



CURRICULUM COMMITTEE MEETING MINUTES

Voting Members Present: Alan Ainsworth, Shannon Davis (Co-Chair), Laura Anderson, Arminé Derdarian, Dianne Frehlich, Steve Hall, Milena Hurtado, Judy McArthur, Arion Melidonis, Robert Morris, Julius Munyantwali, Shannon Newby, Mary Pinto-Casillas, Mati Sánchez, Richard Williams, Scott Wolf

Voting Members Absent: Art Sandford

Proxies: Robert Cabral for Art Sandford

Non-voting Members Present: Robert Cabral, Joel Diaz, Carolyn Inouye

Non-voting Members Absent: Luis Gonzales, Roy Vasquez, Gail Warner

Guests: None

Meeting Date: 11/14/18

Approval of Minutes from: 9/26/18

Recorded By: Amparo Medina

AN = Action Needed

AT = Action Taken

D = Discussion

I = Information Only

DISCUSSION/DECISIONS

	ACTION		
I.	Call to Order & Welcome	I, AT	S. Davis called the meeting to order at 2:05 pm.
II.	Adoption of Agenda	I, AT	<p><u>Additions/Changes to the Agenda:</u> CNIT R172 changed to CNIT R146</p> <p>L. Anderson moved to approve the agenda, M. Sanchez seconded, and the agenda passed with amendment as noted.</p> <p>Yes: Shannon Davis (Co-Chair), Laura Anderson, Arminé Derdarian, Dianne Frehlich, Steve Hall, Milena Hurtado, Judy McArthur, Arion Melidonis, Robert Morris, Julius Munyantwali, Shannon Newby, Mary Pinto-Casillas, Mati Sánchez, Richard Williams, Scott Wolf</p> <p>No: None</p>
III.	Approval of Minutes –	I, AT	<p><u>Additions/Changes to Meeting Minutes:</u> None</p> <p>A. Melidonis moved to approve the agenda, S. Newby seconded, and the agenda passed with amendment as noted.</p>

			<p>Yes: Shannon Davis (Co-Chair), Laura Anderson, Arminé Derdarian, Dianne Frehlich, Steve Hall, Milena Hurtado, Judy McArthur, Arion Melidonis, Robert Morris, Julius Munyantwali, Shannon Newby, Mary Pinto-Casillas, Mati Sánchez, Richard Williams, Scott Wolf</p> <p>No: None</p>
IV.	Second Reading	I	<p><u>Career & Technical Education</u></p> <ul style="list-style-type: none"> - Proficiency Award in Wildland Fire Academy - Associate in Science in Addictive Disorders Studies (REV) - Certificate of Achievement in Addictive Disorders Studies (REV) - Associate in Science in Addictive Disorders Studies in the Criminal Justice System (REV) - Certificate of Achievement in Addictive Disorders Studies in the Criminal Justice System (REV) - Associate in Science in Fire Technology (REV) - Certificate of Achievement in Fire Technology (REV) <p><u>Liberal Studies</u></p> <ul style="list-style-type: none"> - Associate in Arts in Social Justice Studies – Chicana/o Studies for Transfer (AA-T) - Associate in Arts in Chicana/o Studies - Associate in Arts in Law, Public Policy, and Society for Transfer (AA-T) <p><u>Library, Transitional Studies, Health, Athletics, PE</u></p> <ul style="list-style-type: none"> - Certificate of Competency in English as a Second Language – Level 2 (noncredit) <p><u>Math/Science</u></p> <ul style="list-style-type: none"> - Associate in Science in Engineering - Certificate of Achievement in Pre-Health Professions <p><u>Student Development</u></p> <p>None</p> <p>S. Newby moved to approve the second reading items, M. Sanchez seconded, and the motion passed.</p> <p>Yes: Shannon Davis (Co-Chair), Laura Anderson, Arminé Derdarian, Dianne Frehlich, Steve Hall, Milena Hurtado, Judy McArthur, Arion Melidonis, Robert Morris, Julius Munyantwali, Shannon Newby, Mary Pinto-Casillas, Mati Sánchez, Richard Williams, Scott Wolf</p> <p>No: None</p>
V.	First Reading	I	<p><u>Career & Technical Education</u></p> <ul style="list-style-type: none"> - Certificate of Achievement in Firefighter I Academy (REV), changed from 29-30 units <p><u>Liberal Studies</u></p> <ul style="list-style-type: none"> - AA-T in Elementary Teacher Education (REV) - AA-T in Communication Studies (REV) <p><u>Library, Transitional Studies, Health, Athletics, PE</u></p> <ul style="list-style-type: none"> - None

