



CURRICULUM COMMITTEE MEETING MINUTES

Voting Members Present: Shannon Davis (Chair), Alan Ainsworth, Robert Cabral, Graciela Casillas-Tortorelli, Judy McArthur, Arion Melidonis, Krista Mendelsohn, Patricia Mendez, Jim Merrill, Robert Morris, Shannon Newby, Mati Sanchez, Christina Tafoya, Catalina Yang

Voting Members Absent: Jonas Crawford, Armine Derdarian, Amy Edwards, Oscar Moreno

Proxies: Carolyn Inouye for Jonas Crawford, Robert Cabral for Armine Derdarian, and Christina Tafoya for Amy Edwards

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

Non-voting Members Absent: Joel Diaz, Gail Warner

Guests: None

Meeting Date: **11/23/2016** Approval of Minutes from: **11/09/2016** Recorded By: Krista Mendelsohn

AN = Action Needed AT = Action Taken D = Discussion I = Information Only

DISCUSSION/DECISIONS

	ACTION		
I.	Call to Order & Welcome	I, AT	A. Sandford called the meeting to order at 2:07 p.m. The following proxies were announced: Carolyn Inouye for Jonas Crawford, Robert Cabral for Armine Derdarian, and Christina Tafoya for Amy Edwards.
II.	Adoption of Agenda	I, AT	Additions/Changes to the Agenda: V. Pull GEOL R103L. VII.A. Pull GEOL R103L. It needs to come with its co-listed course, MST R103L. R. Cabral moved to approve the agenda as amended, A. Melidonis seconded, and the motion passed. Yes: S. Davis (Co-Chair), A. Ainsworth, R. Cabral, G. Casillas-Tortorelli, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, S. Newby, M. Sanchez, C. Tafoya, C. Yang
III.	Approval of Minutes	I, AT	Corrections to the Nov. 9, 2016 Minutes: move Transitional Studies courses out of Liberal Studies.

			<p>J. Merrill moved to approve the Nov. 9, 2016 minutes as amended, G. Casillas-Tortorelli seconded, and the motion passed. Yes: S. Davis (Co-Chair), A. Ainsworth, R. Cabral, G. Casillas-Tortorelli, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, S. Newby, M. Sanchez, C. Tafoya, C. Yang</p>
IV.	Second Reading	I, AT	<p><u>Career & Technical Education</u> AC R098, ACCT R110, ACCT R111, ADS R115, AT R011, DA R010, DA R011, DA R012, DA R013, DA R014, DA R015, DA R020, DA R021, DA R022, DA R023, DA R024, DA R025, DH R001, DH R010, DH R011, DH R012, DH R013, DH R014, DH R015, DH R020, DH R021, DH R022, DH R025, DH R030, DH R031, DH R032, DH R040, DH R042, FT R157, [DH R043, DH R044 (not approved)]</p> <p><u>Liberal Studies</u> DANC R110A, DANC R110B, ENGL R101H, ENGL R102H, HIST R125, HIST R125H, HIST R126, MUS R107A, MUS R107B, MUS R107C, MUS R107D, MUS R118A, MUS R118B, MUS R118C, MUS R118D, MUS R120, POLS R125, POLS R125H, PSY R101, PSY R101H, SOC R101, SOC R101H, SOC R105, SOC R118</p> <p><u>Math/Science/Health/PE/Athletics</u> BIOL R101H, BIOL R198, ENGR R101, ESRM R160, GEOG R198, GEOG R199, GEOL R110, HED R113, HED R114, ICA R130B, ICA R190B, MATH R001P, MATH R002P, MATH R010, MATH R098, MATH R105, MATH R105H, MST R160, MST R199, PE R103A, PE R103B, PE R104A, PE R104B, PE R106, PE R107, PE R108, PE R148A, PE R148B, PE R150A, PE R150B</p> <p><u>Student Development</u> ACT R001, ACT R011, LS R006, LS R016A, LS R017A, LS R017B, LS R018A, LS R018B, LS R021</p> <p><u>Transitional Studies</u> ENGL R085</p> <p>S. Newby moved to approve the Second Reading item as presented except for DH R043 and DH R044, R. Cabral seconded, and the motion passed. Yes: S. Davis (Co-Chair), A. Ainsworth, R. Cabral, G. Casillas-Tortorelli, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, S.</p>

