

Curriculum

Curriculum Committee **MINUTES**

Wednesday, May 17, 2023 1:30 - 4:30pm

Building 200: Room 224

Zoom access:

Join from PC, Mac, Linux, iOS or Android: <https://fullcoll-edu.zoom.us/j/94532442489?pwd=Rml0dURyc1Y0a01xVTFhaEdmQUxFTU09>

Meeting ID: 945 3244 2489 Passcode: 310499

One tap mobile: +16694449171, 94532442489

I. **Call to Order:**

Voting Members:	Present	Role:
John Ison	Y	Curriculum Committee Chair
Abraham Romero Hernandez	Y	MATH Division Rep
Allen Menton	Y	Fine Arts Division Rep
Phat Truong	Y	BUS Division Rep
George Bonnard	Y	CTE Division Rep
Guy Dadson	Y	Tech Review Chair, Natural Sciences Div. Rep
Jon-Michael Hattabaugh	Y	COUN Division Rep
Kelly Nelson-Wright	Y	Social Sciences Division Rep
Yolanda Duron	Y	PE Division Rep
Valentin Macias	N	LIB Division Rep
Toni Nielson	Y	Humanities Division Rep
Resource Members:	Present	Role:
David Grossman	Y	Dean, Physical Education
Kevin Tran	Y	Articulation, Counseling
José Ramón Núñez	Y	Vice President of Instruction
Kenneth Starkman	Y	Dean, Technology & Engineering
Nicol Tushla	Y	Admissions & Records
Scott Lee	Y	Articulation Officer
David Soto	Y	Education Services & Technology Coordinator
Pending Associated Students appointment	N	Student Rep
Thydan Huynh	Y	Guest, Counseling

I. **Roll Call:** 1:30pm

II. **Public Comments:** *Maximum 10 minutes, 1 minute per person or group*

III. **Approval of Agenda** **MSU as a BLOCK**

A. May 17, 2023 Discussion Agenda

B. May 17, 2023 Proposal Agenda

Voting Members:	Present	Role:
Abraham Romero Hernandez		MATH Division Rep
Allen Menton		Fine Arts Division Rep
Phat Truong		BUS Division Rep
George Bonnard		CTE Division Rep
Guy Dadson		Tech Review Chair, Natural Sciences Div. Rep
Jon-Michael Hattabaugh		COUN Division Rep
Kelly Nelson-Wright		Social Sciences Division Rep
Yolanda Duron		PE Division Rep
Valentin Macias		LIB Division Rep
Toni Nielson		Humanities Division Rep

IV. Approval of Minutes **MSU as a BLOCK**

- A. May 3, 2023 Discussion Minutes
- B. May 3, 2023 Proposal Minutes

Voting Members:	Present	Role:
Abraham Romero Hernandez		MATH Division Rep
Allen Menton		Fine Arts Division Rep
Phat Truong		BUS Division Rep
George Bonnard		CTE Division Rep
Guy Dadson		Tech Review Chair, Natural Sciences Div. Rep
Jon-Michael Hattabaugh		COUN Division Rep
Kelly Nelson-Wright		Social Sciences Division Rep
Yolanda Duron		PE Division Rep
Valentin Macias		LIB Division Rep
Toni Nielson		Humanities Division Rep

V. Curriculum Corrections / Fast-Track Approvals **MSU as a BLOCK**

- A. PSLO revisions CC approval needed: ~~Piano Teaching Certificate; Illustration Certificate; Children's Book Illustration Certificate; Storyboarding Certificate;~~ Computer Information Systems Certificate; Computer Technician Analyst Certificate; Computer Technician Apprentice Skills Certificate; Cyber Security Analyst Certificate; Cyber Security AS Degree; Cyber Security Master Certificate; Cyber Security Technician Certificate; Networking Certificate; ~~Office Applications Apprentice Certificate;~~ Programming Certificate; Web Design Certificate; Web Design Skills Certificate.
- B. DE Addenda CC approval needed: [None at this time](#)
- C. MICR 262 F: Removal of CHEM 107 F and CHEM 111AF as prerequisites in Banner, as their addition to MICR 262 F never went through the curriculum process. **MSU**
[Chemistry classes were added to MICR 262 F in Banner for student clearance without the knowledge and consent of Chemistry faculty, and/or the Natural Science Division representative. Effective immediately.](#)
- D. Removal of Material Fees from Catalog Description, Schedule Description, and Master Database, as a response to CC action on 5/3/2023: GRFX 100 F, 120 F, 150 F, 151 F, 160 F, 170 F, 200 F, 230 F, 240 F, 250 F, 270 F **MSU**
- E. ART 299 F FSA addition (M40 and P05) **MSU**
[It is always important to let the division representative know of any changes made to curriculum.](#)