			<p><u>Math/Science</u> – S. Newby Introduced the following programs</p> <ul style="list-style-type: none"> - AS-T in Environmental Science – S. Davis explained that this program went through the committee last year but was not approved by the state because it exceeded the 60 unit limit - AS in Coastal Environmental Studies (REV) <p><u>Student Development</u> - None</p> <p>R. Williams moved to approve the first reading items, S. Newby seconded, and the motion passed.</p> <p>Yes: Shannon Davis (Co-Chair), Laura Anderson, Arminé Derdarian, Dianne Frehlich, Steve Hall, Milena Hurtado, Judy McArthur, Arion Melidonis, Robert Morris, Julius Munyantwali, Shannon Newby, Mary Pinto-Casillas, Mati Sánchez, Richard Williams, Scott Wolf</p> <p>No: None</p>
VI.	Distance Learning Approval	I, AT	<p>ADS R108, BUS R100, CNIT R172, ECE R117, ECE R131, ECON R101, ECON R101H, ECON R102, ECON R102H, EDU R124, EMT R109, ENGL R100S, ESRM R100L, FTVE R100, FTVE R107, GEOG R105, IDS R101A, IS R101B, IDS R110, MUS R140, PG R001, PG R100A, PG R100B, PG R102, PLS R041, PLS R101, PLS R102, PLS R103, PLS R104, PLS R105, PLS R106, PLS R108, POLS R102, PSY R103, PSY R104, PSY R105, SOC R110</p> <p>M. Sanchez moved to approve the Distance Learning Committee Approval Items, J. McArthur seconded, and the motion passed.</p> <p>Yes: Shannon Davis (Co-Chair), Laura Anderson, Arminé Derdarian, Dianne Frehlich, Steve Hall, Milena Hurtado, Judy McArthur, Arion Melidonis, Robert Morris, Julius Munyantwali, Shannon Newby, Mary Pinto-Casillas, Mati Sánchez, Richard Williams, Scott Wolf</p> <p>No: None</p>
VII.	Requisite Approval	I, AT	<p><u>Prerequisites/Corequisites</u></p> <ul style="list-style-type: none"> - ECE R113, ECE R115, ECE R116, ECE R117, ECE R118, ENGR R140, ENGR R140L, ESRM R100L, FTVE R155, MATH R005, MATH R055S, MATH R065S, MATH R098T, PE R162, MATH R120, PSY R103, PSY R104, PSY R105, SOC R110 <p><u>Advisories</u></p> <ul style="list-style-type: none"> - ACCT R110, ACCT R111, AT R033, AT R048, CNIT R172, ENGL R095/ESL R095, PLS R102, PLS R103, PLS R104, PLS R105, PLS R106, PLS R108 <p>J. McArthur moved to approve the Requisite Approval Items, M. Hurtado seconded, and the motion passed.</p>

			<p>Yes: Shannon Davis (Co-Chair), Laura Anderson, Arminé Derdarian, Dianne Frehlich, Steve Hall, Milena Hurtado, Judy McArthur, Arion Melidonis, Robert Morris, Julius Mulyantwali, Shannon Newby, Mary Pinto-Casillas, Mati Sánchez, Richard Williams, Scott Wolf</p> <p>No: None</p>
VIII.	Deletions/Deactivations	I, AT	<p>CIS R104, ENGL R130, FTVE R108B, MST R122, POLS R105, PSY R135, PSY R198</p> <p>L. Anderson moved to approve the Deletions/Deactivations Items, M. Pinto-Casillas seconded, and the motion passed.</p> <p>Yes: Shannon Davis (Co-Chair), Laura Anderson, Arminé Derdarian, Dianne Frehlich, Steve Hall, Milena Hurtado, Judy McArthur, Arion Melidonis, Robert Morris, Julius Mulyantwali, Shannon Newby, Mary Pinto-Casillas, Mati Sánchez, Richard Williams, Scott Wolf</p> <p>No: None</p>
IX.	Policy Updates		<p>Policy to eliminate 5 year review of Special Topics and Experimental Course Umbrellas</p> <ul style="list-style-type: none"> - Policy to not require 5 year review for umbrella courses: R089, R098, R189, R198, S. Davis explained that now that all of these courses across the disciplines offered by Oxnard College are aligned in their format, there is no longer a need to review the common language on a regular basis. The umbrella courses are not housed in Banner, are not submitted to the state, and do not have control numbers. They merely act as placeholders in the catalog and serve as a guide for registrars, evaluators, and counselors at other institutions, indicating whether or not courses under the umbrella are transferable or not. Effective October 1, 2018, Faculty will no longer be required to revise and update courses numbered R089, R098, R189, or R198 on the five year review schedule. - In the future, should changes to the course outline of record be required, Department Chair and/or Coordinator will be notified by the Curriculum Co-Chair of the required changes and new common language so that all existing umbrella courses can come through the curriculum review and update process simultaneously. <p>S. Newby moved to approve the Policy Update Items with modifications, J. McArthur seconded, and the motion passed.</p> <p>Yes: Shannon Davis (Co-Chair), Laura Anderson, Arminé Derdarian, Dianne Frehlich, Steve Hall, Milena Hurtado, Judy McArthur, Arion Melidonis, Robert Morris, Julius Mulyantwali, Shannon Newby, Mary Pinto-Casillas, Mati Sánchez, Richard Williams, Scott Wolf</p>

