



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

**Minutes of the Curriculum and General Education Committee Meeting  
Tuesday November 7<sup>th</sup> & 9<sup>th</sup> 2017, 10:00 a.m. to 11:00 a.m., in LB-311.**

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

*Members Absent:* S. Balason, K. Bandy, M. Mayfield 11-9-17, M. Oja 11-9-17, B. Young 11-9-17.

*Guests:* P. Arvizu, J. La Force, D. Vohnout

---

The next meeting of the Curriculum and General Education Committee will be held on Tuesday November 7 & Thursday November 9, 2017 from 10:00-11:00 am in LB - 311.

**AGENDA**

**I. APPROVAL OF MINUTES:** From the October 2017 Curriculum & General Education meeting. *On a motion by T. Furman, seconded by M. Mayfield, and unanimously carried by all, the minutes for Octobers Curriculum and General Education meeting were approved.*

**II. CONSENT ITEMS:**

**A. Course Inactivations:**

1. COMM 1510 Mass Communication and the Individual  
*On a motion by J. Martinez, seconded by J. Rangel-Escobedo, and unanimously carried by all, the above course inactivation was approved to move forward to December 13<sup>th</sup> 2017 District Board Meeting.*

2. Courses not offered in last six semesters  
*This item was pulled from the consent agenda. The group decided to go through one by one; each division will review the list and make decisions on the inactivations. During this review, it was decided to Inactivate BIOL 1501, GEOG 1520, POSC 2005, PSYC 2038, SOC 1558, SPAN 1502, and REC 1516. More inactivations will be made after each division reviews within themselves. It will come back to Decembers C & GE meeting.*

**III. ACTION ITEM:**

**A. General Education Pattern options**  
*The group discussed allowing students to choose from three Gen Ed patterns. M. Oja asked the group for clarification on this proposal. She wanted to make sure these options are not doing away with our current patterns. The group confirmed and shared that many other campuses currently offer these*

*Curriculum and General Education Committee Agenda  
November 3, 2017*

*options to their students. J. Rangel-Escobedo shared an example of Teacher Prep. She explained how some students have to complete an additional four units in order to meet TC's pattern. This step would be avoided if these three options were made available. M. Mayfield asked the group what affect this might have on HLED 1510's enrollment. The group agrees this should not have a negative impact on this course; "it is one of the more popular courses among students". The group briefly talked about integrating Ethnic Studies into the local pattern, this particular item will come back to Decembers C & GE meeting. In regards to the three Gen Ed. Pattern options, a motion by T. Furman, seconded by M. Oja, and unanimously carried by all, the proposal was approved.*

**B. AP – 4021 Program Discontinuation**

*V. Jacobi shared her progress on this Program Discontinuation revision. One of the proposed revisions includes making the Curriculum Committee a part of the process. V. Jacobi shared a Program Discontinuation Checklist. The checklist will ask for specifics regarding the inactivation request. Academic Senate will review the revised policy. J. Martinez asked what our current process is in regards to bringing back a previously discontinued program. V. Jacobi explained the Program would have to be re-submitted as any other program; we would need to follow the same Curriculum steps we currently have in place. Division chairs were asked to review, add to, and make suggestions. This will come back to Decembers C & GE meeting.*

**IV. DISCUSSION ITEMS:**

**A. Prior Learning Experience Program**

*The group discussed Taft College's practice for awarding Prior Learning Experience credit. We currently offer Military Service credit, CLEP, and Credit By Exam. The group was asked to think about what evidence would be needed in order to accept other prior learning experience credit.*

**B. SB – 478 Automatic Certificate Awards for ADT's**

*SB-478 requires Community Colleges to notify students who have completed enough units to receive an ADT. This is now a requirement. The group discussed the number of certificates that Taft College awards as well as the use of comprehensive Ed. Plans. T. Furman let the group know they do a certificate sweep once a year. This allows them to identify students that are close to completing their program. Students are notified; however, they do not all show up. Division chairs were asked to think about this topic, the group will then vote on approving automatic certificate awards. This item will remain on the agenda and come back for Decembers C & GE.*

**V. INFORMATIONAL ITEM:**

**A. 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

*Curriculum and General Education Committee Agenda  
November 3, 2017*

<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	Pending Approval	
<b>AS &amp; Certificate Court Reporting</b>	3/21/17	4/17/17	5/10/17	Pending Approval	
<b>AS &amp; Certificate Welding Technology</b>	4/25/17	5/8/17	6/14/17	Pending Approval	

**\* New Program**

**IV. NEXT MEETING: November 7 & 9, 2017 from 10:00 to 11:00 am in LB – 311.  
MW/VJ:nl**