



CURRICULUM COMMITTEE MEETING MINUTES

Voting Members Present: Shannon Davis (Chair), Teresa Bonham, Armine Derdarian, Amy Edwards, Alex Lynch, Chris Mainzer, Arion Melidonis, Patricia Mendez, Robert Morris, Mary Pinto-Casillas, Christina Tafoya, Catalina Yang

Voting Members Absent: Robert Cabral, Graciela Casillas-Tortorelli, Jonas Crawford, Judy McArthur, Krista Mendelsohn, Mati Sanchez

Proxies: Armine Derdarian for Robert Cabral; Chris Mainzer for Mati Sanchez

Non-voting Members Present: Luis Gonzalez, Carolyn Inouye

Non-voting Members Absent: Ken Sherwood (Co-Chair), Joel Diaz, Art Sandford, Gail Warner

Guests:

Meeting Date: **04/27/2016** Approval of Minutes from: **04/13/2016** 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	S. Davis called the meeting to order at 2: 10 p.m. and declared a quorum present. The following proxies were announced: Armine Derdarian for Robert Cabral and Chris Mainzer for Mati Sanchez.
II.	Adoption of Agenda	I, AT	Additions/Changes to the Agenda: none. C. Mainzer moved to approve the agenda as presented, A. Melidonis seconded, and the motion passed. Yes: S. Davis (Co-Chair), T. Bonham, A. Derdarian, A. Edwards, A. Lynch, C. Mainzer, A. Melidonis, P. Mendez, R. Morris, M. Pinto-Casillas, C. Tafoya, C. Yang
III.	Approval of Minutes	I, AT	Corrections to the April 13, 2016 Minutes: none. C. Yang moved to approve the April 13, 2016 minutes as presented, T. Bonham seconded, and

			<p>the motion passed. Yes: S. Davis (Co-Chair), T. Bonham, A. Derdarian, A. Edwards, A. Lynch, C. Mainzer, A. Melidonis, P. Mendez, R. Morris, M. Pinto-Casillas, C. Tafoya, C. Yang</p>
IV.	Second Reading	I, AT	<p><u>Liberal Studies</u> HIST R199, IDS R199</p> <p><u>Math/Science/Health/PE/Athletics</u> PE R198A AS in Physics</p> <p>P. Mendez moved to approve the Second Reading item as presented, A. Lynch seconded, and the motion passed. Yes: S. Davis (Co-Chair), T. Bonham, A. Derdarian, A. Edwards, A. Lynch, C. Mainzer, A. Melidonis, P. Mendez, R. Morris, M. Pinto-Casillas, C. Tafoya, C. Yang</p>
V.	First Reading	I	None
VI.	Consent Items	I, AT	<p>A. Blanket Substitution Process for Courses within Programs</p> <p>T. Bonham moved to approve the Consent Items, C. Mainzer seconded, and the motion passed. Yes: S. Davis (Co-Chair), T. Bonham, A. Derdarian, A. Edwards, A. Lynch, C. Mainzer, A. Melidonis, P. Mendez, R. Morris, M. Pinto-Casillas, C. Tafoya, C. Yang</p>
VII.	Distance Learning Approval	I	None
VIII.	Requisite Approval	I	None
IX.	Deletions	I, AT	<p>MST R175</p> <p>C. Mainzer moved to approve the Deletion item, A. Dedarian seconded, and the motion passed. Yes: S. Davis (Co-Chair), T. Bonham, A. Derdarian, A. Edwards, A. Lynch, C. Mainzer, A. Melidonis, P. Mendez, R. Morris, M. Pinto-Casillas, C. Tafoya, C. Yang</p>
X.	Suspensions	I	None
XI.	General Education Approval	I, AT	A. HIST R124 - Sports in American History for Area F Gender/Ethnic Studies

			<p>B. New Policy: Honors versions of existing courses already approved for GE to be automatically approved for same GE category</p> <p>R. Morris moved to approve the General Education items, A. Melidonis seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), T. Bonham, A. Derdarian, A. Edwards, A. Lynch, C. Mainzer, A. Melidonis, P. Mendez, R. Morris, M. Pinto-Casillas, C. Tafoya, C. Yang</p>
	INFORMATION/DISCUSSION		
XII.	Curriculum Committee Training – Understanding How General Education Works at Oxnard College: The patterns available, double counting, how GE factors into time to degree	I, D, AN	<p>S. Davis presented “Understanding how General Education Works at Oxnard College” and explained the General Education (GE) paths available, which include Oxnard College/VCCCD local patterns, CSU GE-Breadth, IGETC, how these compare with Title 5 GE requirements, how double-counting between majors and GE works, and how high unit courses within GE when combined with both high unit CTE majors and transitional math and English courses means that many students are graduating with 70-90 units for their AA/AS. Shannon stressed that the presentation was providing information so that faculty can consider the implications of adding new courses to higher unit majors and could bring this information to their advisory groups.</p> <p>*Shannon fielded various questions and will distribute the presentation via email to all Curriculum Committee members. There were suggestions to present this information at the Department Chair Meeting and consider providing a presentation for Flex Day for the fall 2016-17 semester.</p>
XIII.	CurricUNET Discussion/Updates	I	None
XIV.	Articulation report	I, D	<p>A. CSU GE-Breadth/IGETC Submission Results for 2016: S. Davis provided a GE Review Decision Report and discussion ensued regarding the details of the report.</p> <p>B. Summary of Curricular Changes 2015-16: S. Davis provided a handout detailing the summary of curricular changes from 2015-16 to courses effective fall 2016. Shannon also provided a handout of the summary of program additions and revisions from the 2015-16</p>

			curriculum cycle and a handout detailing the Curriculum Committee accomplishments for 2015-16 with local GE approvals.
XV.	High School Articulation report	I	Marcelo Cabral was not in attendance for this report.
XVI.	Distance Education Committee report	I, D, AN	<p>The Distance Education Handbook was presented as a first reading item. Discussion and suggestions included the following:</p> <ul style="list-style-type: none"> • D2L language will require updating when Oxnard College moves to the new Canvas learning management system. • There was discussion regarding the references to Professional Development in relation to Distance Ed and if they are appropriate. • There was a concern regarding the links in the Handbook as they tend to change over time and suggested bullet points instead of links in the Handbook. • On page 3, second paragraph, refresher training is a concern and was discussed. • Communications Expectations area was also a concern regarding 3 days for responses; 24 hours seems more appropriate. • There is no reference regarding 508 compliance and faculty must understand classes must be accessible. • There should be live interaction with students and should not be an “electronic touch.” <p>*C. Mainzer will return to the DE Committee with these comments for further review and clarification.</p>
XVII.	General Education Committee report	I	None
XVIII	LOT Committee report	I, D	The LOT Committee met on April 19, 2016. C. Mainzer provided a report regarding SLO assessment distribution, which will be handled by Janet Dawald. The master assessment schedule is almost complete and all programs in the catalog are now current with PSLOs.

XIX.	DTRW-I Committee report	I	The DTRW-I Committee met on April 14, 2016. There are no First Reading items on this agenda that require DTRW-I review. DTRW-I won't meet again until fall semester.
XX.	New Business	I	None
XXI.	Public Comment	I	None
XXII.	Adjournment	I, AT	S. Davis adjourned the meeting at 3:40 pm.
XXIII.	Final meeting	I	The final Curriculum Committee meeting of 2015-16 is on May 11, 2016 at 2:00 pm.