



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

Minutes of the Curriculum and General Education Committee Meeting
October 26, 2018, 10:30 a.m. to 12:00 p.m., in the Cougar Room.

Members Present: S. Balason, K. Bandy, K. Carlson, J. Chaidez, D. Daniels, T. Furman, V. Jacobi, J. Martinez, M. Mayfield, M. Oja, J. Rangel-Escobedo, D. Vohnout B. Young, and W. Null-ASB Representative

Members Absent: n/a

Guests: A. Bledsoe, D. Layne, J. Grimes, T. Payne, T. Thompson

The next meeting of the **Curriculum and General Education Committee** will be held on **Friday October, 2018 from 10:30 am - 12:00 pm in the Cougar Room.**

AGENDA

- I. APPROVAL OF MINUTES:** From the September 28, 2018 Curriculum & General Education meeting

On a motion by K. Carlson, seconded by M. Mayfield, and unanimously carried by all, the minutes from the October 2018 meeting were approved.

II. CONSENT ITEMS:

A. Course Revisions:

1. MUSC 1510 Music Appreciation
2. ECEF 1571 Child Study and Assessment

B. Distance Learning Request:

1. MATH 1510 College Math for Liberal Arts
2. MGMT 2900 Management Capstone

C. Course Inactivations:

1. BUSN 1601 Beginning Keyboarding
2. BUSN 1602 Beginning Keyboarding
3. BUSN 1603 Beginning Keyboarding
4. WELD 1010 Gas Metal Arc Welding (GMAW) and Flux Core Arc Welding (FCAW)
5. WELD 1020 Gas Tungsten Arc Welding (GTAW)
6. WELD 1030 Pipe Welding
7. WELD 1040 Shielded Metal Arc Welding
8. ENGR 1520 Statics
9. ENGR 1530 Materials Science and Engineering with Lab

D. Program Inactivations:

1. Information Management and Technology: Associate in Science
2. Information Management and Technology: Certificate of Achievement

3. Information Technology and Management: Certificate (Local)

On a motion by M. Oja, seconded by M. Mayfield, and unanimously carried by all, consent items A, B, and C were approved to move forward to the next District Board meeting held in November.

Item II. D. was pulled from consent. Applied Technologies was able to elaborate on the inactivation proposal. They are currently working on a fresh management program. A discussion was had regarding current practice, student contact, alternative resources, etc. On a motion by M. Mayfield, seconded by J. Martinez, item II. D. was approved to move forward to the November Board meeting.

III. NEW BUSINESS:

A. Course Revisions:

1. SPCH 1507 Group Discussion
2. SPCH 1511 Fundamentals of Speech
3. PSYC 2003 Child Growth and Development

On a motion by J. Rangel-Escobedo, seconded by M. Mayfield, item III. A. 1 & 2 was approved to move forward to the next District Board meeting held on November 14, 2018.

Item 3, PSYC 2003, was tabled for additional research.

B. NEW Courses:

1. MGMT 1565 Professionalism and Etiquette
2. MGMT 1570 Diversity at Work

On a motion by J. Rangel-Escobedo, seconded by M. Oja, and unanimously carried by all, the new MGMT courses were approved to move forward to the next District Board meeting held on November 14, 2018.

C. Distance Learning Request:

1. MGMT 1570 Diversity at work

On a motion by M. Oja, seconded by K. Carlson, and unanimously carried by all, the above distance learning request was approved to move forward to the next District Board meeting held on November 14, 2018.

IV. DISCUSSION ITEMS:

A. Guided Pathways/Meta Majors

Counselors J. Rangel-Escobedo and T. Furman shared an informational handout with meta majors, as examples. The site will allow students to filter through programs, career options etc. Division chairs were asked to think about participation, as it would require meetings between counselors and chairs. This item will be discussed in the November C & GE meeting.

B. Disciplines/Textbooks on COR

The academic senate is working on the topics above. We want to make sure our courses are all in the correct disciplines. The group discussed adding a "discipline" section to the supplemental data table. A Min. Qual. Training is in the works for Spring 2019. The group briefly discussed textbooks on CORs. The current practice was discussed, we may start listing ALL books on CORs. Distance Learning is working on a textbook inventory site. This item will return in November.

C. Upper Division course work

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The group discussed the need for Taft College to create/implement a local Policy regarding upper division course work. We will look at other CC's for example's. Ideas discussed include setting a limit to the number of higher ed. units allowed. This item will return in November.

D. AP on Transcripts

Item was not discussed.

V. INFORMATIONAL ITEM:

1. Program Status, please see the table below:

| Program | Tech Review Approved | C & GE Approved | Board Approved | State Approved | Revisions |
|---|-----------------------------|----------------------------|-----------------------|-----------------------|------------------------------------|
| *AA-T Elementary Teacher Education | 2/24/2015 | 3/9/2015 | 4/8/2015 | | Returned to Division for Revisions |
| AA-T Sociology | 1/16/2018 | 2/6/2018 | 3/14/2018 | Under Review | |
| AS Engineering | 1/16/18 | 2/6/18 | 3/14/18 | Approved | |
| AS Dental Hygiene | 1/16/18 | 2/6/18 | 3/14/18 | Approved | |
| AS Energy Technology | 2/20/18 | 3/6/18 | 3/14/18 | Approved | |
| AS Physical Science | 3/13/18 | 4/3/18 | 4/11/18 | Approved | |
| *ADT – Economics | 4/24/18 | 5/3/18 | 6/13/18 | Under Review | |

* New Program

VI. NEXT MEETING: November 30, 2018 @ 10:30 am in the Cougar room