



COMMITTEE MEETING
Wednesday, November 16, 2016
1:30-4:30 p.m.
Faculty Lounge Room 1246

DISCUSSION MINUTES

Voting Members Present:

Guy Dadson, Natural Science
John Ison, Humanities
Kelly Nelson-Wright, Social Science
Nahrin Hinaro, Counseling/Std Srvs
David Brown, Library

Frank Guthrie, Fine Arts
Gary Graves, Business/CIS
Cindy Zarske, Math/CSCI
Jay Seidel, Tech. & Eng
Sean Sheil, PE

Resource Members Present:

Jennifer Combs, Curriculum Chair
Scott Lee, Articulation
Laurie Triefenbach, Catlg/Sched Coord
Jose Ramon, VPI
Doug Benoit, Dean Bus/CIS

Rachel Roschel, Curriculum
Nicol Tushla, Admission & Records
Mark Greenhalgh, Dean Math/CSCI
Franklin Buena, AS Student

Members Absent: Stewart Kimura/Matriculation

I. Approval of Minutes:

- a. *November 2, 2016
 - i. Discussion Minutes
 - ii. Proposal Minutes
 - MS Approved with updates.

II. Approval of Agenda:

- MS Approved –remove item VII.

III. Curriculum Correction/Fast-Track Approvals FY 2017:

- a. Proposals on DCCC Agenda need corrections and approval.
 - i. COUN 136 F-Course deletion approval. Not affecting programs.
 - ii. Computer Information Systems AS Degree
 - a. Add CIS 281 F to last section within degree. Does not change the units.
 - iii. Dressmaking-Alterations Certificate
 - a. Updated Restricted Electives into Required courses. All courses required for completion of certificate. Does not change the units that were previously approved.
 - iv. INDS Social Behavior
 - a. Add courses POSC 110 F, POSC 110HF, SOC 277 F, SOC 277HF, SOC 290 F and **SOSC 125 F** to program.
 - v. CIS 222 F and CIS 290 F- reapproved from 2 hours lab to 1 hour lab.
 - vi. Real Estate Sales Certificate: justification revised for clarification
 - vii. Radio Broadcasting Certificate: SPCH 105 F to COMM 105 F (added to fast-track package)
 - viii. Catalog Descriptions Corrections- Updating deleted courses with new courses.
 - a. **MATH 130 F:**
Prerequisite: MATH 129 F with a grade of "C" or better, or math skills clearance. 72 hours lecture per term. This course includes fundamentals of analytic geometry and calculus; differential calculus, integral calculus, and selected applications of calculus; functions and managerial planning and their use in economics and business. A scientific calculator will be required; a graphing calculator may be required. Computer applications may be included. (CSU) (UC Credit Limitation; MATH 130 F,

MATH 150AF and MATH 150HF, combined maximum credit one course) (Degree Credit) AA GE, CSU GE, IGETC

MATH 150HF deletion replaced with MATH 151HF

MATH 150AF deletion replaced with MATH 151 F

b. **BUS 240 F:**

54 hours lecture per term. This course is an introduction to the legal environment in which a business firm operates. Topics include an introduction to the American legal system, contracts, torts, product liability, forms of business organization, trade regulation, labor law, environmental law, and international business law. (CSU) (UC Credit Limitation: BUS 240 F, BUS 240HF, BUS 241AF and BUS 241BF combined; maximum credit, one course) (Degree Credit) AA GE

BUS 241AF → deletion replaced with BUS 245 F

BUS 241BF → deletion replaced with BUS 246 F

ix. Paralegal AS & Paralegal Certificate

a. Update PLEG 210 F units from 1-4 to 2-4. Does not change units in programs.

x. Athletic Coach Certificate

a. Update PE 202 Title and Units (FROM Baseball, 2 units TO Intercollegiate Baseball, 3 units). Does not change units in program.

➤ MSU Approved – All above for item a. i –x.

