



CURRICULUM COMMITTEE MEETING MINUTES

Voting Members Present: Shannon Davis (Chair), Robert Cabral, Graciela Casillas-Tortorelli, Amy Edwards, Alex Lynch, Chris Mainzer, Judy McArthur, Arion Melidonis, Patricia Mendez, Jim Merrill, Robert Morris, Mati Sanchez, Christina Tafoya, Catalina Yang

Voting Members Absent: Armine Derdarian, Diane Eberhardy, Krista Mendelsohn

Proxies: Chris Mainzer for Armine Derdarian; Jim Merrill for Diane Eberhardy

Non-voting Members Present: Ken Sherwood (Co-Chair), Luis Gonzalez, Carolyn Inouye, Art Sandford

Non-voting Members Absent: Joel Diaz, Gail Warner

Guests: Elissa Caruth, Janet Dawald, Cynthia Herrera, Josh Lieser

Meeting Date: **10/14/2015** Approval of Minutes from: **9/23/2015** Recorded By: Laurie Nelson-Nusser

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 p.m. and declared a quorum present. The following proxies were announced: Chris Mainzer for Armine Derdarian; Jim Merrill for Diane Eberhardy.
II.	Adoption of Agenda	I, AT	Additions/Changes to the Agenda: none. C. Mainzer moved to approve the agenda as presented, A. Edwards seconded, and the motion passed. Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, P. Mendez, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang
III.	Approval of Minutes	I, AT	Corrections to the September 23, 2015 Minutes: none. C. Yang moved to approve the September 23, 2015 minutes as presented, C. Mainzer seconded, and the motion passed.

			<p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, P. Mendez, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang</p>
IV.	Second Reading	I, AT	The second reading items were tabled until the next meeting.
V.	First Reading	I, D, AT, AN	<p>Only substantive changes are recorded in the minutes. Please refer to the comments in CurricUNET for additional non-substantive comments.</p> <p><u>Liberal Studies</u></p> <p>A. Melidonis introduced the ANTH courses.</p> <p>ANTH R101 – Introduction to Biological Anthropology – Non-substantial revision.</p> <p>Changes Needed: Methods of Instruction: Second sentence in ANTH R101H includes “models” in the list.</p> <p>ANTH R101H – Honors: Introduction to Biological Anthropology – New course. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: Units/Hours: change Units to 3. Objectives: 6 is a repeat of 5; copy 6 from ANTH R101. Methods of Instruction: Second sentence in ANTH R101 does not include “models” in the list.</p> <p>ANTH R102 – Introduction to Cultural Anthropology – Non-substantial revision.</p> <p>Changes Needed: none.</p> <p>ANTH R102H – Honors: Introduction to Cultural Anthropology – New course. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: Basic Course Info: Credit Basis is missing. MQs: MQs are missing.</p> <p>ANTH R111 – Magic, Witchcraft and Religion: Anthropology of Belief – Non-substantial revision.</p> <p>Changes Needed: Basic Course Info: Add honors course duplication statement. Textbooks: Update the second text listed to match the most recent version listed in ANTH R111H.</p> <p>ANTH R111H – Honors: Magic, Witchcraft and</p>

