
LOS RIOS COMMUNITY COLLEGE DISTRICT

District Curriculum Coordinating Committee

Main Conference Room

May 1, 2015

2:30 p.m. to 4:30 p.m.

Approved Minutes

Attendees:

ARC: Kirsten Corbin (DCCC Chair), Julie Chung, Rina Roy, Marie Schirmer, Bill Simpson

CRC: Lynn Fowler (AO), Judy Beachler, Jamey Nye, Amanda Paskey, Lee Weathers

FLC: Monica Pactol, Eric Wada, Debi Worth

SCC: Lonnie Larson, Dyan Pease, Richard Yang

DAS: Kale Braden

1. Call to Order
2. Recorder for meetings
 - August: ARC
 - September: CRC
 - October: FLC
 - November: SCC
3. Approval of Agenda
4. Approval of Minutes: March 27 meeting. Approved by Consensus
5. Announcements/Updates
 - a. New members: Judy Beachler interim AVP at CRC; Rina Roy, Dean of Science and Engineering at ARC
 - b. Guests from Math Competency Committee: Lele Trieu, Ron Breitenbach
6. Competency Committee Report:

Kale: The DAS appointment process has been chaotic so a new process was implemented this year using Google docs. The lists got shuffled accidentally and so it was unclear who was on the committees. There's also been difficulty getting sufficient members and sometimes the wrong people were appointed.

Lynn: Perhaps a minimum number of members could be decided on by the committees and whether discipline experts are needed for particular courses.

Kale: We need to define what is a quorum and we need a structure for revising charges for these committees. There's been an over reliance on counselors on these various assessment committees. Sue's office and the DAS need to work together on this.

Jamey: It's good to have neutral third parties on the committees since discipline competency experts may have a vested interest in denying competency to courses outside their disciplines.

Kirsten: What's the function and charge of competency committees? The current charges are extremely vague.

- a. Reading Competency (Chair: Shihni Giedd, CRC): None
 - i. SCC PHIL 306 Environmental Philosophy (withdrawn from agenda)
- b. Math Competency (Chair: LeLe Trieu, FLC): Report
 - i. Review of CRC ECON 310 and SCC MATH 121 (DCCC left unclear as to whether these were approved)
 - ii. Update on re-evaluation of all courses that currently meet competency

The Math Competency Committee has historically re-reviewed courses but other competency committees haven't.

Lynn: The only reason math re-reviewed courses was because of the change in level from MATH 100 to MATH 120. It was not a periodic re-review. There's never been a report to DCCC saying "this year we re-reviewed x number of courses." If periodic re-reviewing were to begin there would need to be a very clear process agreed on with the DAS because students could be put in a terrible bind. Students will leave without a degree if their math course satisfies quantitative reasoning GE for transfer but not competency.

Kirsten: We'll do this next year.

Kale: Competency committee chairs need to be identified very early in the year.

Lynn: The last DCCC minutes didn't reflect DCCC decision on CRC's ECON 310. We'd agreed that "conditionally approved" should default to "approved," but now the Math Competency Committee has said they're going to re-review CRC's ECON 310. The Math Competency Committee made some decisions not using a rubric and they need to live with that because these decisions have been published in the catalog. SCC's ECON 310 was approved with the same COR as CRC's.

Kirsten: But SCC's ECON 310 was approved when the committee could use materials other than the COR and now they can't.

Lynn: When we articulate to other institutions we use only the COR. The need to use only the COR was made clear to competency committees in 08.

Kirsten: But the Reading Competency Committee was still confused about this only a couple of years ago and we had to clarify for them.

Kale: The DAS's interest in using only the COR was that decision be made on content rather than pedagogy. Maybe more discussion and training are needed. We didn't want competency committees to ask to see actual homework assignments to make sure the course is being taught in a certain way.

Jamey: We need a stopgap measure to allow people time to get into the COR what used to be in supporting materials, and not take the competency away until they've done this.

Kirsten: We need to provide a warning and give time. The Math Competency Committee is very open to that.

Lynn described how CSU's did this for a re-review of history courses where they gave a one year warning before requesting changes and then a year to make changes after the request was made.

More discussion after the Math Competency Committee representatives arrived:

Kirsten: Next year a wider discussion is needed. Share your understanding of history and importance of regular re-review.

Lele: We should be reviewing on a three-year cycle. That hasn't been happening, although we've been reviewing as requests come in. We need something in writing to charge us with a particular re-review cycle. I understand there's concern about re-review.