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. Interdisciplinary AA: Emphasis in Arts and Human Expression

i. Create written and spoken works that demonstrate effective communication and critical thinking skills.

ii. Demonstrate a critical understanding, appreciation and expression of artistic and cultural sensibilities in historical and contemporary contexts.

b. Interdisciplinary AA: Emphasis in Social Behavior and Self-development

i. Identify, analyze, and communicate an understanding of self and society through systematic investigation of social behavior, institutions, and culture.

ii. Demonstrate a critical understanding, appreciation and expression of philosophical and cultural sensibilities in historical and contemporary contexts.

c. Interdisciplinary AA: Emphasis in Social Sciences

i. Demonstrate a critical understanding, appreciation and expression of historical, philosophical, and cultural sensibilities in historical and contemporary contexts.

ii. Examine and analyze the impacts of changes in demographics and increased diversity in US culture.

d. Interdisciplinary AA: Emphasis in Science and Math

i. Analyze and solve theoretical and applied mathematical problems using the logic and symbol system of mathematics.

ii. Examine and evaluate issues related to the physical and biological sciences from an evidence-based perspective and use in applied contexts.

➤ MSU Approved FY Fall 2016

VI. CurricUNET Holiday Shutdown Dates FY 2016/2017:

➤ Thanksgiving - 11/21/16 -> back on 11/28/16

➤ Winter Holiday- 12/5/16 -> back on 1/30/17

➤ Spring Break – 4/10/17 -> back on 4/17/17

➤ Summer – 5/22/17 -> back on 8/28/17

➤ Levels on Hold

○ 2.0- Campus

○ 2.80- Technical Review Committee

○ 3.0- Crosswalk SCE, Cypress

VII. *Curriculum Clean-Up List- Carol Dumas/District-handout

- Chair asked committee to review handout and bring any questions or concerns for discussion at the next curriculum meeting.

VIII. Announcements/Informational Items From Chair:

a. Accreditation Support:

- Chair advised committee that accreditation preparation is ongoing and she will need assistance with dates and/or documentation requested.

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

a. *ADT Catalog descriptions feedback from state: standard language expected at the end of the description.

- State is requiring language on all catalog descriptions which also need to be in the catalog.
- Committee discussed and decided to develop a template to be used for each ADT to be included in the catalog descriptions.
- Curriculum Specialist will update state Narrative sample forms.

“The following is required for all AA-T or AS-T degrees:

1. ***Completion of 60 CSU-transferable semester units.***
2. ***Minimum grade point average (GPA) of at least 2.0 in all CSU-transferable coursework. While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.***
3. ***Completion of a minimum of 18 semester units in an “AA-T” or “AS-T” major as detailed in the program section of the 2013-2014 catalog. All courses in the major must be completed with a grade of C or better (title 5 § 55063).***
4. ***Certified completion of the California State University General Education-Breadth pattern (CSU GE Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.***

ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis. A “P” (Pass) grade is not an acceptable grade for courses in the major.”

b. *State Narratives- Samples of template handouts Q&A

- Curriculum Specialist is working on samples to simplify the process of preparing state narratives and will distribute them for committee feedback.

c. Details of Revisions for Program Justifications

- Update to Tech Review Guide for Team C to reflect new “Revision Type” checklist for Programs:
 - Every area with changes should be checked in Revision Type
 - These changes should also be listed/explained in Justification:
 - Courses added/removed from required courses and restricted electives (list them)
 - Title revision (FROM and TO)
 - Units revision (FROM and TO)

d. Other

II. Curriculum Policies and Procedures

a. TBD

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

- a. Internship Hours: "Cooperative Work Experience"= 60 unpaid or 75 paid hours per unit- on MDB
- b. Online Instruction: Regular and Effective Contact: Department/Division Practices, DEAC updates
- c. LAOCRC and/or State Forms need to be attached in CNET Approval Process- Rachel
- d. Proposal to Add Study Abroad Program participation as alternative method of satisfying Multicultural Graduation Requirement-*handout*
- e. Technical Review Chair- Term length

Next Curriculum Committee meeting Wednesday, November 30, 2016 at 1:30 p.m. in room 1246 Faculty Lounge.