		<p>Religion: Anthropology of Belief – New course. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: Basic Course Info: Add honors course duplication statement.</p> <p>A. Edwards introduced the ART courses.</p> <p>ART R103 – Survey of Art from Renaissance to Contemporary – Non-substantial revision.</p> <p>Changes Needed: Basic Course Info: consider changing course title to reflect C-ID descriptor title “Survey of Western Art.” Methods of Instruction: are selected readings and in class activities methods of instruction? M of I #3 is a handout – consider rewording. Objectives: consider adding more detail.</p> <p>ART R104A – Color and Design: 2-D Foundations – Non-substantial revision.</p> <p>Changes Needed: none.</p> <p>ART R165 – Portfolio/Gallery Presentation – Non-substantial revision.</p> <p>Changes Needed: Objectives: consider revising using Bloom’s Taxonomy. Typical Graded Assignments: some do not mention how students will be graded, e.g. group exhibition of work? Rewords assignments to focus on the actual assignment. Requisites: copy and paste relevant course objectives from the requisite course into the Requisite Justification text box. Textbooks: add newer textbook. Attach CSLOs.</p> <p>ART R170 – Introduction to Women in Art: Woman as Artist; Woman as Image – Non-substantial revision.</p> <p>Changes Needed: Content: Revise “earliest time” to Middle Ages, or something similar. Units/Hours: Change Total Contact Hours to 48 to 54. Objectives: consider adding more detail. Textbooks: Update the second text listed with more recent edition; add Classic Text where needed. Attach CSLOs.</p> <p>J. Merrill introduced the ASL course.</p> <p>ASL R110 – Introduction to Deaf Studies – Substantial revision: adding new prerequisite. Requires DTRW-I and BOT approval.</p>
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		<p>Changes Needed: none.</p> <p>M. Sanchez introduced the following ENGL course.</p> <p>ENGL R056 – Reading Fundamentals – Non-substantial revision.</p> <p>Changes Needed: Basic Course Info: enter CB03 TOP Code. Objectives: is it appropriate to have “navigate the college’s CMS to access and post assignments”? Textbook: is there a newer text you can add?</p> <p>J. Merrill introduced the following ENGL course.</p> <p>ENGL R124 – Introduction to LGBTIQ Literature – New course. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: Basic Course Info: enter CB03 TOP Code. Flesh out course content for more description.</p> <p>J. Lieser introduced the HIST course.</p> <p>HIST R124 – Sports in American History – New course. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: Units/Hours – change Weekly Lecture Hours to 3. Content: reads more like objectives or typical graded assignments. Typical Graded Assignments: how will students be evaluated on MC exams?</p> <p>C. Horrock introduced the PHIL courses.</p> <p>PHIL R101 – Introduction to Philosophy – Non-substantial revision.</p> <p>Changes Needed: Textbooks: one of the listed texts in PHIL R101H is missing in this list. Attach CSLOs.</p> <p>PHIL R101H – Honors: Introduction to Philosophy – New course. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: Basic Course Info: Catalog Course Description – fix typos in last sentence. Enter CB03 TOP Code. Attach CSLOs.</p> <p>PHIL R102 – Introduction to Ethics – Non-substantial revision.</p> <p>Changes Needed: Textbooks: are there any newer texts you can add? Attach CSLOs.</p>
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		<p>course. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: Basic Course Info: Course Description – add that is concentrates primarily on the U.S. if this is true.</p> <p>J. Merrill introduced the AA-T in English.</p> <p>AA-T in English – Non-substantial revision.</p> <p>Changes Needed: Cover: update the Justification for Proposal. Suggestion was raised to include more courses that are allowed under the TMC.</p> <p>A. Melidonis introduced the AA-T in Social Justice Studies.</p> <p>AA-T in Social Justice Studies – New program. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: List B cannot include ANTH R105 (can be moved to List C) and SJS 130 should go here instead of LIST C. LIST C cannot include HIST R117 as it cannot be substantiated as major prep on ASSIST. LIST H cannot include GLOS R101, GLST R102, SOC R102, SOC R106, SOC R116, HIST R130 or R130H, HIST R140 or R140H as none can be substantiated as major prep on ASSIST. What can be included: ANTH R105, R107, R114; CHST R101; HIST R107, R108, R109; PSY R101, R107; SOC R101, R103, R108; SPAN R117.</p> <p><u>Math/Science/Health/PE/Athletics</u></p> <p>C. Mainzer introduced the GEOG, GIS, and GEOL courses.</p> <p>GEOG R106 – Introduction to Geographic Information Systems and Techniques – Non-substantial revision.</p> <p>Changes Needed: Basic Course Info: Change start dates to Fall 2016. Textbooks: list ArcGIS Software under Software as in GIS R106. Suggestion was raised to offer an advisory for this course.</p> <p>GIS R106 – Introduction to Geographic Information Systems and Techniques – New course. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: Objectives: #6 is missing the end of the sentence. Suggestion was raised to offer an</p>
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		<p>advisory for this course.</p> <p>GEOL R121 – Earth Science with Lab – New course. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: Basic Course Info: Catalog Course Description – make the first sentence a complete sentence.</p> <p>C. Yang introduced the ENGR and MATH courses.</p> <p>ENGR R138 – Programming and Problem-Solving in MATLAB – New course. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: Basic Course Info: Select MATH R138 in the Same As Course field. If you choose a SAM Code that is other than E, you must choose a TOP code that is CTE (with an asterisk).</p> <p>MATH R138 – Programming and Problem-Solving in MATLAB – New course. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: Basic Course Info: Select ENGR R138 in the Same As Course field. If you choose a SAM Code that is other than E, you must choose a TOP code that is CTE (with an asterisk). MQs: do you want to include Math?</p> <p>MATH R032 – Intermediate Algebra for Non-STEM Majors – New course. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: Basic Course Info: CB24 – is this Program Applicable? Typical Graded Assignments: Is B correct? Other Instructional Materials: are there websites and videos you can add?</p> <p>MATH R033 – Pathway to STEM – New course. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: Typical Graded Assignments: Is B correct? Other Instructional Materials: are there websites and videos you can add?</p> <p>MATH R101 – Mathematics for the Liberal Arts Major – Non-substantial revision.</p> <p>Changes Needed: Basic Course Info: Course Description – use complete sentences.</p>
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VI.	Distance Learning Approval	I, AT	<p>ANTH R101L, CAOT R129, CAOT R130, GLOS R102, HIST R130H, HIST R140H, HIST R150H, HIST R160H – Approved by the Distance Education Committee on October 1, 2015</p> <p>A. Melidonis moved to approve the Distance Learning appendices as presented, C. Mainzer seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, P. Mendez, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang</p>
VII.	Requisite Approval	I, AT	<p>ASL R110, ENGL R124, ENGL R199, ENGR R138, MATH R032, MATH R033, MATH R101, MATH R138 – Reviewed and determined Complete – Approved</p> <p>ART R165 – Reviewed and determined Incomplete – Not Approved</p> <p>C. Mainzer moved to approve the Complete Requisite items, A. Melidonis seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, P. Mendez, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang</p>
VIII.	Deletions	I	None
IX.	Suspensions	I	None
X.	Curriculum Committee Goals for 2015-2016	I, AT	<p>A. Edwards moved to approve the Curriculum Committee Goals for 2015-2016, C. Yang seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, P. Mendez, J. Merrill, R. Morris,</p>