			Newby, M. Sanchez, C. Tafoya, C. Yang
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>Career & Technical Education</u></p> <p>AB R002 – Intermediate Auto Body and Fender Repair – Non-substantial revision.</p> <p>Changes Needed: none.</p> <p>DH R023 – Clinical Practice I – Non-substantial revision.</p> <p>Changes Needed: Requisites: remove prerequisite courses statement. Complete co-requisite for DH R020 correctly. Combine all the limitations to save space.</p> <p>DH R024 – Clinic Dental Hygiene Seminar I – Non-substantial revision.</p> <p>Changes Needed: Methods of Instruction: #3 is assigned readings – move to outside assignments. Objectives: #2, 5, 6, 7, 10 look more like lab activities than lecture. Course Content: more lab than lecture? Other Instructional Materials: list materials. SLOs: #1 is not stated as an outcome.</p> <p>DH R033 – Clinic II Seminar – Non-substantial revision.</p> <p>Changes Needed: Methods of Inst: move assigned reading to outside assignments. SLOs #2&3 are identical. Basic Course Info: include Dental Hygiene in title. MQ: refer to DA – oops! Outside Assign: change wording of “independent study.”</p> <p>DH R034 – Clinical Practice II – Non-substantial revision.</p> <p>Changes Needed: none.</p> <p>DH R035 – Periodontics II – Non-substantial revision.</p> <p>Changes Needed: Units/Hours: remove range from weekly hours.</p> <p>DH R041 – Practice Management – Non-substantial revision.</p> <p>Changes Needed: Textbook: update or state latest</p>

		<p>edition.</p> <p>DH R045 – Ethics and Jurisprudence – Non-substantial revision.</p> <p>Changes Needed: none.</p> <p>DH R050 – Clinical Practice IV – Non-substantial revision.</p> <p>Changes Needed: Course Content: sparse; should expand.</p> <p>DH R051 – Clinical Skills Review – Non-substantial revision.</p> <p>Changes Needed: none.</p> <p>DH R098 – Short Courses in Dental Hygiene – Non-substantial revision.</p> <p>Changes Needed: Units/Hours: check ranges. Course & Lab Content: use generic statement. Methods of Inst: use generic statement.</p> <p><u>Liberal Studies</u></p> <p>SPAN R118 – Latin American and Spanish Film – Non-substantial revision.</p> <p>Changes Needed: Basic Course Info: Change start date to Fall 2017.</p> <p>AA-T in Anthropology – Non-substantial revision.</p> <p>Changes Needed: Cover: Change start date to Fall 2017.</p> <p><u>Math/Science/Health/PE/Athletics</u></p> <p>GEOL R101L – Physical Geology Lab – Non-substantial revision.</p> <p>Changes Needed: Basic Course Info: select one option for Credit Basis. Units/Hours: change Variable Units to Yes so the upper end of the Total Contact Hours range will save correctly. Requisites: copy and paste the requisite course objectives into the Requisite Justification text box. Typical Graded Assign.: If essays are checked off as method of evaluation, put in an essay in typical graded assignments.</p>
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			<p>students to self-place in this course or to be advised to place in this course? Will there be a score on the new assessment associated with placing in this course? Change OUHSD ESL reference to the adult school.</p> <p>ENGL R087 – Basic Composition – Non-substantial revision.</p> <p>Changes Needed: Basic Course Info: enter CB08; Catalog Notes – formerly ENGL R068.</p> <p>ENGL R097 – Intermediate Composition – Non-substantial revision.</p> <p>Changes Needed: Basic Course Info: Catalog Notes – formerly ENGL R096. Units/Hours: change Total Contact Hours range to 64 to 72. Requisites: copy and paste the requisite course objectives into the Requisite Justification text box; select ENGL R087 instead of R068.</p> <p>ESL R065A – ESL Reading and Writing Skills - Reading Emphasis – Non-substantial revision.</p> <p>Changes Needed: Basic Course Info: change start date to Fall 2017.</p> <p>ESL R065B – ESL Reading and Writing Skills - Writing Emphasis – New course. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: Basic Course Info: enter TOP Code and SAM Code. Requisites: add same advisory language as ESL R065A.</p> <p>A. Melidonis moved to approve the First Reading items, P. Mendez seconded, and the motion passed. Yes: S. Davis (Co-Chair), A. Ainsworth, R. Cabral, G. Casillas-Tortorelli, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, S. Newby, M. Sanchez, C. Tafoya, C. Yang</p>
VI.	Distance Learning Approval	I	None
VII.	Requisite Approval	I, AT	A. Prerequisites/Corequisites: AB R002, DA R010, DA R011, DA R012, DA R013, DA R014, DA R015, DA R020, DA R021, DA R022, DA R023, DA R024, DA R025, DH R024, DH R025, DH R031, DH R033, DH R034, DH R035, DH R040, DH R041, DH R042, DH R043, DH R044, DH R045, DH R050, DH R051,

