

Curriculum

Curriculum Committee **MINUTES**

Wednesday, May 15, 2024 1:30 - 4:30pm

Building 200: Room 224

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
Gary Graves	Y	BUS Division Rep
George Bonnard	Y	Technology and Engineering Division Rep
Guy Dadson	Y	Tech Review Chair, Natural Sciences Div. Rep
Thydan Huynh	Y	COUN Division Rep
Kelly Nelson-Wright	Y	Social Sciences Division Rep
Yolanda Duron	Y	PE Division Rep
Valentin Macias	Y	LIB Division Rep
Toni Nielson	Y	Humanities Division Rep
Resource Members:	Present	Role:
David Grossman	Y	Dean, Physical Education
Carlos Ayon	Y	Dean, Business & CIS
Kevin Tran	Y	Articulation, Counseling
José Ramón Núñez	Y	Vice President of Instruction
Kenneth Starkman		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

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

III. **Public Comments:** *Maximum 10 minutes, 3 minutes per person or group*

IV. **Approval of Agenda** MSU

- A. May 15, 2024, Discussion Agenda
- B. May 15, 2024, Proposal Agenda

Voting Members:	Present	Role:
Abraham Romero Hernandez		MATH Division Rep
Allen Menton		Fine Arts Division Rep
Gary Graves		BUS Division Rep
George Bonnard		Technology and Engineering Division Rep
Guy Dadson		Tech Review Chair, Natural Sciences Div. Rep

Thydan Huynh		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. Approval of Minutes [MSU](#)

- A. May 1, 2024, Discussion Minutes
- B. May 1, 2024, Proposal Minutes

Voting Members:	Present	Role:
Abraham Romero Hernandez		MATH Division Rep
Allen Menton		Fine Arts Division Rep
Gary Graves		BUS Division Rep
George Bonnand		Technology and Engineering Division Rep
Guy Dadson		Tech Review Chair, Natural Sciences Div. Rep
Thydan Huynh		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

VI. Curriculum Corrections / Fast-Track Approvals

- A. PSLO approvals: [none at this time](#)
- B. DE Addenda approvals: [none at this time](#)
- C. FSA approvals: [none at this time](#)
- D. Curriculum Correction: Add AA GE to the Catalog Description of MIND 105 F on CurricUNET, Banner and Catalog [MSU](#)

VII. Proposal Agenda (attachment) [MSU](#)

VIII. Announcements/Informational Items: (John Ison, Chair)

- A. Annual Report
- B. Common Course Numbering Update:
 - i. Summer and early Fall 2024, state faculty workgroups will develop “CCN Descriptors” for the “top 6” transferable courses: College Composition (FC’s ENGL 100 F); Argumentative Writing and Critical Thinking (FC’s ENGL 103 F); Public Speaking (COMM 100 F); Introduction to Statistics (FC’s MATH 120 F?); Introduction to American Government and Politics (FC’s POSC 100 F?) and Introduction to Psychology (FC’s PSY 101 F?) for implementation effective Fall 2025
 - ii. The state solicited volunteers during week 13. Names will be on the Faculty Senate ballot.
- C. Curriculum Origination: Recommendations for Next Year

[With big revision projects coming this upcoming year, John suggested to the committee if it would be best to have only a limited group working on curriculum on CNET for these projects. For example, faculty will still work on curriculum development and revisions, but maybe the division or department will make 1-2 point person to do the CNET inputting. This suggestion could possibly resolve the entanglements or delays we have experienced before. Feedback was given by the PE division rep that it is best that all faculty know how to use CNET, and more training should be offered. John acknowledged the feedback and reminded](#)

Curriculum.Fullcoll.edu

Meetings: [See Curriculum Committee Calendar](#)

the committee that he offers training sessions for faculty via Zoom. He has also spoken to the Staff Development coordinator about a possible Flex Day training.

D. Other announcements

IX. Tech Review Clarification/Updates: (Guy Dadson, Technical Review Chair)

Guy thanked the division reps because he has seen a greater participation in tech review.

X. Parliamentary Procedure and Brown Act (Yolanda Duron, PE)

The PE division rep requested that training on parliamentary procedure and the Brown Act be given to committee members, particularly new division reps. John agreed and will work with Faculty Senate in the Fall to make that happen. In the past, ASCCC has agreed to meet with local committees on the Brown Act, Title 5 or other topics. Others suggested access to a book on Robert's Rules of Order. The committee supported the idea of a Flex Day activity, as well as the idea of inviting experts to talk with the committee.

XI. Associate degree GE revision: Faculty Senate and DCCC, etc. Updates (John Ison, Chair)

- A. Faculty Senate
- B. Fall 2025 implementation
- C. Next steps

The Associate Degree GE revision, approved by Faculty Senate on May 2, 2024, missed the submission deadline for the last DCCC meeting of the 2023-2024 school year. Therefore, the revision was not placed on the DCCC May 9 curriculum-proposal agenda. As a result, plans have been scrapped for Fall 2024 implementation of both the revised GE pattern and the Ethnic Studies requirement. DCCC asked FC's curriculum committee to submit a GE revision next semester. DCCC also suggested a Fall 2025 implementation date. The curriculum committee will discuss this topic at the August 28, 2024 CC meeting.

XII. eSports Lab Courses - FAST-TRACK (Second Read) (Gary Graves, Business/CIS) **TABLED**

XIII. Schedule and Catalog Timelines: (John Ison, Chair)

School Year 2024-2025 Important Dates:

October 1, 2024: Complete new and revised courses for Fall 2026 and enter them into the curriculum approval process.

November 1, 2024: We stop approving courses and programs for Fall 2025 and start approving courses and programs for Fall 2026.

March 1, 2025: All courses being submitted to UC Transfer and Cal-GETC for Fall 2026 must be approved by the curriculum committee by this time.

The curriculum committee will deemphasize, if not retire, the "first week of spring semester" prelaunch deadline, since it would only apply to courses requiring local approval and no transfer approval.

The Tech Review Chair disagreed with the proposal to change the prelaunch deadline, since faculty have a hard time with the current deadline. The committee agreed to keep the current deadlines for now.

XIV. Clarification on Punctuation and Symbols in Titles (Allen Menton, Fine Arts)

John presented the committee with a screenshot from the Banner user manual; it depicted several symbols and punctuation marks to avoid in Banner. Guy commented there is a difference between characters to avoid and characters not to use. Heather suggested we keep doing what we are doing with curriculum and titles. If there is

an error, she will ask the committee for approval of any changes. Guy made a motion not to change any curriculum without the curriculum committee's approval; Gary second the motion.

XV. Fall 2024 Curriculum Committee Meetings

- A. August 28th
- B. September 4th & 18th
- C. October 2nd, 16th & 30th
- D. November 6th & 20th
- E. December 4th

XVI. Ongoing Agenda Items:

- A. Catalog Revision
- B. Curriculum Management System Plans
 - i. "Coursedog Curriculum & Catalog Solution" Video on YouTube:
<https://youtu.be/AC7Nk1PhAIA?si=gSZtQbWle0-wY98T>
- C. Banner, COCI and Catalog Issues

XVII. Future Agenda Items:

- A. To be determined

XVIII. Adjournment: 4:00pm

Next meeting: August 28, 2024 Building 200 Room 224