



Curriculum Committee MINUTES
 Wednesday, March 5, 2025 1:30 - 4:30pm
Building 200: Room 224

I. Call to Order:

Voting Members:	Present	Role:
John Ison	Y	Curriculum Committee Chair
William Cowieson	Y	MATH/CSCI Division Rep
Allen Menton	Y	Fine Arts Division Rep
Gary Graves	Y	BUS/CIS Division Rep
George Bonnand	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
Lugene Rosen	N	LIB Division Rep
Geoff Smith	Y	Humanities Division Rep
Resource Members:	Present	Role:
Carlos Ayon	Y	Dean, Business & CIS
Kevin Tran	Y	Articulation, Counseling
José Ramón Núñez	N	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

II. Roll Call: 1:30pm

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

IV. Approval of Agendas ACTION ITEM (VOTE) M/S/U (Nelson-Wright/Smith)

- A. March 5, 2025, Discussion Agenda
- B. March 5, 2025, Proposal Agenda

V. Approval of Minutes ACTION ITEM (VOTE) TABLED

- A. February 19, 2025, Discussion Minutes
- B. February 19, 2025, Proposal Minutes

VI. Curriculum Corrections / Fast-Track Approvals: ACTION ITEMS (VOTE)

- A. PSLO approvals:
- B. DE Addenda approvals: CRTV 129 F DEA, with a Spring 2026 effective date **M/S/U (Nelson-Wright/Smith)**

- C. FSA approvals:
- D. Curriculum Corrections:
- E. Fast-track approval:

VII. Proposal Agenda (attachment) ACTION ITEM (VOTE) MSU

VIII. Announcements (John Ison, Chair) INFORMATION ITEM (NO VOTE)

- A. Spring 2025: End of curriculum rep term for the following divisions:
 - Fine Arts (2022-2025)
 - Humanities (2024-2025)
 - Natural Sciences (2022-2025)
 - PE (2022-2025)
 - Social Sciences (2022-2025)
- B. Fall 2026 deadlines/target dates
 - Week of February 5, 2025: Prelaunch target date for Fall 2026
 - Mid-March or later prelaunch: plan for an effective date of Fall 2027
 - Late March 2025: Step 6 approval of courses requiring UC TCA and Cal-GETC approval
 - April 15, 2025: All other Fall 2026 courses and programs should reach step 4 by this date
 - May 2025: Deadline for Board of Trustees (BOT) approval of courses requiring UC TCA and Cal-GETC approval
 - August-October 2025: CC, DCCC, BOT approvals for non-UC TCA Fall 2026 proposals
 - October 1, 2025: UC TCA/Cal-GETC course prelaunch target date
- C. Fall 2025 Schedule Timeline
 - Fall 2025 Schedule will be published around mid-March 2025
 - Students begin to register in April (not July) 2025
- D. UC TCA/Cal-GETC Fall 2026 courses MUST be CC approved by March 19, or change effective date to Fall 2027.
- E. Revised TMCs must be implemented as new ADTs within 3 years (see Chancellor's guidance memo attached).
- F. Courshedog curriculum management system: <https://www.coursedog.com/resources/platform-tours>
 Courshedog is being considered as a tool for curriculum inventory, catalog, scheduling, syllabus, Degree Works, and Banner integration. Three demo days are scheduled, and a flyer will be sent out by David Soto. Cypress College March 24th, Fullerton College March 25th, and Anaheim Campus March 26th. Zoom attendance will be available, as well.
- G. Curriculum Office Hours: Wednesdays at 1:30pm on Zoom, weeks 2 and 4, during the Spring 2025 semester
- H. Other announcements

IX. Tech Review Clarification/Updates: (Guy Dadson, Technical Review Chair) INFORMATION ITEM (NO VOTE)

When revising programs on CurricUNET and selecting courses, please use the active version of the course on the drop-down menu, unless that course has a title revision, and then you will use the pending course. Guy asked division reps if they could please let everyone know to leave pending proposals at level 5 until every impacted course or program is ready to go to the curriculum committee. He also asked the division reps to please help with the tech review tasks.

X. MUS 021 F and MUS 022 F (Allen Menton, Curriculum Committee Representative, Fine Arts)

This topic was addressed in the proposal agenda for MUS 021 F and MUS 022 F.

XI. Proposed Policy: Enforcement of Curriculum Timeline (John Ison, Chair) ACTION ITEM (VOTE)

M/S (Nelson-Wright/Menton) to enforce the October-to-October calendar for curriculum approvals with written requests for exceptions.

- A. October is the traditional “cut off” time of the curriculum year.
- B. Late proposals create a heavier workload, and tighter/stressful timelines during implementation
- C. The following is a plan to discourage late processing of proposals:
 - Proposals on an agenda after the first CC meeting of October must provide a written request, with compelling reasons that must be approved by the CC in a separate vote. If not approved, the proposal’s effective date would be changed to the following year.
- D. Given the increasing number of state-required fast-track projects that demand committee time, maintaining the October-to-October calendar will help everyone.
- E. At the March 5th meeting we will have a second read of the plan and then a vote.

The curriculum committee discussed this new written request and the October deadline. If the curriculum approves curriculum in October, it will be sent to DCCC in November and then to Board of Trustees in December. The curriculum approved by the Board of Trustees in December will be sent to the state in January and February.

The motion did not pass (MSNP) with 4 “No,” 4 “Yes,” and 1 “Abstention.”

