



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

Minutes of the Curriculum and General Education Committee Meeting  
November 30, 2018, 10:30 a.m. to 12:00 p.m., in S - 11.

*Members Present:* A. Bledsoe, K. Carlson, J. Chaidez, T. Furman, J. Grimes, V. Jacobi, J. Martinez, M. Mayfield, M. Oja, B. Young, and W. Null-ASO Representative

*Members Absent:* S. Balason, K. Bandy, J. Rangel-Escobedo

*Guests:* T. Payne, T. Thompson, A. Abbott

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

**AGENDA**

**I. APPROVAL OF MINUTES:** From the October 26, 2018 Curriculum & General Education meeting

*On a motion by M. Oja, seconded by K. Carlson, and unanimously carried by all, the October 2018 C & GE minutes were approved.*

**II. CONSENT ITEMS:**

**A. Course Revisions:**

1. PHIL 1531 The World's Living Religions
2. HIST 2231 History of the United States to 1877
3. HIST 2232 History of the United States Since 1877
4. BIOL 2370 Basic Nutrition
5. MATH 1520 Finite Mathematics

**B. Distance Learning Request:**

1. ENGL 1650 Introduction to Literature
2. MGMT 1565 Professionalism
3. EDUC 1520 Introduction to Elementary Education for the Contemporary Educator

*On a motion by M. Mayfield, seconded by M. Oja, and unanimously carried by all, the consent items were approved to move forward to the district Board meeting held on December 12, 2018.*

**III. NEW BUSINESS:**

**A. Course Revisions:**

1. IES 1100 Basic Employee Safety for General Industry
2. IES 1104 Supervisor Safety Training
3. IES 1106 Hazardous Material (HAZMAT) First Responder Awareness
4. IES 1107 Medic First Aid Training/CPR
5. IES 1108 Hazardous Waste Operations Emergency Response (HAZWOPER) Annual Refresher
6. IES 1109 Emergency Response Technician Training

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*On a motion by T. Furman, seconded by J. Martinez, and unanimously carried by all, the new business items were approved to move forward to the district Board meeting held on December 12, 2018.*

**B. NEW Courses:**

1. HIST 2212 World Civilization since 1500

*On a motion by M. Oja, seconded by J. Martinez, and unanimously carried by all, HIST 2212 was approved to move forward to the district Board meeting held on December 12, 2018.*

**IV. Action Item:**

**A. Disciplines/Textbooks on COR**

*Taft College practice requires instructors to teach only using textbooks listed on the COR. In order to avoid future issues, TC is in the process of adopting a new policy. A question was asked whether an instructor can create his/her own “book” consisting of a collection of relevant articles, topics, lessons, etc. This “Content Packet” option would only come into effect if an appropriate book was not available. Content packets would be created and maintained by divisions. The group discussed other campus’ and how they run “print shop” style bookstores. A vote was had to initiate a policy draft for Textbooks on CORs. On a motion by M. Oja, seconded by J. Grimes, and unanimously carried by all, the vote to create a draft, was approved. The first reading of the draft will take place during In-service, January 2019.*

**V. DISCUSSION ITEMS:**

**A. Guided Pathways/Meta Majors**

*V. Jacobi shared a brief update on the Guided Pathways/Meta Majors. Counselors making progress on the site. More updates will follow.*

**B. Upper Division coursework Policy**

*T. Thompson shared his experience regarding the effects of accepting upper division course work. The Chancellor’s office currently allows CC’s to adopt a local policy. This causes inconsistency across the state, as some campuses do accept it, while others do not.*

**C. AP on Transcripts**

**D. Catalog Additions**

*Items C and D will be discussed at our next C & GE meeting held in Spring 2019.*

**VI. 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	Revision Requested	
AA-T Sociology	1/16/2018	2/6/2018	3/14/2018	Revision Requested	
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	

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<b>AS Energy Technology</b>	2/20/18	3/6/18	3/14/18	Approved	
<b>AS Physical Science</b>	3/13/18	4/3/18	4/11/18	Approved	
<b>*ADT – Economics</b>	4/24/18	5/3/18	6/13/18	Revision Requested	
<b>Liberal Arts Area of Emphasis: Math and Science</b>	9/18/18	9/28/18	10/10/18	Under Review	

**\* New Program**

**VII. NEXT MEETING: January 2019 in the Cougar room**