



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

Minutes of the Curriculum and General Education Committee Meeting
April 17, 2020, 12:00pm -2:00pm., via Zoom.

Members Present: K. Bandy, K. Carlson, J. Chaidez, V. Jacobi, J. Martinez, M. Mayfield, M. Oja, J. Rangel-Escobedo,

Guests: Sharyn Eveland, Brandy Young, Adam Bledsoe, Jessica Grimes

Recorder: N. Lopez

MINUTES

The **Curriculum and General Education Committee** was held on **Friday April 17, 2020 from 12:00-2:00 via Zoom.**

Meeting information below:

Topic: Curriculum and General Education Committee

Time: Apr 17, 2020 12:00 PM Pacific Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/91940422358>

Or iPhone one-tap (US Toll): +16699006833,91940422358# or +13462487799,91940422358#

I. PUBLIC COMMENTARY

V. Jacobi called the meeting to order. No public commentary was made.

II. APPROVAL OF MINUTES: From the February 21, 2020 Curriculum & General Education meeting

With a correction to D. Rodenhauers member status, on a motion by K. Bandy, seconded by J. Martinez, and unanimously carried by all, the February 2020 minutes were approved.

III. CONSENT ITEMS:

A. Course Inactivation:

CJA 1058 Firearms Training

B. Course Revisions:

ARTH 1500 Art Appreciation

BIOL 2250 Human Anatomy

BIOL 2257 Human Physiology with Lab

BUSN 1500 Introduction to Business

CHEM 2212 General Chemistry and Qualitative Analysis

GEOG 1520 Cultural Geography

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LRSK	0250	Improving Study Skill Strategies
MATH	0230	Basic Mathematics
MATH	0240	Pre-algebra
MATH	1050	Elementary Algebra
MATH	1060	Intermediate Algebra
MATH	1500	Math for a Modern Society – A Liberal Arts Course
MGMT	1500	Introduction to Human Resources Management
MGMT	1505	Principles of Supervision
SPAN	2001	Intermediate Spanish III
SPAN	2002	Intermediate Spanish IV

C. Distance Learning Request:

BUSN	2280	Entrepreneurship
MATH	0230	Basic Mathematics
MATH	0240	Pre-algebra
MATH	1050	Elementary Algebra
MATH	1060	Intermediate Algebra
MATH	1500	Math for a Modern Society – A Liberal Arts Course
SPAN	2001	Intermediate Spanish III

On a motion by M. Oja, seconded by K. Carlson, and unanimously carried by all, the consent items were approved.

IV. New Business:

A. Course Revision:

Applied Tech Division

COSC	1532	Basic Internet Skills and Concepts
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On a motion by M. Mayfield, seconded by, K. Bandy, and unanimously carried by all, the course revision was approved.

COSC	1603	Introduction to Word Processing - Microsoft Word
COSC	1703	Introduction to Spreadsheets - Microsoft Excel
COSC	1812	Introduction to Presentation Graphics - Microsoft PowerPoint
COSC	1902	Introduction to Databases - Microsoft Access

Courses COSC 1603 to 1902 were voted on as a group. On a motion by M. Mayfield, seconded by K. Bandy, the course revisions above were approved.

COSC	2020	Introduction to Computer Information Systems
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On a motion by K. Carlson, seconded by J. Chaidez, and unanimously carried by all, the course revision above was approved.

B. New Courses:

Learning Support

LIBR	1548	Introduction to Library Research
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On a motion by J. Rangel-Escobedo, seconded by J. Chaidez, and unanimously carried by all, the new course above was approved.

**C. New Course:
Social Science Division**

PSYC 1520 Psychology as a Profession

On a motion by K. Carlson, seconded by J. Martinez, and unanimously carried by all, the new course above was approved.

V. Distance Learning Request:

COSC 1532 Basic Internet Skills and Concepts
COSC 1603 Introduction to Word Processing - Microsoft Word
COSC 1703 Introduction to Spreadsheets - Microsoft Excel
COSC 1812 Introduction to Presentation Graphics - Microsoft PowerPoint
COSC 1902 Introduction to Databases - Microsoft Access
COSC 2020 Introduction to Computer Information Systems

The committee unanimously voted to table the "COSC" Distance Learning items above. They will be discussed at our May 2020 C & GE meeting.

LIBR 1548 Introduction to Library Research

On a motion by M. Mayfield, seconded by J. Rangel-Escobedo, and unanimously carried by all, the Distance Learning Request for LIBR 1548 was approved.

VI. DISCUSSION ITEMS:

A. Catalog Sections

Chairs were encouraged to review their division sections of the catalog. General catalog changes or questions should be directed to Dr. Martinez or N. Lopez. During this discussion, M. Oja asked about Program SLOs. The committee briefly discussed the process which can be found in the Assessment Guide. PSLOs are updated during the annual program review, they are then updated in eLumen and finally the catalog. The smartcatalog workgroup is working on the final changes before publishing on the first week of May 2020.

B. Board Policy/Academic Policy - 4235 Credit By Examination

The committee reviewed and discussed Taft College's "Credit by Exam" (AP/BP 4235) policy. Spanish courses were identified among the most popular exams. V. Jacobi shared revision ideas with the group. Possible revisions include dropping the Grade Point Average requirement from 2.5 to 2.0. Divisions and Counselors were asked to review and discuss possible changes to the policy. This item will be voted on at our next C & GE meeting in May 2020.

C. Other

D. Program Status, please see the table below:

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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	N/A	Returned to Taft College for Revisions

*** New Program**

VII. NEXT MEETING: May 15, 2020 from 12:00 to 2:00 p.m. via Zoom.