

**Curriculum Committee Meeting**

Wednesday, September 6, 2017

1:30 - 4:30 pm @ Lab 611

# **Discussion Minutes**

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| **Voting Members Present:** | **Resource Members Present:** | **Absent Members:** |
| Kelly Nelson-Wright, *Social Sciences* | Laurie Triefenbach | Doug Benoit, *Dean Business/CIS* |
| Gary Graves, *Business / CIS* | Mark Greenhalgh, *Dean Math / CIS* | Steward Kimura, *Matriculation* |
| Sean Sheil, *PE* | Scott Lee, *Articulation* | *AS Student REP* |
| Cindy Zarske, *Tech. Review Chair* | Marwin Luminarias,, *Curriculum* | Jennifer Combs, *Chairperson* |
| David Brown, *Library* | José Ramón Núñez, *VPI* |  |
| Frank Guthrie, *Fine Arts* |  |  |
| John Ison, *Humanities* | **Guests:** |  |
| Nicol Tushla, *A&R* |  |  |

1. **Approval of Agenda**

J. Ison noted that some ESL courses were approved on April 19, 2017.

***MSU to accept the Discussion Agenda without objection***

Chair returned to this item to add: ANTH 101LF to change corequisite (not concurrent) without objection

1. **Approval of Minutes** 
   1. **May 17, 2017** 
      1. Discussion Minutes (attachment)
      2. Proposal Minutes (attachment)
   2. **August 30, 2017**
      1. Discussion Minutes (attachment)

***The approval of minutes were tabled without objection***

1. **Curriculum Correction / Fast-Track Approvals**
   1. **CNET Error Corrections (L. Triefenbach)** 
      1. MUS 292 F- CB04 changed from Non-Degree Credit to Degree Applicable
      2. ~~MUS 070 F - This course is not transferable but the catalog description says it’s repeatable three times. Remove last line in Catalog Description~~.
      3. MUS 207 F - change lecture hours from 72 to 54 hours per term.
      4. ~~MUSA 200 F - confusion over prerequisite and corequisites~~

This will need to be addressed with the department.

* + 1. MUS 081 F - course is not repeatable but the catalog description says that is it. Catalog description should also begin with 0-54 lecture hours and 0-162 lab hours per term.
    2. ~~SPCH 138HF - part of the new Communication Studies but not updated~~
    3. ~~RADT - remove from CNET dropdown menu since it’s not offered at FC~~
    4. ~~PT - remove from CNET dropdown menu since it’s not offered at FC~~
    5. PE 280 F - duplicate
    6. JOUR 225 F - duplicate
    7. ENG 299 F - duplicate

9 to 11 should be a **change status**  on CNET to Historical

* + 1. ~~ACR - this is a prefix used by NOCE (formerly SCE) not FC~~
    2. DART 154 F - title should be “Creature Sculpting with ZBrush”

***MSU to approve corrections on CNET without objection***

* + 1. ANTH 101LF - change corequisite (not concurrent) in Active & Pending versions

ANTH 101LF was tabled for Kelly to confirm the department’s intentions for the corequisite.

1. **Proposal Approvals:**
   1. Curriculum Proposal Agenda (September 6, 2017)
2. **Announcements/Informational Items:** (Jennifer Combs, *Curriculum Committee Chairperson*)
   1. Updates
   2. 2017-2018 Approval Process
   3. Calendar of meeting dates for 2017-2018 from 1:30-4:30pm in Faculty Lounge
      1. September 20, 2017
      2. October 4th, 18th
      3. November 1st, 15th, 29th
      4. December 6th
      5. January 31st (5th Wednesday), 2018
      6. February 7th, 21st
      7. March 7th, 21st
      8. April 4th, 18th
      9. May 2nd, 16th
   4. CourseLeaf CIM Demo for Committee
   5. Status of new COCI 2.0 (Luminarias) - no good news from the State inventory system.
3. **Curriculum Handbook** (J. Combs) ***Tabled without objection***
4. **Technical Review Clarification/Updates:** (Cindy Zarske, *Tech Review Chair*)

TRC Chair reported on the status of technical review, and clarified some reviewing issues such as using the MC and CR reports.

1. **Repeatability for Internship / Work Experience Courses** (G. Graves, attachment)

Committee discussed option of course repetition by petition versus developing families of internship courses and the later was determined to be preferable.

1. **“Fast Track” Guidelines** (J. Combs)

Fast Track should only be used in correcting situations that would hurt students.

Please email JC, CZ, and ML.

Current Fast Tracked proposals:

1. Communication AA and ADT degree - to reflect COMM 138 F unit revision
2. Business internship courses - to create a “family” of courses
3. Business Technology Skills Certificate - reflect unit revision for READ 142 F
4. Quick Print Certificate, Desktop Publishing Certificate - to reflect deletion of PRNT 070 F
5. **Distance Ed Contact Types Screen – updated guidelines** (J. Combs) ***Tabled without objection***
6. **Curriculum Policies and Procedures:** 
   1. The only code changes that need to be checked in proposal type is the red strikethrough with green highlighted text.