



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

**Minutes of the Curriculum and General Education Committee Meeting**  
**Monday October 13, 2014 12:10p.m., Cougar Room**

*Members Present:* K. Bandy, D. Bogle, K. Carlson, B. Devine, S. Eastman, S. Eveland, G. Golling, V. Jacobi, Instructional Resource R. Ledford, T. Thompson, M. Williams, K. Ziegler, and ASB Representative Emilee Davidson

*Members Absent:* A. Anderson, PTK Representative, and SLO Resource B. Young

*Guests Present:* Dan Hall and Fernando Lara

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**I. APPROVAL OF MINUTES:** from the September 8, 2014 Curriculum & General Education Committee meeting

*On a motion by D. Bogle, seconded by S. Eveland, and unanimously carried, the minutes from the September 8, 2014 Curriculum and General Education were approved.*

**II. APPLIED TECHNOLOGY DIVISION**

**A. New Local Certificate**

**1. Energy Technology Instrumentation Certificate**

*It was noted that this submission lacked program level SLOs and that those will need to be written. Also S. Eveland asked whether this course was approved by an advisory group and how does it benefit our students. The division chair, K. Bandy, responded that an advisory group comprised of community members recommended the certificate. On a motion by T. Thompson, seconded by B. Devine, and unanimously carried, the new local certificate in Energy Technology Instrumentation was approved to move forward to the November 12, 2014 District Board meeting.*

**B. Certificate Update**

**1. Certificate of Achievement: Energy Technology Field Tech Certificate**

*It was noted that the PSLOs for this certificate were very vague and need to be edited. S. Eveland asked whether or not the Curriculum and General Education committee was the group that would vote on and approve SLOs. T. Thompson also asked if it was mandated that the SLOs come before a program or course is developed. V. Jacobi said she would bring the statute from the Department of Education regarding how SLOs and programs should be created. The question was asked if the SLO/ASC committee should review the SLOs first, or Access for new programs/certificates, or if it should be sent to the division for review. K. Bandy said she would be fine with the Curriculum & General Education committee making suggestions for revisions to the SLOs but not approving them. A discussion item for the next Curriculum & General Education meeting will be added regarding SLOs and the role of the Curriculum & General Education committee. Further SLO conversation was tabled until then. On a motion by B. Devine, seconded by K. Bandy, and unanimously*

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*carried, the certificate update to the Certificate of Achievement in Energy Technology Field Tech was approved to move forward to the November 12, 2014 District Board meeting.*

**III. LIBERAL ARTS DIVISION**

A. Course Updates

1. PHIL 1520 Critical Thinking

*On a motion by S. Eveland, seconded by K. Bandy, and unanimously carried, the course updates to PHIL 1520 were approved to move forward to the November 12, 2014 District Board meeting.*

2. DRAM 1510 Introduction to Theatre

*On a motion by T. Thompson, seconded by K. Carlson, and unanimously carried, the course updates to DRAM 1510 were approved to move forward to the November 12, 2014 District Board meeting.*

3. READ 1005 Interactive Reading

*On a motion by D. Bogle, seconded by B. Devine, and unanimously carried, the course updates to READ 1005 were approved to move forward to the November 12, 2014 District Board meeting.*

4. ENGL 2150 American Literature II (Currently ENGL 2400)

*On a motion by S. Eveland, seconded by B. Devine, and unanimously carried, the course updates to ENGL 2150 were approved to move forward to the November 12, 2014 District Board meeting.*

B. New Course

1. ENGL 2100 American Literature I

*On a suggestion by D. Bogle, a sentence will be added to the catalog description to clarify that students who have credit in ENGL 2400 will not receive credit in ENGL 2100. On a motion by D. Bogle, seconded by G. Golling and unanimously carried, the course updates to ENGL 2100 were approved to move forward to the November 12, 2014 District Board meeting.*

**IV. ADDITION TO LOCAL GENERAL EDUCATION PATTERN**

A. The Catalog Work Group has suggest that the following course be added to the local general education pattern:

1. BUSN 1510 to Communication & Analytical Thinking

*On a motion by G. Golling, seconded by B. Devine, and unanimously carried, the addition of BUSN 1510 to the Communication and Analytical Thinking local general education pattern was approved to move forward to the November 12, 2014 District Board meeting.*

**V. DISCUSSION ITEMS**

A. High Unit Count Course Values

*This item was tabled due to time constraints.*

B. Review of the Area of Emphasis: Communication

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*V. Jacobi presented a PowerPoint presentation about the alignment of PSLOs and course SLOs using the Area of Emphasis: Communication as an example. The presentation was an example of one way to do a comprehensive program review. It uses the alignment of SLOs to ask if students are getting everything they need from the degree by taking the courses that are included in that degree. Discussion also involved the lack of a 2000 level course in the degree. G. Golling asked if it was common for a Communication degree not to include a 2000 level course. V. Jacobi stated that this area of emphasis isn't a degree in Communication Studies so it is difficult to do a direct comparison. T. Thompson shared the history behind the Area of Emphasis: Communication. Taft College use to offer a Liberal Arts degree which most students selected, and when that was no longer offered, most students then selected Social Science, and when that option was no longer offered, they moved to Area of Emphasis: Communication. This is the degree that most students graduate with.*

C. SLOs

1. ASTR 1511 Introduction to Astronomy with Lab

*This item was tabled until further discussion regarding the Curriculum and General Education committee's role in SLOs is discussed further.*

**VI. INFORMATIONAL ITEM**

- A. ACCJC approved the offering of new programs in Direct Support Education and Management at their Commission Meeting in June 2013

- B. The following courses were voted and approved on via email to be inactivated:

1. BSAD 1560 Introduction to Mathematical Analysis
2. ECON 1560 Introduction to Mathematical Analysis
3. AMSL 1510 Beginning Sign Language
4. AMSL 2001 Intermediate Sign Language
5. AMSL 2005 Advanced Sign Language
6. AMSL 2010 Music and Poetry
7. ART 1530 Special Studies in Art
8. PHOT 1511 Intermediate Photography
9. PHOT 1701 News Photography Practice
10. ENGL 2200 California Literature and the Great Central Valley

*V. Jacobi said that more information/justification is needed when submitting an inactivation. Stating that a conversation among the division is not enough information for inactivation. Please include information such as the last time the course was taught, difficulty finding faculty to teach the course, etc. That information is to be included on the memo.*

- C. The following courses were voted and approved via email to be offered via distance learning:

1. ASTR 1511 Introduction to Astronomy with Lab
2. BUSN 1050 Business Mathematics

- D. Program Status, please see the table below:

Program	Tech Review	C & GE	Board	State	Revisions
A.A Physical Education					Resubmitted to Chancellor's Office (4/17/14)

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<b>A. A. Liberal Arts: Health and Physical Education</b>					Resubmitted to Chancellor's Office (4/17/14)
<b>A.A. Liberal Arts: Arts and Humanities</b>					Resubmitted to Chancellor's Office (5/16/14)
<b>A.S. &amp; Certificate Disabilities Studies</b>	11/19/2013	1/17/2014	2/12/2014		
<b>AA-T Anthropology</b>	4/1/2014	4/9/14	5/14/2014		
<b>Certificates: Early Intervention Assistant I &amp; II</b>	5/6/2014	5/14/2014	6/11/2014		

**VII. NEXT MEETING**

The next Curriculum and General Education Committee is TBD due to the Veteran's Day holiday. **One possibility is Wednesday November 12<sup>th</sup> from 12:10-1:30pm in Cafeteria Conference Room**

MW/VJ:dk