

DISTRICT CURRICULUM COMMITTEE MINUTES

February 26, 2009 3:30PM
Spruce Street Conference Room 307

Dina Humble chaired the meeting.

Members Present:

Moreno Valley:

Chris Rocco..... College Curriculum Committee Chair

Norco:

Dina Humble..... College Curriculum Committee Chair

Riverside:

Chip Herzig (for Les Dean)..... College Curriculum Committee Chair

Members Absent:

Moreno Valley

None

Norco

None

Riverside

Les Dean

Guests: None.

A. MSC Rocco/Herzig (unanimous) to accept the agenda for today's meeting. MSC Rocco/Herzig (unanimous) to approve the minutes of the December 10, 2008 curriculum meeting.

B. College Committee Updates:

Riverside (Chip Herzig) – Discussed what constitutes a minor curriculum change. The college has prepared a proposal that it will present at today's Curriculum meeting.

Moreno Valley (Chris Rocco) – Reviewed the proposed Program Learning Outcomes. Some need re-working and have been sent back for editing. The District has about 2 weeks to finalize the outcomes due to the catalogue print deadline.

Norco (Dina Humble) – Several courses were officially deleted from the Norco inventory at the recommendation of Sylvia Thomas; these consisted mostly of GIS, CON and MAN courses. The departments are currently working on deleting the impacted certificates. The Norco committee also reviewed the Program Learning Outcomes. In addition, there was discussion regarding SCE courses; Norco does not want them associated with their college.

C. Curriculum Process Update: Chip Herzig discussed the workflow for programs. The workflow within CurricUNET can't accommodate the way we currently handle programs. The committee has decided on a modified workflow that comes in at Phase B of the program approval process. Chip Herzig will make the change within CurricUNET.

D. CurricUNET Update: There are questions regarding the definition of General Education – what courses are classified as GE? Dina Humble will contact Debbie DiThomas and Sylvia Thomas for further information on the criteria for establishing a GE course. The committee discussed TOPs codes on course proposals – who is responsible for entering this information into CurricUNET? It was decided that the originator would have a field on the cover page for the suggested TOP code. Toni

Van Buhler will review the suggested code and correct it if necessary once the course proposal has been approved.

- E. Areas of Emphasis – The group discussed how to add new courses into existing Areas of Emphasis; what should the process be? There is some confusion as to what the charge is of the Academic Standards Committee – the committee is seeking clarification as to who is charged with creating a mechanism for the inclusion of courses into AoEs.
- F. ILA-800 – The TBA 96/97 practicum labs are no longer legal and will eventually be phased out. ILA-800 is the proposed solution. The course is multi-disciplinary; each discipline that “wants to play” contributes. Assignments for ILA-800 are specific and do not include homework. An instructor for that discipline is present in the lab at specific times to assist the student with assignments.
- G. Honors Courses – Honors courses as prerequisites or co-requisites were overlooked during the initial implementation. The committee agrees that an honors course is the same as the non-honors course when it is a prerequisite or co-requisite. Toni Van Buhler will contact Information Systems for a complete list of honors courses and will update the course requisite screens.

Meeting Adjourned: 4:40PM
Administrative Co-Chair: Sylvia Thomas
Secretary: Toni Van Buhler