

DISTRICT CURRICULUM COMMITTEE MINUTES

March 12, 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 February 26, 2009 curriculum meeting.

B. College Committee Updates:

Riverside (Chip Herzig) – Riverside approved course revisions to EAR-53 and NRN-2. The committee also approved the deletion of JOU-45 as well as the certificate revisions to Relational Database Management Technology and Systems Development. The Minor Course Modification process was discussed and modified slightly to include department approval as an optional step for some disciplines such as CUL or COS as they don't really reside in a department.

Moreno Valley (Chris Rocco) – Moreno Valley approved the course revision to EAR-53. The committee also approved the deletion of FIT-S1D, FIT-S18 and JOU-45, as well as the certificate revisions to Relational Database Management Technology and Systems Development. The committee talked briefly about minor course changes, and went over all the elements on within the COR that need to be "touched" when updating a course outline.

Norco (Dina Humble) – Norco approved the course revision to EAR-53. The committee also approved the deletion of JOU-45 as well as the certificate revision to Systems Development. The committee also approved the deletion of two certificates for their inventory: Materials and Operations Management and Manufacturing Management. Norco does not wish to offer the Relational Database Management Technology certificate but tabled the vote pending discussion regarding shared curriculum and questions the committee had if 1 college approves a curriculum proposal but the other 2 do not. A large portion of the meeting was devoted to discussion of the Tech Review committee and its role.

C. Curriculum Process Update: Chip Herzig outlined a proposal for minor course modifications. There are two options: one is to gray-out the COR elements that won't be used in the minor course modification process. The other is to simply not show those elements at all. The committee felt it would be frustrating to the originator to not be able to access grayed-out fields and recommended to not show those fields in the minor course modification process. The Minor Course Modification process is scheduled to be implemented in CurricUNET after spring break. MSC Herzig/Rocco to designate changes to following categories as "minor course modifications". These will be the only categories displayed in the Minor Course Revision process:

- Methods of Instruction
- Methods of Evaluation
- Assignments
- Materials/Resources
- Library
- Files (transfer and upload)
- General Education designation

The workflow will follow the following pathway: 1. Discipline; 2. Department (if needed); 3. Tech Review; 4. Academic Affairs (Implementation).

D. Tech Review: Several members of the college community are expressing displeasure with the perceived role of the Tech Review committee. Dina Humble stated that she feels that we need to make a stronger effort to make it clear that the Tech Review committee is a recommending body, not an approving body. The Tech Review committee's role is to provide assistance in developing sound course outlines of record and to ensure that each COR complies with Title 5. The TR committee has a guidelines proposal which will be expanded and revamped for eventual use in the district. Included in the document/checklist will be a brief description of Tech Review's role.

E. Program Approval: Title 5 has changed the pathway somewhat for program approval. Historically there have been 2 paths: The first is for locally-approved certificates which are generally between 4-17 units. The other was for state-approved certificates which are 18 units or more. Now a certificate can be a state-approved certificate (Certificate of Achievement) if it is less than 18 units if the college so chooses. These certificates must be approved by the Chancellor's office, with no "grandfathering" for existing certificates that are converted.

F. Areas of Emphasis: The revised Areas of Emphasis will go to Tech Review on Thursday for a final review. The PLO's will go into the catalogue as they are written. The committee also discussed the process for AoE new course inclusions. The committee will recommend to the Academic Senate that the process will follow this approval path: 1. the disciplines within the A o E; 2. Tech Review; 3. College Curriculum Committees; 4. District Curriculum Committee. The committee would also like to see the Senate appoint official AoE representatives.

G. Outside Assignments: The representatives need to get the word out that outside assignments are now required on all CORs per Title 5. Chip Herzig will also include this topic and the minor modification process in the next CU newsletter.

H. ILA-800: At least 13 disciplines have been involved in the development of this course. The course will be launched now to be effective by summer. The course will go to the discipline facilitators not everyone within all the disciplines involved.

I. New Discipline Approval Process: While the Academic Senate did not discuss this topic at their recent meeting, the committee would like to establish a new discipline approval process. MSC Herzig/Rocco to forward the following New Discipline Approval Process to the colleges for discussion and recommendations. The proposal would then be forwarded the Academic Senate:

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);

Meeting Adjourned: 5:30PM
Administrative Co-Chair: Sylvia Thomas
Secretary: Toni Van Buhler