



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

**Minutes of the Curriculum and General Education Committee Meeting
May 1 & 3 2018, 8:00 a.m. to 9:00 a.m., in the Cougar Room.**

Members Present: S. Balason, K. Bandy, K. Carlson, D. Hall, V. Jacobi, J. Martinez, M. Mayfield, K. Meyer-ASO Representative, M. Oja, J. Rangel-Escobedo, D. Vohnout, and B. Young.

Members Absent: P. Arvizu, S. Balason (4-5), K. Bandy (4-5), K. Carlson (4-5), T. Furman (4-5)

Guests: F. Lara, D. Daniels

The next meeting of the **Curriculum and General Education Committee** will be held on **Tuesday May 1 & Thursday May 3 from 8 am to 9 am in the Cougar Room.**

AGENDA

I. APPROVAL OF MINUTES: From the April 2018 Curriculum & General Education meeting *With clarification on Discussion Item IV.3. A motion by M. Oja, seconded by K. Carlson, and unanimously carried by all; the minutes from the April C & GE meeting were approved to move forward to the next District Board meeting held on June 13, 2018.*

II. NEW BUSINESS ITEMS:

A. New Course:

ENGLISH

1. ENGL 1650 Introduction to Literature

On a motion by M. Oja, seconded by J. Rangel-Escobedo, and unanimously carried by all, the new ENGL 1650 course, as well as adding it to the local Gen Ed. pattern was approved to move forward to the next District Board meeting held on June 13, 2018.

B. New Certificates:

APPLIED TECHNOLOGIES

1. Occupational Safety and Health: Basic Employee Safety in General Industry
2. Occupational Safety and Health: Certificate of Achievement

On a motion by T. Furman, seconded by M. Mayfield, and unanimously carried by all, the revised certificates were approved to move forward to the next District Board meeting held on June 13, 2018.

C. New Associate Degree for Transfer:

APPLIED TECHNOLOGIES

1. Economics

On a motion by K. Bandy, seconded by T. Furman, and unanimously carried by all, the ECON transfer degree was approved to move forward to the next District Board meeting held on June 13, 2018.

D. Criteria for awarding second degree

A brief discussion as well as minor corrections were made to the current “multiple degree’s” section of our catalog. On a motion by M. Oja, seconded by J. Rangel-Escobedo, and unanimously carried by all, the revised Criteria for awarding second degree’s verbiage was approved to be updated in SmartCatalog effective Spring 2019.

E. Credit By Exam

On a motion by M. Oja, seconded by J. Rangel-Escobedo, and unanimously carried by all, the revised Credit by Exam policy recommendations were to move forward to the AP & P or Academic Senate for review.

III. CONSENT ITEMS:

A. Course Revisions:

1. ESL 0900 English for Academic Purposes: Writing and Grammar IV
2. ENGL 2700 British Literature 1
3. ENGL 2750 British Literature 2
4. IES 1116 Hazardous Waste Operations and Emergency Response (HAZWOPER) Training
5. IES 1552 Respiratory Protection for Hazardous Materials Handling and Permit Required Confined Spaces
6. IES 2058 Occupational Safety and Health Standards for the Construction Industry/OSHA 30 hour Construction Industry Training Program
7. IES 2061 Occupational Safety and Health Standards for General Industry/OSHA 30 hour General Industry Training Program

K. Bandy asked that items 4-7 be pulled from the consent. These items will be discussed and voted on separately. A discussion was had regarding the proposed title change as well as the unit count reduction. On a motion by K. Bandy, seconded by M. Mayfield, and unanimously carried by all, the IES courses were approved to move forward to the District Board meeting held on June 13, 2018.

B. Distance Learning Request:

1. SOC 2038 Gender Studies

D. Hall asked that item B.1. be pulled from consent. This item was discussed and voted on separately. After a brief discussion & clarification regarding the process, a motion by M. Oja, seconded by J. Rangel-Escobedo, and unanimously carried by all, the Distance Learning request was approved to move forward to the District Board meeting held on June 13, 2018.

C. Program Revisions:

1. Industrial Health & Safety: Associate in Science

The group was asked if this item can be pulled from the consent. All in agreement, a discussion was had regarding the restricted electives unit count. A brief discussion was also had regarding elective courses offered for this degree. The division has plans to re-name the degree as well as the courses within. Occupational Safety & Health is the proposed title change. This title change better aligns with industry needs. On the recommendation by the Curriculum chair – V. Jacobi, seconded by the division chair – K. Bandy, this item was tabled for a future meeting. The Division will look at all things discussed & re-submit in the fall.

D. Certificate/course Inactivation:

1. Industrial Health & Safety: Entry Level Hazardous Material (Local Approved Certificate)
2. Industrial Health and Safety: Midlevel: Certificate of Achievement
3. IES 1105 Mine Safety and Health Refresher

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4. IES 1120 Confined Space Attendant/Entrant Plus Medic First Aid Retraining
On a motion by K. Bandy, seconded by K. Carlson, and unanimously carried by all, consent items A, B, and D were approved to move forward to the District Board meeting held on June 13, 2018.

IV. DISCUSSION ITEMS:

A. Taskforce recommendations AB-705

Based on the recommendations from the Taskforce, V. Jacobi put together a document showing the requests aligned with pathways & allocation. A hard copy was handed out. The group discussed the possibility of offering more support for courses below transfer level.

B. Program Development

1. Geology
2. Physics

C. Curriculum overview - 17/18

V. OTHER:

Academic Senate Faculty Excellence Awards

Discussion items B. & C. were not discussed due to time. We will discuss these items in the Fall of 2018.

VI. INFORMATIONAL ITEM:

A. 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	n/a	
AA-T Sociology	1/16/18	2/6/18	3/14/18	Under Review	
AS Engineering	1/16/18	2/6/18	3/14/18	Under Review	
AS Dental Hygiene	1/16/18	2/6/18	3/14/18	Under review	
AS Energy Technology	2/20/18	3/6/18	3/14/18	Under Review	
AS Physical Science	3/13/18	4/3/18	4/11/18		

* New Program

VII. NEXT MEETING: May 1 & 3 2018 from 8:00 am to 9:00 am in the Cougar Room.

VJ:nl