Ron: I've been on the committee since 1994. Back when MATH 100 was the competency requirement courses were re-reviewed and they found some courses were at a very low level - really at arithmetic level - and approvals had been granted at some point in the past, maybe the 70's. Courses change over time. There's been a big change now in that we can only look at COR.

Dyan: Do you give developers chance to revise for approval?

Lele: Yes we do that. We give specific feedback.

Lynn: Part of reason for requiring only the COR is to be consistent with CSU and UC articulation.

Ron: But we weren't requiring more, we were just giving them the option to submit more.

Jamey: Allowing more materials is more permissive, which is an advantage. Giving only a semester isn't long enough for the catalog. At least a year would be better.

Judy: Doing it in fall is in time for the catalog but not spring

Kirsten: We need to have a larger conversation with all the competency committees and revise their charges. Until then, the Math Competency Committee plan to re-review in spring is on hold. But you can tell developers to make sure the COR alone demonstrates that the course satisfies the requirements.

Lynn: I agree with the idea of a re-review cycle. Using the regular six-year curriculum cycle would be better.

Ron. We didn't have any real reason to pick three years and we'd be fine with six years. Should we tentatively plan to start in fall 16?

Kirsten: We can't say yet because this needs to be discussed and it's not agreed yet that there will be re-review.

- c. Writing Competency (Chair: Kathy Leland, FLC): No report
 - i. Revising the rubric
 - ii. CRC ENGWR 341 Introduction to Technical and Professional Writing
 - iii. SCC ENGWR 488 Honors College Composition and Research

Kirsten: The Writing Competency Subcommittee had difficulty meeting and reviewing the courses that requested competency, in part due to the confusion about committee membership and quorums. She apologized for not following up more with the chair of the committee to move along the requests for review.

7. Curriculum Proposals:

a. Courses/Programs by College

All Courses/Programs are organized by college and listed at the end of this agenda:

ARC Courses: Moved to approve (Lonnie); Seconded (Richard); Passed unanimously. Programs: Moved to approve (Marie); Seconded (Dyan); Passed unanimously

CRC. No items

FLC. Courses: Moved to approve (Lynn); Seconded (Julie); Passed unanimously. Programs: None

SCC. Courses: Moved to approve (Bill); Seconded (Debi); Passed unanimously. Programs: Moved to approve (Lynn); Seconded (Dyan); Passed unanimously

b. Status of Collaboration Requests

Lynn: Because AOs need to submit title changes to ASSIST, it would be helpful for colleges to collaborate to move such courses through in parallel. It would be good to share the publication deadlines/dates for the colleges.

c. Course Designator/Thematic Block Forms

- i. First Reading
 - 1. SCC ETHNS New Designator: Held at first reading for discussion with CRC. There was a suggestion to look at min. quals.
 - 2. ARC IDES Thematic Block
- ii. Second Reading
 - 1. ARC BIOL Thematic Block request: Moved to approve (Lonnie); Seconded (Richard); Passed unanimously

8. DAS Senate Report – 4/7 & 4/21

Kale recommends that the DAS president be the DCCC rep. A fast track option is needed for aligning English prereqs for automatic prereq checking. It's important for English people to agree on prereqs rather than just creating new courses though there's no intent to enforce this. The DAS will be clarifying competency committees' structure.

9. SAG requests/report

- a. Report from May 1 meeting: SAG mostly discussed the new articulation officer screens. The relationship to transfer institutions section will be modified and prior approvals will no longer be overwritten by new requests. CSU and IGETC articulation requests will now be a drop down list for the developer and some of the areas will be combined.

10. Distance Education

- a. DE Course Checklist—follow up from March 27 meeting, which was to share the checklist with DE coordinators and solicit feedback.
DE coordinators has already seen the checklist; no feedback was relayed.
- b. DE Audit – Auditors will be looking for instructor-initiated and regular feedback; it is a quantitative measurement. They are not looking at ADA compliance at the course section level, only at the platform level. This has nothing to do with the DCCC.

11. Title 5 Changes to Repeatability: Music Courses

- a. Update: Meeting Friday, May 8

12. Other

- a. Brown Act and Recording Votes
We do need to follow it and have a record of votes. We can say approval unanimous unless it wasn't. Cannot do email votes.
Kirsten asked for and received the committee's permission to revise the minutes from DCCC meetings this year to reflect the unanimous nature of the committee's votes.
- b. SPORT 90 & Enrollment Limitation (follow up from January meeting)—Moved to August DCCC meeting
- c. Course equivalencies across the District (follow up from January meeting)—Moved to August DCCC meeting
- d. High School Articulation Protocol—Moved to August DCCC meeting

- e. Course number when reviving a deleted course (follow up from May meeting)—
Moved to August DCCC meeting
- f. DANCE Designator for non-activity courses—Moved to August DCCC meeting

13. Tentative Future Meetings:

Fall: 8/28/15, 9/25/15, 10/30/15, 11/20/15

Spring: 1/29/16, 2/26/16, 3/18/16, 4/29/16

Course/Program items for today’s meeting:

(Please note: The Board agenda will be sent out on Wednesday, May 6, so please move all approved curriculum to Board status by Monday, May 4.)

