

## DISTRICT CURRICULUM COMMITTEE MINUTES

March 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:

Les Dean..... College Curriculum Committee Chair

### Members Absent:

#### Moreno Valley

None

#### Norco

None

#### Riverside

None

**Guests:** Chip Herzig

A. MSC Rocco/Dean (unanimous) to accept the agenda for today's meeting. MSC Rocco/Dean (unanimous) to approve the minutes of the March 12, 2009 curriculum meeting.

B. College Committee Updates:

Riverside (Les Dean) – The Riverside committee approved the minor course modification process. They also reviewed the Areas of Emphasis and program learning outcomes. Riverside voted to approve adding Computer Science (CSC) to their approved discipline inventory. The CIS discipline is working in conjunction with CAL Poly Pomona and CAL State SB to develop courses that will be accepted as 1<sup>st</sup> 2-year courses at these 4-year institutions, enabling students to transfer as juniors.

Once again, the Tech Review committee was a topic of discussion. Some individuals perceive the TR as an oppressive and restrictive body, and have suggested that each college should have their own TR committee. Riverside will review the TR guidelines/checklist and return with feedback to the committee.

Moreno Valley (Chris Rocco) – The Moreno Valley committee discussed the TR guidelines/check-list, and expressed approval. They recommended incorporating a validation grid and a statement about TR being a standing committee of District Curriculum. The committee also reviewed the AoEs, but did not feel satisfied with the program level outcomes and will revisit them in the future before the next deadline comes around again. Moreno Valley reviewed the minor course modification process, but did not vote on it.

Moreno Valley voted to approve ART-19 and will add it to their course inventory. ART-19 is now in the course inventory of all three colleges and is a district course.

Norco (Dina Humble) – Norco reviewed and approved the AoE program learning outcomes, and also approved the minor course modification process. They also reviewed the TR guidelines/checklist and liked it.

- C. Curriculum Process Update: The default grade scheme issue is still up in the air. The question is if the default grade scheme should be letter-grade only. Chip Herzig emailed Stephanie Lowe at the chancellor's office but hasn't heard back yet from her. Since this is connected to Title 5, we want to be sure we are in compliance.
- D. CurricUNET Update: The minor course modification workflow is built, but has not yet been finalized. It is expected to be fully implemented by spring break. Disciplines that are currently undergoing program review have been advised to wait until the minor course modification workflow is live before revising their CORs in order to minimize curriculum traffic.
- E. Technical Review Committee Guidelines: Once Riverside has had an opportunity to review the guidelines/checklist and provide the TR committee with their recommendations, the document will be finalized and forwarded to the District Academic Senate for approval. The guidelines/checklist is an information item only for the colleges – it is not voted on by the colleges.
- F. Areas of Emphasis: All 3 colleges have reviewed the AoEs and program learning outcomes. There is some concern that there may be discrepancies between what was submitted and what appears in the catalog. The 3 curriculum chairs will go back to their colleges and get specific details, but have only 1 week due to the catalog deadline.
- G. Minor Course Modification Process: All 3 colleges have expressed their support of the minor modification process but Moreno Valley has not yet officially voted to approve it. Once approved by the colleges, it will be forwarded to the District Academic Senate for approval.
- H. New Discipline Approval Process: The Curriculum Committee took one last look at the steps for adding and approving new disciplines:
  - 1. Discipline (must have sound rationale for introduction of new discipline & the discipline must be on the state-approved list of disciplines);
  - 2. Department;
  - 3. College Curriculum Committee for vote;
  - 4. District Curriculum (as info item);

It was decided that step 4 wasn't appropriate. MSC Rocco/Dean (unanimous) to delete step 4 (District Curriculum info item) from the process. The process will now be forwarded to the 3 colleges for review. Once finalized, it will be sent to the District Academic Senate for approval.

Meeting Adjourned: 4:50PM  
Secretary: Toni Van Buhler