Voting Members:	Present	Role:
William Cowieson	N	MATH/CSCI Division Rep
Allen Menton	N	Fine Arts Division Rep
Gary Graves	N	BUS/CIS Division Rep
George Bonnard	N	Technology and Engineering Division Rep
Guy Dadson	A	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
Lugene Rosen	Absent	LIB Division Rep
Geoff Smith	Y	Humanities Division Rep

XII. Update ADT Program Description for Cal-GETC (John Ison, Chair) ACTION ITEM (VOTE)

M/S/U (Nelson-Wright/Graves) to change the language FROM “CSU and IGETC” TO “California General Education Transfer Curriculum (Cal-GETC)” in the program descriptions of ADTs.

- A. There is a memo, sent along with the agendas/minutes, proposing a solution.
 - Proposed revision to the Program Description: “(1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (a) **California General Education Transfer Curriculum (Cal-GETC)**; (b) . . . “

XIII. Expansion of Curriculum Committee Division Representation (John Ison, Chair) INFORMATION ITEM (NO VOTE)

- A. I will make a recommendation to Faculty Senate at an April meeting.
 - At Senate, there will be a “first read,” a “second read” and possible vote.
 - The goal is to have a revised, Faculty Senate-approved membership structure by the end of Spring 2025.

There has been concern that having one curriculum committee representative per division was not enough, due to the workload. Furthermore, there will soon be another division, "Ethnic Studies and Liberatory Education," which will require an additional curriculum rep. After some discussion, the committee did not agree to add one more rep to a division that already has a division rep. Reps provided feedback re: workload, which included seeking help from their faculty to help with the curriculum. When John said he would bring to Faculty Senate the committee's recommendation to add 1 division rep to accommodate the new division, Kelly reminded the committee that no recommendation was necessary, since there would be an automatic rep addition to the committee once the new division was implemented at FC.

XIV. Credit for Prior Learning: Spring 2025 Timeline INFORMATION ITEM (NO VOTE)

- A. Revise and approve catalog statement, and preliminary plan of action, by April 16
- B. Bring information to Faculty Senate for approval

Despite the chair's suggestion to table this agenda item until next meeting, there was some discussion involved, mainly from Articulation officer Scott Lee, Counseling rep Thydan Huynh and Tech and Engineering dean Ken Starkman.

Last year, Scott and Ken worked on the CPL language. Thydan said that Counseling made some suggested revisions indicating students to be directed to specific divisions and work with discipline faculty making the decision.

Ken explained CPL to the committee. The military articulation plan is now called the "California MAP Initiative." MAP is an acronym for "Mapping Articulation Pathways." Riverside Community College is advanced in CPL and uses MAPS. Division reps were encouraged to view Mapping Articulated Pathways to see what other colleges are doing. Here's the website, linked from the Chancellor's Office: <https://map.rccd.edu>.

MAP directs students to the department's "map," where discipline faculty provide a list of acceptable methods of CPL to the prospective student. The Chancellor's Office will allocate CPL funding to community colleges based on participation in MAPS. CPL is viewed through an equity lens, benefiting students already in the workforce and international students with work experience.

XV. Common Course Numbering (CCN) Timeline (John Ison, Chair) INFORMATION ITEM (NO VOTE)

- A. Latest Updates
- B. District Workgroup implementing Phase 1 CCNs in Banner, catalog, schedule, Degree Works, counseling and Admissions and Records, etc.
- C. Programs impacted by course title/prefix changes: Plans
- D. Other courses impacted by course title/prefix changes of prerequisites/advisories: Plans
- E. Timeline:
 - 13 courses processed this fall for Fall 2025 implementation
 - 20-40 courses to be processed in 2025 for Fall 2026 implementation
- F. Approximately 50 courses to be processed in 2026 for Fall 2027 implementation
- G. Updates from the Chancellor's Office and ASCCC regarding Phase 2 timeline

XVI. Chancellor's Office Requirement: Update TMCs/narratives of ADTs INFORMATION ITEM (NO VOTE)

- A. Progress so far
- B. Programs will be on the CC March 19 agenda, and they must be on the April 2025 DCCC agenda and May Board agenda.
- C. Thank you, reps and faculty, for all your help.
- D. Special thanks to Kevin for the calculations and advice.
- E. ADTs should have an updated TMC and narrative with Cal-GETC unit calculations and Common Course Numbering Phase 1 courses listed
- F. Discipline faculty or division reps earn 4 hours of Professional Expert Pay per ADT
- G. Batch approvals: Curriculum Committee; DCCC; Board of Trustees
- H. Heather will submit a form confirming the updated ADTs
 - Fall 2025 ADT revisions that are currently in the approval process should have Cal-GETC and CCN-updated TMCs and narratives as they complete the regular sequence of necessary approvals
- I. We must comply by June 1st or we risk losing COCI auto-approval of curriculum.

XVII. INDS Degrees: Planning for the Future INFORMATION ITEM (NO VOTE) **TABLED to March 19th meeting**

- A. The curriculum committee should come up with specific, practical recommendations by the March 19 meeting.
- B. Likely: Faculty Senate involvement

XVIII. Review/Feedback: AP 4225, 4240, 4250, 4025, 4100 INFORMATION ITEM (NO VOTE) **TABLED to March 19th meeting**

- A. Located in attached document (“DCCC APs”)
- B. I will bring feedback to March 2025 DCCC meeting

XIX. Spring 2025 Curriculum Committee Meetings

- A. March 19th
- B. April 16th & 30th
- C. May 7th & 21st

XX. Ongoing Agenda Items:

- A. Curriculum Management System Plans

XXI. Future Agenda Items:

- A. To be determined

XXII. Adjournment: **4:13pm**

Next meeting: **March 19, 2024 Building 200 Room 224**