



OFFICE OF THE VICE PRESIDENT OF INSTRUCTION
CURRICULUM AND GENERAL EDUCATION COMMITTEE

Minutes of the Curriculum and General Education Committee Meeting
Monday October 12, 2015, 12:10 a.m., Cougar Room

Members Present: A. Anderson, K. Bandy, D. Bogle, K. Carlson, B. Devine, S. Eastman, S. Eveland, G. Golling, D. Hall, V. Jacobi, J. Rangel-Escobedo, M. Williams, B. Young, and ASB Representative Selene Gomez

Members Absent: T. Furman and PTK representative

AGENDA

I. APPROVAL OF MINUTES: From the September 14, 2015 Curriculum & General Education meeting

On a motion by B. Devine, seconded by K. Bandy, and unanimously carried, the minutes from the September 14, 2015 Curriculum and General Education meeting were approved.

II. CONSENT ITEMS:

1. PSYC 2205 Introduction to Research Methods in the Social Sciences
2. Rewording of all prerequisites with 'two years of high school algebra' to 'the equivalent to Math 1060.' This would affect the following courses: MATH 1500, 1520, 1530, 1540, and STAT 1510

On a motion by B. Devine, seconded by G. Golling, and unanimously carried, the consent items were approved to move forward to the November 11, 2015 District Board meeting.

III. NEW BUSINESS ITEMS:

Course Updates

1. MATH 1530 Trigonometry

Copies of the section improvement plans for MATH 1530 from eLumen were provided for the group. Joy Reynolds was complimented on her work on the section improvement plan. Other suggestions to increase student success in this course were also discussed including tutoring and a Math Jam session. On a motion by K. Bandy, seconded by B. Devine, and unanimously carried, the course update to MATH 1530 was approved to move forward to the November 11, 2015 District Board meeting.

IV. DISCUSSION ITEMS:

1. AP 4021 Program Discontinuation Procedure

The current procedure for program discontinuation doesn't clearly outline the procedure for discontinuation of duplicate programs. With the creation of Associate Degrees for Transfer, several of the AA/AS degrees are now duplicated. A suggestion for a 'fast track' for discontinuation of duplicated programs was made. With the English faculty interested in discontinuing the AA in English, the procedure may need to be revised. It was agreed that the English division chair would use the current procedure and report back any roadblocks that are experienced. The rest of the group will review the current procedure and send any language revisions to Danielle before the next Curriculum and General Education meeting. This item will be on the next Curriculum and General Education agenda and any revisions will be sent to the Academic Senate.

2. Distance Learning

Distance Learning Coordinator Dan Hall provided handouts to the group which included responses from other distance learning coordinators across the state regarding two topics: the approval process for distance education courses and lab courses approved for distance education. Our current approval form for distance learning courses was discussed. The current form focuses on the instructor who will be teaching the course rather than focusing on the course content. Responses from the other distance learning coordinators regarding lab hours taught online were mostly that they do not offer lab hours online, and these courses are usually hybrids with the lecture portion online, but students meet face to face for the lab hours. The creation of a Distance Learning committee will be discussed in Academic Senate. This committee may create a distance education plan, as well as policy and procedures, while focusing on ACCJC standards as related to distance education. Whether or not this is initially a taskforce or a full committee will be discussed in Academic Senate.

3. Policy Change for Hours and Units Calculations for Credit Courses from the Chancellor's office

The new category of 'activities' was pointed out on the document, and it was mentioned that this may advantageous in the future with the continued use of the flipped classroom. We do follow the guidelines outlined in the document, and at this time this is an informational item.

V. STATUS UPDATE FROM DIVISIONS

VI. INFORMATIONAL ITEM

1. Program Status, please see the table below:

Program	Tech Review Approved	C & GE Approved	Board Approved	State Approved	Revisions
AA Physical Education					Returned to Division October 2014 for Revisions
AA Liberal Arts: Health and Physical Education					Returned to Division November 2014 for Revisions

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AS & Certificate Disabilities Studies	11/19/2013	1/17/2014	2/12/2014		Returned to Division October 2014 for Revisions
AA English	11/4/2014	11/12/2014	12/10/2014		Returned for Revisions
AA-T Elementary Teacher Education	2/24/2015	3/9/2015	4/8/2015		Returned for Revisions
AA-T English	11/4/2014	11/12/2014	12/10/2014		
AA Multimedia Journalism	10/28/2014	3/9/2015	4/8/2015		
AS Criminal Justice Administration	1/20/2015	2/9/2015	3/11/2015		
AA Art	10/28/2014	3/9/2015	4/8/2015		
AA-T Psychology	12/16/2014	3/9/2015	4/8/2015		
AA History	4/7/15	5/11/15	6/10/15		
AA-T History	4/7/15	5/11/15	6/10/15		
Liberal Arts: Social and Behavioral Sciences	4/7/15	5/11/15	6/10/15		

VII. NEXT MEETING: **WEDNESDAY NOVEMBER 11, 2015 from 12:10-1:30pm in the G-08.** Please note the day change due to the observance of Veteran's Day.

MW/VJ:dv