

**Friday, October 25, 2019**

**Minutes of the Regular Meeting of the Curriculum Committee**

**1:00 - 3:00 p.m.  
Eureka: 7351 Tompkins Hill Road, SS 202  
Del Norte: 883 W. Washington Boulevard, Room E2  
ConferZoom:** [**https://cccconfer.zoom.us/j/947088431**](https://cccconfer.zoom.us/j/947088431)

**Members Present: Sean Thomas, Justine Shaw, Jennifer Burlison, Chris Lancaster, Mike Peterson, Angelina Hill (Ex Officio), Courtney Loder (Ex Officio)**

**Members Absent: Michael Dennis**

1. **Call to Order**

Curriculum Committee Chair, Sean Thomas, called the meeting to order at 1:01 p.m.

**2. Public Comment**

2.1 Members of the audience are invited to make comments regarding any subject appropriate to the Curriculum Committee

none.

**3. Approval of Minutes**

3.1 Approval of minutes from October 11, 2019

[M], [2nd]Following discussion, the minutes were approved as written.

**4. Action Items**

**4.1 NEW Program: Social Justice Studies for Transfer, AA-T - Justine Shaw**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | - |

Discussion:

Justine Shaw explained that this degree has been years in the making, involving conversations with HSU and other community partners. Comments that about 30 CCCs offer this degree currently. While there are very few degrees at CSUs titled "SJS," there are more specialized programs in Gender Studies, Chicano Studies, etc. for which this degree can provide a broad lower division foundation.

Sean Thomas and Courtney Loder shared that there's some confusion about how to obtain the necessary articulation documentation required for Chancellor's Office submission (due to ASSIST not making some reports available). Courtney explained that this need not delay local approval; if necessary she will hold the proposal after BOT approval until the appropriate documentation has been gathered.

**4.2 Course Revision: BIOL-4 General Zoology - Karen Reiss**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

[M], [2nd]Following discussion, the motion to approve **the pre-requisite** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

Wendy Riggs explained that the pre-req sequencing is being adjusted so that students must complete BIOL-3 (which has a CHEM pre-req) before taking BIOL-4 or 5. This will allow instructors in 4 & 5 to spend more time teaching about plants and animals instead of teaching the background for students to understand plants and animals.

**4.3 Course Revision: BIOL-5 General Botany with Lab - Maria Friedman**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

[M], [2nd]Following discussion, the motion to approve **the pre-requisite** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

Wendy Riggs explains that the pre-req sequencing is being adjusted so that students must complete BIOL-3 (which has a CHEM pre-req) before taking BIOL-4 or 5. This will allow instructors in 4 & 5 to spend more time teaching about plants and animals instead of teaching the background for students to understand plants and animals.

Jennifer Burlison commented that this pre-req change will create an "extra" course for FNR students--the program requires CHEM and BIOL-5, but the BIOL-3 pre-req will add extra coursework for them that isn't part of their program requirements.

Angelina Hill asked about the standard for demonstrating the need for prerequisites, re: statistical validation vs. content review. Sean Thomas explained that a pre-requisite must be supported by either statistical validation OR content review. In the case of disciplinary sequencing, the content review of the discipline experts has been our institutional standard. In many cases, we may not have a large enough sample to be statistically valid.

[M], [2nd]Following discussion, the motion to **renew for CR GE Area A** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

**4.4 [TABLED] Course Revision: DA-153 Dental Assisting Science - Hillary Reed**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
|  | - |  |  |  |  |

Discussion:

This proposal was tabled prior to meeting at author's request. It will return to a future meeting.

**4.5 Course Revision, with Distance Education: KINS-66 Concepts of Physical Fitness and Exercise - Marla Gleave**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

[M], [2nd]Following discussion, the motion to **approve the DE Addendum** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

**4.6 Course Revision, with Distance Education: ECE-10 Field Experience in Early Childhood Education - Darius Kalvaitis**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

[M], [2nd]Following discussion, the motion to approve **the pre-requisites** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

[M], [2nd]Following discussion, the motion to **approve the DE Addendum** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

Darius Kalvaitis explained that this course has been offered face to face once a year in EKA and once every 2 years in DN. They are adding Telepresence and Hybrid modalities for the lecture content of this course, to make it more accessible to DN and KT students.

