Mission Statement
Oxnard College promotes high quality teaching and learning that meet the needs of a diverse student population. As a multicultural, comprehensive institution of higher learning, Oxnard College works to empower and inspire students to succeed in their personal and educational goals and aspirations.

Members Present: Robert Cabral, Graciela Casillas-Tortorelli, Shannon Davis, Carolyn Dorrance, Ross Fontes, Alex Lynch, Chris Mainzer, Judy McArthur, Patricia Mendez, Jim Merrill, Maria Parker, Marjorie Price, Jeannette Redding, Mati Sanchez, Christina Tafoya, Emma Waits

Proxy: None

Non-voting Present: Erika Endrijonas (co-chair), Karen Engelsen, Carmen Guerrero, and Carolyn Inouye

Members Absent: Teresa Bonham (co-chair), Betty Hough, Raul Pulido

Non-voting Absent: None

Guests: Bret Black, Ishita Edwards, Chris Horrock

Minutes Recorder: Frances Lewis

I. ACTION

A. Welcome/Announcements

Erika called the meeting to order at 2:04 p.m.

This is the last meeting of the Curriculum Committee for the academic year. It is also a sad occasion because it is Maria Parker’s last Curriculum meeting. She is retiring at the end of this semester. Everyone wished her well.

Erika introduced a new member to Oxnard College, Marc Prado, Instructional Design Specialist. Marc will be helping faculty with Student Outcome Assessments and Professional Development.

Today is the opening dedication of our new LRC Library at 4:00 p.m.

E. Endrijonas called for a motion to adopt the agenda. M. Parker moved to accept, J. Redding seconded, and the motion carried unanimously.
B. **Approval of the Minutes**

E. Endrijonas called for a motion to accept the April 25, 2012 minutes as amended. J. Redding moved to accept, C. Mainzer seconded, and the motion carried unanimously.

C. **Second Reading**

Career & Technical Education
AB R001, AB R002, AB R003, AB R004, AB R005A, AB R005B, AB R007A, AB R007B

Liberal Studies
ENGL R100, HIST R102, HIST R103, SPAN R101A

Math/Science/Health/PE/Athletics
MATH R105

Student Services
LS R016B, LS R018B

T. Bonham and S. Davis read the Second Reading items prior to the meeting and all corrections were made. The TV courses did not make the Second Reading.

E. Endrijonas called for a motion to approve the second read items. M. Parker moved to accept, J. Redding seconded, and the motion carried unanimously.

D. **First Reading**

There are no first reading items at the final curriculum meeting of the year.

E. **Distance Learning Approval**

MATH R105, MATH R098R, MATH R098S, SPAN R101A, TV R100. These were all approved by the Distance Education Committee.

E. Endrijonas called for a motion to approve. C. Mainzer moved to accept, J. Redding seconded, and the motion carried unanimously.

F. **Prerequisite Approval**

None

G. **Deletions**

None
H. Suspensions

LDR R100

E. Endrijonas called for a motion to approve. J. Redding moved to accept, S. Davis seconded, and the motion carried unanimously.

I. Consent Items

None

J. Elect Curriculum Co-Chair for 2012-2013

Teresa Bonham was elected. Shannon Davis was elected to serve in Spring 2013 while Teresa is on sabbatical.

E. Endrijonas called for a motion to approve. J. Merrill moved to accept, it was seconded, and the motion carried unanimously.

II. INFORMATION/DISCUSSION

A. Articulation

Shannon attended the state-wide articulation meeting and shared with the committee members the information she received. AA-Ts and AS-Ts were big discussion items. A most important item that was relayed by the Community College Chancellor’s office was that if you have an existing Associate Degree in a subject, you will be expected to do an AA-T or an AS-T in that subject once they are approved.

The Board of Governors have been going through all the approved degrees and personally calling the College President who has zero, one, or even two degrees approved and asking why they are so behind the ball. This is a huge priority. Erika wanted to add that the Vice-Chancellor of the State about four days ago, via email, stated that the entire system is finally compliant.

Another upcoming priority will be the C-ID courses. If those courses are approved, then we need to get our current courses into the system and approved for C-ID. The expectation is that every course and every AA-T/AS-T degree will have a C-ID number.

Erika informed the committee that the discussions at the State level are that by fall of 2014, 100% of the available AA-T’s and AS-T’s degrees will have to be in place on our campus. That
is going to be the expectation. What hasn’t been discussed and the state-wide Academic Senate might want to take up this issue, is what happens to those local degrees that we still have. There is no strong guidance as to what happens to these local degrees. They may want us to deactivate all these local degrees and just have the transfer degrees but they haven’t talked about this.

There is a process in place that needs to be followed for all courses for a C-ID number. Shannon will assist and answer questions for any department that needs help with this process. Erika stressed the point that we need to work on them because C-ID numbers will be required. The Vice-Chancellor of the State stated that if we don’t get this done, he’ll make sure that a law gets passed that will force us to do this. Erika and Shannon will keep everyone updated on this.

B. DTRW / C. DCSL

DTRW and DCSL have not met since April 2012. The next meeting will be in September 2012. The District is looking at revisions based on accreditation recommendations to the participatory governance instructors. The DTRW/I for Instruction and DTRW/SS for Student Services are going to be subcommittees to the DCAA – District Council on Academic Affairs. This is in the proposal stage. Erika attended a Chancellor’s cabinet in the place of Dr. Duran and mentioned to the cabinet that if the DTRW has a set of golden rules then the DCAA also needs a set of golden rules. You need to have something in place that states what will be the role of DCAA.

D. GE Subcommittee

Has not met but in the fall faculty will be doing GE-SLO assessments.

E. Curriculum Deadlines for 2013-2014 catalog

Shannon distributed several color-coded handouts that outlined the deadline dates for the 2013-2014 catalog. She also mentioned that SHAREPOINT will be reviewed and updated over the summer.

F. Updated 5 Year Review List

Erika stated that this is a very important review list. She encouraged everyone to review this list and make sure that all the information is listed and accurate.

G. Evaluation of Curriculum Committee

Erika passed-out evaluations and requested that they be filled-out and returned at the end of the meeting.
H. CurricUNET training with Bola King-Rushing

Bola distributed a two-page document entitled “CurricUNET Approval Queue Flowchart.” CurricUNET will be going live in the fall of 2012. First and foremost, don’t let access be a problem. If you go to him, he will provide you with access to CurricUNET.

CurricUNET is a tool that is designed to make the process of submitting courses for approval work more smoothly and reduce paper. Bola brought up CurricUNET on screen and proceeded to give a demonstration on how to navigate and enter information. Shannon mentioned that the GE Subcommittee does not have a role in the CurricUNET process.

Training will be provided during fall semester’s flex week and supplemental training throughout the year. If you want to get started earlier on your courses, contact Bola or Mark for assistance. Their offices will be located in the new LRC Library.

If any changes need to be made to a course outline or cover sheet, go to CurricUNET and make the changes. All approved courses are in CurricUNET.

Adjournment
There being no further business, the meeting adjourned at 3:12 p.m.