- VI. Proposal Agenda (attachment) MSU**
- VII. Announcements/Informational Items: (John Ison, Chair)**
- A. Annual Report
John created an annual report and shared the document with the committee.
 - B. Fall 2024 proposal deadline and upcoming UC/TCA deadline
 - C. Faculty Senate and DCCC updates
 - D. Tech Review Meeting After CC Meeting (Reminder)
 - E. Other updates
- VIII. Tech Review Clarification/Updates: (Guy Dadson, Technical Review Chair)**
Guy thanked everyone for their help during the semester.
- IX. Credit for Prior Learning/Update: (Scott Lee, Articulation, and Ken Starkman, Technology and Engineering)**
- A. Catalog Description and Application Form
 - B. Approval/Acceptance Process
 - C. Questions to Consider
- X. Material Fees: (José Ramón Núñez, Vice-President of Instruction) MSU**
A document was shared with the committee of all the courses with material fees. All the courses on the document were approved by the faculty originators.
- XI. DE Addendum State-Mandated Revisions: (John Ison, Curriculum Chair)**
Jennifer Combs reminded John that the curriculum committee will have to revise the language on the DEA form. The change will include the ability to distinguish delivery methods from Asynchronous and Synchronous. This item will be placed on a discussion agenda in the Fall.
- XII. CurricUNET edits: (Heather Treminio, Curriculum Specialist) MSU**
Heather added more information to the front page of CNET, added Online Asynchronous and Synchronous boxes to the DE delivery methods and on the programs under Award Type faculty will have the option to select AA/AS CTE or Certificate CTE. Regarding course minor revisions, John and Heather reviewed the proposal types and narrowed the list of options to choose from since there were many problems.
- XIII. AA GE Area Definitions and Requirements: (John Ison, Curriculum Chair)**
John shared a document with the committee to look over. The document was also sent to everyone via email the Friday before the meeting.
- XIV. Co-Requisites, Concurrency, and Banner: (Allen Menton, Fine Arts Representative)**
John was told to speak to Geoff Hurst at district to see if he will be able to help us fix the concurrent co-requisites in Banner. Cypress is having the same problem.
- XV. Adding Division Name to Program Catalog Descriptions: (David Soto, Education Services and Technology Coordinator) MSU to add a field in CNET for divisions**

The curriculum committee discussed a way to add divisions to programs for the catalog. One suggestion was to add it to the catalog description and another suggestion was to add a field under program code in the catalog. Heather will submit a ticket to CNET to add a field in the cover of programs to include divisions. A list will be sent out to reps to confirm programs in their division and then add to CNET. We will not add a section in the catalog for divisions yet.

XVI. Farewell Statement: *(Jon-Michael Hattabaugh, Counseling rep)*

Jon-Michael thanked everyone for their support during his time serving on the committee. He also read the following statement: “The COUN Division has recently been asked to respond to course proposals that overlap the content and scope of our curriculum. Career Guidance & Exploration, Academic Success, the Transition to College, Educational Planning, Goal Setting, and Personal Development are all content areas that fall under the purview and expertise of Counseling and Guidance. These topics and themes can be seen in our current offerings, and we are not in support of them being used in curriculum proposals outside of our discipline. Furthermore, at the onset of the Guided Pathways movement, there were attempts at creating a First-Year Experience course with an open FSA. This would have undeniably overlapped our curriculum. We stood firm in our position back in 2020 that our courses support the tenets of FYE and that if any course were to be offered it should be one from Counseling and Guidance taught by COUN faculty. As conversations about an FYE type course with multiple FSAs resurface, our position remains the same. It is the duty of the Curriculum Committee to ensure that content is not overlapped in the courses we offer across all our divisions, and I bring this item to you, respectfully, to ask that you support and uphold our stance on the matter. Thank you.”

XVII. Updates re: AB 928 and AB 1111: *(John Ison, Chair)*

XVIII. New Catalog Help Desk: *(David Soto, Education Services & Technology Coordinator)*

- A. cataloghelp@nocccd.edu

XIX. Fall 2023 Curriculum Committee Meetings

- A. August 30th
 September 6th, 20th
 October 4th, 18th
 November 1st, 15th, 29th
 December 6th

XX. Ongoing Agenda Items:

- A. CC Ethnic Studies Requirement Plan
 B. Process for Course Overlap
 C. Accreditation Evidence
 D. Banner, COCI and Catalog Issues
 E. Reading Requirement

XXI. Future Agenda Items:

XXII. Tech Review Meeting Announcement: *(Curriculum Committee)*

XXIII. Adjournment: 4:30pm

Next meeting: **August 30, 2023**

Curriculum.Fullcoll.edu

Meetings: [See Curriculum Committee Calendar](#)

