit correction from 2 to 1 unit FY 2017 only.
    - MSU approved- effective Spring 2017
- c. Request to add new FSA Code "A25- Art History" to campus curriculum.
  - MSU approved - effective Spring 2017
- d. Add new FSA Code "A25-Art History" to existing Art History courses:
  - ART 110 F Introduction to Art
  - ART 112 F Ancient to Medieval
  - ART 113 F Renaissance to Modern
  - ART 114 F Impressionism to the Present
  - ART 116 F The Art of Mexico
  - ART 117 F American Art
  - ART 196 F Honors Art
  - MSU approved- effective Spring 2017

#### **IV. Proposal Approvals:**

##### **a. \*Curriculum Proposal Agenda-*handout***

- Please refer to handout titled “*Curriculum Proposal Minutes*” for details on approvals.

#### **V. Approval of SLOA's:**

##### **a. Programs:**

##### **i. Administration of Justice AA- TBD**

- Outcome: Demonstrate an understanding of criminal law and the judicial process
  - Assessment: Exams.
  - Outcome: Demonstrate knowledge of forensics and criminology.
  - Assessment: Exams.
- MSU approved- effective Spring 2017

#### **VI. PE Designation for PE Activity Courses: Scott Lee, Articulation Officer**

- Scott will compile a list of PE Activity courses and send to Sean Sheil, PE Div Rep for review. Then Scott will bring the list and a proposed statement to be included in catalog and schedule descriptions to the committee for discussion/action.
- Committee will also need to discuss a plan for updating PE courses with the statement identifying them as meeting the PE requirement for graduation.

#### **VII. CSU GE Area D Subcategories Elimination: Scott Lee, Articulation Officer**

- Committee discussed the technical challenges of revising CSU GE Area D on the GE screen in CNET to eliminate the subcategories, since CSU GE has done so and now relies only on disciplines.
- Students still need to complete three courses from at least two different disciplines.
- Further discussion is needed to determine how this can be modified in CNET to reflect the new CSU GE approach in Area D.

#### **VIII. Announcements/Informational Items From Chair:**

##### **a. Updates**

- Committee discussed target deadlines for launch of 2018 curriculum.
- In May, the Technical Review Committee (level 2.80) will advise faculty the target date for launch was April 16<sup>th</sup> so proposals may not make it through for 2018 and will require close attention to have the best chance of approval in time for the proposed effective date. In the Fall 2017, TRC (level 2.80) will advise faculty that 2018 proposals just reaching that level will need to change their proposed start date to 2019.

##### **b. Accreditation preparation update**

- Chair asked the committee to review the 2<sup>nd</sup> draft of Accreditation Self-Study emailed out to staff on March 28<sup>th</sup> from Danielle Fouquette, especially sections regarding curriculum. It was noted that it is possible to do a keyword search for “curriculum” in the document to find sections the committee could be most helpful with. Chair asked the committee to share feedback with her.
- Rachel will send the document to the committee for review.

##### **c. Other...N/A**

#### **IX. \*Curriculum Committee List and Terms: *handout***

- Rep terms were confirmed through Faculty Senate records.
- Counseling and T & E will need to recruit and elect new reps to begin Fall 2017.
- Chair asked current reps to work with their faculty to identify a replacement and to notify her so she can arrange Senate confirmation after the division has elected a new rep.
- Chair is working on a proposal to adjust terms to simplify elections and training and to ensure terms are staggered so we do not have too much turn-over at any one time. Ideally, experienced reps will actively participate in the training of new reps, especially for Technical Review Team work.

**X. Technical Review Clarification/Updates:** Cindy Zarske, Tech Review Chair

- a. Reminder – Tech Review weekly
- b. Issues re: Tech Review for Programs
  - a. Follow-up on List A/List B in ADT's vs. other programs
    - Chair will contact Carol Dumas for her input on using List A/List B for programs other than ADTs
  - b. Level 6 checks follow-up
    - Tabled to 4/19/17

**XI. Curriculum Policies and Procedures**

- a. TBD during meeting
  - None at this time.

**XII. Old Business: (includes return and/or ongoing curriculum issues):**

- a. Online Instruction: Regular and Effective Contact: Department/Division Practices, DEAC update

***\* Curriculum Committee meeting scheduled for Wednesday April 5<sup>th</sup> in the Faculty Lounge was cancelled. Curriculum on the 3-29-17 Proposal Agenda was approved or determined to be ready for approval once additional proposals in the approval process reach level 6.0 and are included on a Curriculum Committee agenda. The committee anticipates an increase in the number of proposals coming up for Technical Review that need to be prioritized to keep them moving through the process.***

***Next Curriculum Committee meeting Wednesday, April 19<sup>th</sup>, 2017 at 1:30 p.m. in Faculty Lounge.***