



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

Minutes of the Curriculum and General Education Committee Meeting  
Monday September 18<sup>th</sup> 2017, 12:10 p.m. to 1:30 p.m., in the Cougar Room.

*Members Present:* S. Balason, K. Carlson, D. Hall, V. Jacobi, J. Martinez, M. Mayfield, K. Meyer - ASB Representative, M. Oja, J. Rangel-Escobedo, D. Vohnout, M. Williams and B. Young

*Members Absent:* K. Bandy, T. Furman, and PTK Representative.

*Guests:* S. Graham, J. La Force.

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The next meeting of the Curriculum and General Education Committee will be held on **Monday September 18<sup>th</sup> 2017 from 12:10-1:30 pm in the Cougar Room.**

**AGENDA**

- I. APPROVAL OF MINUTES:** From the August 22, 2017 Curriculum & General Education meeting

*On a motion from M. Oja, seconded by S. Balason, and unanimously carried by all, the minutes from August 22, 2017 Curriculum & General Education meeting were approved.*

- II. CONSENT ITEMS:**  
**A. Course Revisions:**

1. BSAD 2221 Introduction to Managerial Accounting
2. BUSN 1053 Computerized Accounting
3. WELD 1560 Blueprint Reading

*On a motion by M. Mayfield, seconded by J. Rangel-Escobedo, and unanimously carried by all, the above course revisions were approved to move forward to the next District Board meeting held on October 11, 2017.*

- B. Program Revision:**

1. Energy Technology

*On a motion by J. Rangel-Escobedo, seconded by J. Martinez, and unanimously carried by all, the above Program revision was approved to move forward to the next District Board meeting held on October 11, 2017.*

**III. NEW BUSINESS ITEMS:**

**A. New Courses:**

Applied Technologies:

1. MGMT 2900 Management Capstone

*On a motion by M. Mayfield, seconded by J. Martinez, and unanimously carried by all, the above new course was approved to move forward to the next District Board meeting held on October 11, 2017.*

Science and Mathematics:

1. MATH 1505 Mathematical Concepts for Elementary Teachers – Number Systems

*A brief discussion was had regarding the Hours and Units calculations on our COR's. M. Mayfield requested a more clear way to display the Hours and Units breakdown. N. Lopez will make the corrections. On a motion by M. Oja, seconded by J. Martinez, and unanimously carried by all, the above new course was approved to move forward to the next District Board meeting held on October 11, 2017.*

**B. Distance Learning Request:**

1. MATH 1505 Mathematical Concepts for Elementary Teachers – Number Systems

*On a motion by J. Martinez, seconded by J. Rangel-Escobedo, and unanimously carried by all, the above Distance Learning Request was approved to move forward to the next District Board meeting held on October 11, 2017.*

**IV. DISCUSSION ITEMS:**

**A. Distance Learning Approval Process**

*A discussion was had regarding the current DL approval process. D. Hall and the Distance Learning Committee created a "draft" revision to the current application. The group made minor suggestions to the draft, for example, adding a link to one of the sections. The group discussed taking a vote, all agreed, this item was moved from discussion to a Vote. On a motion by V. Jacobi, seconded by K. Carlson, and unanimously carried by all, the above Distance Learning application was approved.*

**B. Curriculum & Gen. Ed. Committee meeting schedule**

*The above item was discussed in order to finalize our Curriculum & Gen. Ed. Committee meeting schedule. The group decided to meet on the first Tuesday and Thursday of the month, 10 am to 11 am.*

**C. Program Discontinuation:**

1. AA-T Anthropology

*The group was in agreement in moving the AA-T Anthropology item to a vote. On a motion by J. Rangel-Escobedo, seconded by J. Martinez, and unanimously carried by all, the above discontinuation for Anthropology as well as the courses within the degree were approved to move forward to the next District Board meeting held on October 11, 2017.*

- 2. AS Accounting**
- 3. AA History**
- 4. AS Life Science**

*The group discussed the issues surrounding the current Program Discontinuation process. This procedure is broken for those divisions that initiate the process. The group discussed duplicate degrees and what to do with those. This item will come back to a future meeting.*

**D. Executive Order 1100**

*V. Jacobi gave the group an update regarding Executive Order 1100. General Education Breadth Requirements were discussed. The group discussed our Speech course and how it is impossible to teach it online.*

**E. Local General Ed Pattern**

*The group discussed allowing the students to choose their GE pattern as well as what effect's it might have on our local degrees. This item will be voted on at a future meeting.*

**F. TIL Courses**

*M. Williams shared the current status of TC's TIL courses. These courses have been funded by the Kern Regional Center. It came to TC's attention that they will no longer fund these courses because of the current student to instructor ratio. We are currently working on a solution, possible alternatives, and different ways to teach the courses. TC is stabilizing the situation and will closely analyze its options.*

**G. 5 year Course Review**

**H. Class Caps on Course Outlines**

**I. Regional Consortium Submission Website**

*Items G. through H. were not discussed as we ran out of time. They will come back to a future meeting.*

**V. INFORMATIONAL ITEM:**

**A.** The Catalog Work group has suggested the following courses be added to the local General Education pattern:

- A. BIOL 2370- Health Education Requirement
- B. STSU 1500- Health Education Requirement
- C. SPAN 2500- Humanities
- D. ADMJ 1501 and 1502- Social and Behavioral Sciences

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*This informational item was not discussed.*

**B.** Program Status, please see the table below:

<b>Program</b>	<b>Tech Review Approved</b>	<b>C &amp; GE Approved</b>	<b>Board Approved</b>	<b>State Approved</b>	<b>Revisions</b>
<b>AS &amp; Certificate Disabilities Studies</b>	11/19/2013	1/17/2014	2/12/2014		Returned to Division October 2014 for Revisions
<b>*AA-T Elementary Teacher Education</b>	2/24/2015	3/9/2015	4/8/2015		Returned to Division for Revisions
<b>AA-T Kinesiology</b>	3/8/2016	4/11/2016	6/28/2016	Revision Requested	
<b>*AA-T Spanish</b>	10/18/16	11/10/16	12/14/16	Revision Requested	
<b>*AA-T Journalism</b>	4/4/17	4/17/17	5/10/17	Revision Requested	

**\* New Program**

**IV. NEXT MEETING: October TBD, 2017 in the Cougar room.**

MW/VJ:nl