**4.7 Course Revision, with Distance Education: HIST-4 Western Civilization to the Reformation - Will Meriwether**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

Will Meriwether explained that many of the History outlines on this agenda are quite similar in their GE rationales and DE proposals. ENGL-150 was removed from advisories and GE rationales updated. Telepresence is being added to the existing DE proposals to allow more opportunity to teach them at KT.

Levi Gill asked about the structure of the CLOs for these courses. Sean Thomas and Will Meriwether explained that the History Dept uses a standard set of CLOs that line up to the History PLOs, as recommended by an external professional association for History. One outcome has been removed in this revision, because it was redundant and covered by the other two. Sean Thomas shared that the committee has found lately that objectives tend to be the place for more detailed descriptions of the learning happening in course, which can allow for following external guidelines for CLOs that can be broad and vague.

[M], [2nd]Following discussion, the motion to **renew for CR GE Area B and approve for CR GE Area C** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

Jennifer Burlison commented that the rationale for CR GE Area C (Humanities) seemed to skew more social science. Following further discussion, some language was moved around between the two categories to more celarly speak to each area.

[M], [2nd]Following discussion, the motion to **approve the DE Addendum** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

**4.8 Course Revision, with Distance Education: HIST-5 Western Civilization ca. 1600 to the Present - Will Meriwether**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

[M], [2nd]Following discussion, the motion to **renew for CR GE Area B and approve for CR GE Area C** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

[M], [2nd]Following discussion, the motion to **approve the DE Addendum** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

**4.9 Course Revision, with Distance Education: HIST-8 US History through Reconstruction - Will Meriwether**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

[M], [2nd]Following discussion, the motion to **renew for CR GE Area B** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

Justine Shaw asked why HIST-8 and 9 aren't also being proposed for Area C, if they have similar outcomes? Jennifer Burlison commented that HIST-8 and 9 are specifically used by HSU to meet their US Govt requirement. Sean Thomas commented that there's a tradition of Western Civ survey courses being used as Humanities surveys. Will Meriwether agreed, and added that 8 & 9 have a more focused geographic and temporal focus.

[M], [2nd]Following discussion, the motion to **approve the DE Addendum** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

**4.10 Course Revision, with Distance Education: HIST-9 US History Reconstruction to the Present - Will Meriwether**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

[M], [2nd]Following discussion, the motion to **renew for CR GE Area B** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

[M], [2nd]Following discussion, the motion to **approve the DE Addendum** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

**4.11 [TABLED] Course Revision: HIST-11 History of Women in America: Pre-Contact to 1877 - Will Meriwether**

**4.12 [TABLED] Course Revision: HIST-12 History of Women in America: 1877- Present - Will Meriwether**

**4.13 [TABLED] Course Revision, with Distance Education: HIST-20 World History: Prehistory to 1500 CE - Will Meriwether**

[M], [2nd] to **table items 4.11 - 4.13**, pending further revision to CR GE rationales.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | - | Y | Y | Y | Y |

Discussion:

**5. Discussion**

5.1 Combining Distance Ed Proposals with COR Updates

We ran out of time for much discussion, but Courtney Loder briefly explained the idea of DE proposals being treated as part of the course outline, rather than as a separate component that gets revised on a different schedule. The trend statewide is to move in this direction, as the course outline and DE Addendum should be deeply intertwined. The committee will devote more time to discussing this in detail at a future meeting.

5.2 Expedited process for "administrative changes"? (changing only items on COR that do not impact classroom content; e.g., certain MIS Codes, accounting method, etc.)

No time for discussion, but Courtney Loder explained the possibility of creating a workflow that limits editable items to those "administrative" pieces that do not impact the classroom experience (certain MIS codes, accounting method, etc.). Many other campuses using Curriculum Management Systems have a similar expedited process. This type of revision would not refresh the Curriculum Stoplight, nor count as a "five year revision." The committee will devote more time to discussing this in detail at a future meeting.

5.3 eLumen Feedback/Q&A

[tabled for time]

**6. Announcements and Open Forum**

none.

**7. Adjournment**

On motion by , seconded by , the meeting was adjourned at 2:58 p.m.

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