Courses:

ARC	CISC	309	Applied Applications Lab	Deletion
ARC	CISP	315	Introduction to Computer Architecture and Design	Deletion
ARC	CISW	420	Server-side Web Scripting	Deletion
ARC	HEED	352	Stress Management and Health	Deletion
ARC	IDES	354	Reading Construction Documents	Deletion
ARC	MGMT	120	Self-Leadership for Personal Excellence	Deletion
ARC	MGMT	121	Leadership for Personal Excellence in Teams	Deletion
ARC	MGMT	122	Leadership for Personal Excellence in Organizations	Deletion
ARC	MUFHL	480	Honors Introduction to Music	Deletion
ARC	MUIVI	440	Brass Instruction	Deletion
ARC	MUIVI	444	Woodwind Instruction	Deletion
ARC	MUP	345	Wind Ensemble	Deletion
ARC	MUP	410	Woodwind Ensemble	Deletion
ARC	MUP	416	Brass Ensemble	Deletion
ARC	SCSD	1214	Peer Support	Deletion
ARC	ARTPH	302	Black and White Silver Gelatin Photography Lab	New to District
ARC	ARTPH	306	Photography Lab: Digital Editing	New to District
ARC	ARTPH	361	Photography Lab: Studio Lighting	New to District

ARC	CARPT	155	Commercial Concrete	New to District
ARC	DANCE	433	Performance Group: ARCH Dance Company	New to District
ARC	FIRE	1635	Fire Command 2D	New to District
ARC	HLACT	301	Supporting the Mother-Baby Connection: Evidence-Based Practices for Perinatal Care	New to District
ARC	HLACT	302	Fundamentals of Lactation Consultant Assisting	New to District
ARC	HLACT	311	Human Lactation for Lactation Counselors & Educators	New to District
ARC	HLACT	321	Interpreting Baby Behavior	New to District
ARC	HLACT	322	Nutrition and Biochemistry of Human Lactation	New to District
ARC	HLACT	331	Foundations of Lactation Consultant Practice	New to District
ARC	HLACT	342	Managing Complex Problems in Lactation Consultant Practice	New to District
ARC	HLACT	351	Clinical Preceptorship in Lactation Consulting I	New to District
ARC	HLACT	352	Clinical Preceptorship in Lactation Consulting II	New to District
ARC	NUTRI	321	Nutrition and Biochemistry of Human Lactation	New to District
FLC	BUSTEC	120	Skills for Today's Office	Deletion
FLC	BUSTEC	302	Computer-Keyboarding	Deletion
FLC	BUSTEC	304	Computer-Keyboard Speed-and-Accuracy Building	Deletion
FLC	RE	150	Real Estate Economics	Deletion
FLC	SPORT	302	Off Season Conditioning for Baseball	Deletion
FLC	SPORT	353	Pre-Season Conditioning for Soccer	Deletion
FLC	MATH	341	Calculus for Business and Economics	New to College
FLC	SPORT	368	Pre-Season Conditioning for Softball	New to College
FLC	SPORT	403	Pre-Season Conditioning for Volleyball	New to College
FLC	SPORT	405	Volleyball, Intercollegiate-Women	New to College
FLC	SPORT	406	Off Season Conditioning for Volleyball	New to College
FLC	MGMT	316	Management for Nonprofit Organizations	New to District

FLC	TMACT	306	Futsal II	New to District
SCC	TA	407	Children's Theatre	Deletion
SCC	TA	461	Rehearsal and Performance - Drama	Deletion
SCC	TA	462	Rehearsal and Performance - Comedy	Deletion
SCC	TA	463	Rehearsal and Performance - Classical	Deletion
SCC	TA	464	Rehearsal and Performance - Children's Show	Deletion
SCC	TA	465	Rehearsal and Performance - Musical	Deletion
SCC	TA	466	Rehearsal and Performance - Musical Ensemble	Deletion
SCC	TA	477	Fundamentals of Repertory Production	Deletion

Programs:

ARC	Human Lactation	Lactation Consultant	New Program
SCC	Allied Health	Pre-Allied Health and Nursing	New Program
SCC	Allied Health	Pre-Allied Health and Nursing	New Program