		<p>No: None</p> <p>Policy on a Single Reading for Program Modifications</p> <ul style="list-style-type: none"> - In support of curriculum streamlining, the California Community College Chancellor’s Office is merging substantial and nonsubstantial changes for all credit programs and renaming them “modified programs.” These modified programs will no longer receive new control numbers nor generate new approval letters. - Programs must often be modified to accommodate changes in courses, titles, units, and in the case of Career Education programs, changes in industry standards or requirements. In order to facilitate the modification of programs at Oxnard College in a timely manner so as to meet catalog deadlines, the Curriculum Committee will no longer require two readings to approve program modifications. - Faculty will submit modified programs through the Curriculum Management System, they will be added to an agenda, and presented to the Curriculum Committee for comment and vote in the same meeting. If there are significant concerns with the proposed modifications, the program will be pulled from the agenda and not move forward. The program may be presented again on a subsequent agenda when the concerns have been addressed. - S. Hall suggested removing the last two lines <p>A. Melidonis moved to approve the Policy Update Items with modifications, S. Wolf seconded, and the motion passed.</p> <p>Yes: Shannon Davis (Co-Chair), Laura Anderson, Arminé Derdarian, Dianne Frehlich, Steve Hall, Milena Hurtado, Judy McArthur, Arion Melidonis, Robert Morris, Julius Munyantwali, Shannon Newby, Mary Pinto-Casillas, Mati Sánchez, Richard Williams, Scott Wolf</p>
X.	Consent Agenda	<p>I, AT</p> <ul style="list-style-type: none"> - Addition of new math course numbers (MATH R005, MATH R015 which will replace MATH R014, MATH R032, MATH R033 in Fall 2019) to existing math requisites along with the multiple measures assessment statement for the following Math and Science courses: AST R101L, BIOL R101L, BIOL R120, BIOL R122, CHEM R104, CHEM R110, CHEM R120, MATH R101, MATH R105, MATH R105H, MATH R106, MATH R115, MATH R116, MICR R100, PHSC R170 - Correct the error in CurricUNET for the CPR card fee for HED R105. Listed as \$10 on the COR, but should be \$8. <p>A. Derdarian moved to approve the Consent Agenda Items with modifications, M. Sanchez seconded, and the motion passed.</p> <p>Yes: Shannon Davis (Co-Chair), Laura Anderson, Arminé Derdarian, Dianne Frehlich, Steve Hall, Milena Hurtado, Judy McArthur, Arion Melidonis, Robert Morris, Julius Munyantwali, Shannon Newby, Mary Pinto-Casillas, Mati Sánchez, Richard Williams, Scott Wolf</p>

	INFORMATION/ DISCUSSION		
XI.	Curriculum Committee Training/Info.	I	Nothing to report
XII.	Deadlines		- We need all program modifications done ASAP so they can be updated in time for the 2019-2020 catalog!
XIII.	CurricUNET/ CourseLeaf Updates	I	Nothing to report
XIV.	Articulation Report – S. Davis	I	Nothing to report
XV.	High School Articulation Report – S. Trefts		Nothing to report
XVI.	Distance Ed Committee Report – S. Wolf		<ul style="list-style-type: none"> - S. Wolf shared that there is no contractual requirement for DE training, the department chair and/or dean can decide faculty competency in that area. - Issue with faculty not being notified when evaluations are made available, as per contract requirements. Discussion ensued on how to work on that at district level. Team may be created. - New accessibility tool called ALLY, if you would like to be on testing group, contact Scott or Art.
XVII.	General Ed Committee Report – S. Davis		1st Meeting to be held in January.
XVIII.	DTRW-I Committee Report – S. Davis	I	All new courses were read at board meeting last night and approved.
XIX.	New Business	I	S. Wolf – OC live, Mariachi Ensemble is tomorrow
XX.	Future Meetings	I	Next meeting is November 28, 2018
XXI.	Public Comment		None
XXII.	Adjournment	I, AT	The meeting was adjourned at 2:48.