			M. Sanchez, C. Tafoya, C. Yang
	INFORMATION/DISCUSSION		
XI.	Honors Courses: Examples from Other CCCs	I, D	Oxnard College should consider forming an honors committee to work out the details of honors courses and the honors program.
XII.	CurricUNET Discussion/Updates	I	Governnet is continuing to address the work tickets submitted by K. Mendelsohn. Krista requested that any issues encountered in CurricUNET be reported to her to be remedied.
XIII.	Articulation report	I	None
XIV.	High School Articulation report	I	None
XV.	Distance Ed Committee report	I	The first DE Committee meeting of 2015-16 took place on Oct. 1. The committee is reviewing a draft of the DE Handbook, which will come to the Curriculum Committee for approval when it is complete.
XVI.	General Ed Committee report	I	The first GE Committee meeting of 2015-16 took place on Oct. 7. New courses were approved for GE inclusion. Because there are many new prospective GE courses on today's agenda as well, the GE Committee will review all of the other new GE courses and then bring all of the approved courses at the same time to the Curriculum Committee for approval.
XIX.	LOT Committee report	I	K. Sherwood provided an update regarding the eLumen system and a recent vendor meeting. Problematic issues with the software are currently being addressed. The ten original ISLOs were revised and combined into six new ISLOs, approved by LOT on March 18, 2014, and approved by the Curriculum Committee on April 9, 2014, however the Academic Senate may not have approved this change. This issue will be discussed at the next LOT Committee. There have been discussions to make Curriculum Committee a subcommittee of LOT. The next LOT Committee meeting will take place on Oct. 20, 2015.
XX.	DTRW-I Committee report	I	DTRW-I last met on Oct. 8. The AA-T in Global Studies and the honors history courses received no comments. The First Reading items on this agenda that require DTRW-I review are ANTH R101H, ANTH R102H, ANTH R111H, ASL R110, ENGL R124, ENGR R138, HIST R124, GEOG R106, GEOL R121, GIS R106, MATH R032, MATH R033, MATH R138, PHIL R101H,

			PHIL R102H, PHIL R115H, PHIL R116, SJS R110, SJS R120, SJS R130, AS-T in Biology, and AA-T in Social Justice Studies. The next DTRW-I meeting will take place on Nov. 12.
XXI.	New Business	I	None
XXII.	Public Comment	I	None
XXIII.	Adjournment	I, AT	S. Davis adjourned the meeting at 3:40 pm.
XXIV.	Next meeting	I	The next Curriculum Committee meeting is on October 28, 2015 at 2:00 pm.