



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

**Minutes of the Curriculum and General Education Committee Meeting
Monday May 8, 2017, 12:10 p.m., in the Cougar Room.**

Members Present: S. Balason, K. Bandy, K. Carlson, M. Oja for S. Eveland, T. Furman, D. Hall, V. Jacobi, J. Martinez, M. Mayfield, J. Rangel-Escobedo, M. Williams and B. Young

Members Absent: A. Anderson, W. Blair, S. Eastman, S. Eveland and ASB Representative

Guests: P. Arvizu, D. Rodenhauser, S. Graham, D. Vohnout, and T. Cordova.

The next meeting of the Curriculum and General Education Committee will be held in the fall of 2017 from 12:10-1:30pm in the Cougar Room.

AGENDA

I. APPROVAL OF MINUTES: From the May 8, 2017 Curriculum & General Education meeting *On a motion by M. Mayfield, seconded by K. Carlson, and unanimously carried by all, the minutes from April 17th's meeting were approved.*

II. DISCUSSION ITEMS

A. AP 4021 – Program Discontinuation

V. Jacobi is currently working on a flowchart to help assist the Program Discontinuation process. There is still some key pieces missing from the proposed process. Clarification of some of the language is needed as well. The group was asked to review the proposed draft and give feedback. V. Jacobi, S. Eveland, and K. Bandy will meet to finalize the workflow as well as address the issues that were discussed. This item will come back in the Fall of 2017.

B. Accounting AS Update

The above degree is in step two of the current Program Discontinuation process. An email has been sent out in order to line up taskforce members. Once the group is formed, who will initiate a meeting? That step is still not clear. The group discussed adding an asterisk to the degree in Smart Catalog in order for a counselor to meet with the student and explain the Accounting degree status. This item will come back in the Fall of 2017.

C. Duplicate Degrees

The group discussed requesting a duplicate degree report from the Office of Instruction. This report will help division chairs and counselors identify and address the overlap in degrees. They will meet in August, this item will return in the Fall of 2017.

III. CONSENT ITEMS:

Course Revisions:

1. ART 1600 Basic Design
2. CTRP 1210 Proofreading for the Court Reporter
3. ENER 1530 Electricity and Basic Electronics
4. ENER 1540 Fundamentals of Programmable Logic Controllers
5. STSU 0205 Introduction to campus Life
6. STSU 0206 Time/Organizational/Study Strategies
7. STSU 1016 College Survival
8. STSU 1017 Becoming A Successful Online Student
9. STSU 1018 Career and Major Exploration
10. STSU 1019 Career/Life Planning

On a motion by T. Furman, seconded by M. Oja, and unanimously carried by all, the above course revisions were approved to move forward to the June 14 District Board meeting.

Program Revisions:

1. Welding Technology – Associate in Science

On a motion by K. Bandy, seconded by T. Furman, and unanimously carried by all, the above Welding degree was approved to forward to June 14th's District Board meeting.

IV. DISTANCE LEARNING REQUEST

Liberal Arts:

1. ART 1620 Drawing and Composition

On a motion by J. Martinez, seconded by T. Furman, and unanimously carried by all, the above Distance Learning request was tabled. Questions about teaching the lab portions came up. The group agreed there needs to be a more broad discussion. They talked about having a plan in place so the next time an extensive lab course comes through there's a clear path to follow. This item was referred to the Distance Learning Committee for review. It will come back in the Fall.

V. NEW BUSINESS ITEMS

New Course:

Applied Technology:

1. ENER 1610 Mechanical Systems

On a motion by K. Bandy, seconded by M. Mayfield, and unanimously carried by all, the above new Energy course was approved to move forward to June's District Board meeting. On a motion by K. Bandy, seconded by T. Furman, and unanimously carried by all, the extensive lab was approved to move forward to June's District board meeting.

2. ENER 1620 Fundamentals of Instrumentation

On a motion by K. Bandy, seconded by T. Furman, and unanimously carried by all, the above new Energy course was approved to move forward to June's District Board meeting. On a motion by T. Furman, seconded by M. Mayfield, and unanimously carried by all, the extensive lab was approved to move forward to June's District board meeting.

VI. ADDITIONS TO LOCAL GENERAL EDUCATION PATTERN

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. CHEM 1520- Natural Science
- E. ADMJ 1501 and 1502- Social and Behavioral Sciences

The group discussed removing CHEM 1520 from the proposed Gen Ed. Pattern additions. This item was tabled for a meeting in the fall. We will include the COR's in the next discussion.

VII. ACTION ITEMS

- 1. Recency of courses

The above item was discussed, the group talked about the inconsistencies between Dental and Computer Science. The group was asked to keep this item in mind for a future meeting.

- 2. AB 1985

V. Jacobi and S. Graham will work on the above item during the summer. They will bring this item back once they have an update for the group.

VIII. INFORMATIONAL ITEM:

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

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

*** New Program**

IV. NEXT MEETING: TBD, Fall 2017 from 12:10-1:30pm in the Cougar room.
MW/VJ:nl