			<p>DH R098, ENGL R087, FT R157, GEOL R110L, MST R199, MUS R107C, MUS R107D, MUS R118B, MUS R118C, MUS R118D, PE R148B, PE R150B – Reviewed and determined Complete</p> <p>Prerequisites/Corequisites: DH R010, DH R011, DH R012, DH R013, DH R014, DH R015, DH R020, DH R021, DH R023, DH R030, DH R032, ENGL R097, ESRM R160, GEOL R101L, MST R160, MUS R107B, PE R103B, PE R104B – Reviewed and determined Incomplete</p> <p>B. Advisories: ACCT R110, ACCT R111, DA R010, DA R011, DA R012, DA R013, DA R014, DA R015, DA R020, DA R021, DA R022, DA R023, DA R024, DA R025, ENGL R077, ENGL R085, ESL R065A, LS R016B, LS R017B, SPAN R118 – Reviewed and determined Complete</p> <p>Advisories: DH R010, DH R011, DH R012, DH R013, DH R014, DH R015, – Reviewed and determined Incomplete</p> <p>R. Cabral moved to approve the Complete Requisite items, R. Morris seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), A. Ainsworth, R. Cabral, G. Casillas-Tortorelli, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, S. Newby, M. Sanchez, C. Tafoya, C. Yang</p>
VIII.	Deletions	I, AT	<p>CAOT R003C, CIS R007</p> <p>R. Morris moved to approve the courses for deletion, P. Mendez seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), A. Ainsworth, R. Cabral, G. Casillas-Tortorelli, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, S. Newby, M. Sanchez, C. Tafoya, C. Yang</p>
IX.	Suspensions	I	None
X.	General Education Approval	I	None
	INFORMATION/DISCUSSION		
XI.	CurricUNET Discussion/Updates	I	Work tickets are being completed.
XII.	Articulation report	I	None
XIII.	High School Articulation report	I, D	<p>Marcelo Cabral submitted the following report:</p> <ol style="list-style-type: none"> 1. Courses Removed from Do Not Petition List

			<ul style="list-style-type: none"> a. BUS R132 b. PG R101 2. Get Focused Stay Focused (GFSF) – Pilot OUHSD Schools Fall 2016 (120 total students) <ul style="list-style-type: none"> a. Rancho Campana HS – 35 students b. Condor HS – 15 students c. Oxnard HS – 70 students 3. New Articulation Developed <ul style="list-style-type: none"> a. PG R101 – equivalent to GFSF course being taught at HS’s throughout OUHSD <ul style="list-style-type: none"> i. Projecting 120 students submitting petitions 4. Continuing Articulations 2016-2017 <ul style="list-style-type: none"> a. 20 5. HS Articulation Planning Meeting Update <ul style="list-style-type: none"> a. To review what HS courses will be articulated with OC b. December 14, 2016
XIV.	Distance Ed Committee report	I	None
XV.	General Ed Committee report	I	None
XVI.	LOT Committee report	I, D	The LOT Committee met on November 15, 2016. Assessments should have been distributed after the last drop date. Instructors must create an assessment cycle or else it will be assumed that you want to assess every section every semester. Assessment Mastery Levels have been separated out to five levels. Previously scores of 0 & 1 were lumped together, 2 & 3 were lumped, and 4 was on its own as exemplary. Discussion took place about how to encourage SLO participation and compliance.
XVII.	DTRW-I Committee report	I	The DTRW-I Committee will meet on December 8, 2016. The First Reading items on this agenda requiring DTRW-I review are ESL R065B and GEOL R110L.
XVIII	New Business	I	None
XIX.	Public Comment	I	None
XX.	Adjournment	I	S. Davis adjourned the meeting at 3:21 pm.
XXI.	Next meeting	I, AT	The next Curriculum Committee meeting is on December 14, 2016 at 2:00 pm.