

SBVC CURRICULUM COMMITTEE MINUTES

DATE 01-26-09	TIME 2:00 p.m. – 4:00 p.m.	LOCATION HLS 231	MEMBERS Kay Ragan <input checked="" type="checkbox"/> Rebecca Whitfield <input checked="" type="checkbox"/> Achala Chatterjee <input checked="" type="checkbox"/> Haragewen Kinde <input checked="" type="checkbox"/> Scott Rippey <input type="checkbox"/> Diane Hunter <input checked="" type="checkbox"/> Corrina Aleman (<i>excused</i>) <input type="checkbox"/> Cindy Parish <input checked="" type="checkbox"/> Patti Wall <input checked="" type="checkbox"/> Nicole Williams <input checked="" type="checkbox"/> Queen Hamilton <input type="checkbox"/> Reginald Metu <input checked="" type="checkbox"/> Kathy Adams <input checked="" type="checkbox"/> Mandy Batalo <input checked="" type="checkbox"/> Dan Clauss <input type="checkbox"/> Glenn Drewes <input checked="" type="checkbox"/> J D Dulgeroff <input type="checkbox"/> Jesse Galaviz <input type="checkbox"/> Leticia Hector <input checked="" type="checkbox"/> Dennis Jackson <input checked="" type="checkbox"/> Pat Meech <input type="checkbox"/> Allen Moore <input checked="" type="checkbox"/> Denise Knight <input checked="" type="checkbox"/> Abier Kasouha <input checked="" type="checkbox"/> Mary Lou Vasquez <input checked="" type="checkbox"/> STUDENT: Brandy Foutch <input checked="" type="checkbox"/>
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DISCUSSION TOPICS

1. Call to order: 2:05
2. Approval of Minutes: 12/08/08 APPROVED
3. Old Business:
 - a. Submission of Degree/Certificate/Course
 - i. Do we want curriculum from one department, e.g. Spanish, all submitted at the same time? Do we want degrees/certificates and courses submitted together? Should this be added to the Curriculum handbook? **The committee discussed this issue again and there was little change. The committee still feels that courses should be submitted together when they follow in a sequence and one course is a pre-requisite for another. In terms of degrees/certificates it is the responsibility of the department submitting the degree/certificate to verify that all the courses in the submission are current and in the CurricUNET format prior to submitting the degree/certificate. The committee felt that wording to that effect should be included in the handbook. It was agreed that members of the committee would bring suggestions for the wording back to the committee and this would be discussed at the time we talk about the Curriculum Handbook.** (open)
 - b. Curriculum Handbook
 - i. Committee members were asked to look at portions of the current handbook and make suggestions for changes as needed. These suggestions should be completed by the end of March. Discussion of the proposed changes will follow and the new handbook will then be ready for publication at the end of the Spring 2009 semester. (Rebecca/Achala; open)
 - c. Work Experience
 - i. A brief discussion about Work Experience Courses and their numbering...098/198 came up during the review of the Child Development courses. Queen Hamilton said that some of the CTE certificates transfer to four-year colleges, although individual courses within the certificate do not transfer. For that transfer to occur, the work experience courses should be numbered 198. Most of the career tech programs do not have certificates that transfer, so the question was how to number these work experience courses. This issue will need further discussion by the committee. **Discussion about the Work Experience Courses and their numbering took place. The committee felt that if a work experience course was numbered 198 the department submitting this course should investigate and verify that the course would articulate as major preparation. Dr. Hamilton was not able to attend the meeting thus action on this item was postponed until she could discuss her perspective and concerns.** Rebecca/Achala: open)
4. New Business:
 - a. Approval of Non-Credit Courses in CurricUNET – We must develop and agree on the approval process for non-credit courses ASAP. Several faculty members would like to submit and offer these courses. **A presentation about Non-credit courses and the necessary criteria for these courses and there COR took place. The committee discussed the COR and it was decided that our current COR outline in CurricUNET would work for these courses. Members also talked about having a checklist for these courses similar to the checklist we use for credit course that would outline what is needed and what is not needed for non-credit courses. Governet has been contacted about some minor additions we would need for these submissions and they will be able to make those changes for us. This item will also be reviewed when the Handbook is prepared.** (Achala/Rebecca open)
 - b. Curriculum Presentations:
 - i. Consent Agenda/*Items to remove from the agenda for discussion
 1. BIOL 201 APPROVED
 2. POLIT 100, 138, 139 – APPROVED
 - ii. Non-Consent Agenda
 - iii. Stand – Alone Agenda
 1. DIESEL 020 – APPROVED
 2. WST 045, 048, 081, 082 – APPROVED
 - c. Other items: Items in the Curriculum Approval Queue
 1. CS 120 – An e-mail was sent to the Division Dean and Department Chair on 1-14-09 asking them if they would submit the needed documentation by the end of February. Dr. Stanskas has requested that the course be sent back until they can obtain the needed documentation. They will re-launch the course at that time.
 2. FSC and WST courses will be reviewed after all the courses have been moved from Tech Review.
5. Next Meeting: **Feb 9,2009**
6. Adjournment: 3:40

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NEW COURSE

COURSE ID	RESULT	NOTES	EFF DATE	INFO ONLY
WST 081	APPROVED		FA10	
WST 082	APPROVED		FA10	

MODIFY COURSE

COURSE ID	RESULT	NOTES	EFF DATE	INFO ONLY
BIOL 201	APPROVED	DEPT AWAITING CORRESPONDENCE FROM RIVERSIDE RE ARTICULATION DEPT BROUGHT TO THE ATTN OF COMMITTEE: COURSE OUTLINE OF RECORD 2004 SHOWS PREREQ/COREQ CATALOG ONLY DISPLAYS PREREQ SCHEDULE CORRECT WITH DISPLAY OF PREREQ/COREQ	FA10	
CS 120	HOLD	Committee requests catalog documentation/email from CSU. Department to discuss prereq/equate with CHC. Update from Rebecca: The department was reminded verbally on 9/29/08 and 11/14/08 that the committee is awaiting documentation.		
DIESEL 020	APPROVED		FA10	
FCS 160	HOLD	DEPT DOES NOT WANT TO DELETE COURSES. FCS COURSES APPROVED BY STATE HEALTH DEPT THROUGH 2011. CAN GO THROUGH APPLICATION PROCESS TO CHANGE TO CULINARY ARTS IN 2011.		
FCS 161	HOLD	DEPT DOES NOT WANT TO DELETE COURSES. FCS COURSES APPROVED BY STATE HEALTH DEPT THROUGH 2011. CAN GO THROUGH APPLICATION PROCESS TO CHANGE TO CULINARY ARTS IN 2011.		
FCS 225	HOLD	200 LEVEL. THESE DO NOT TRANSFER – CHANGE TO 100 LEVEL. DEPT WILL CHECK FOR TWO STATE INSTITUTIONS THAT WILL ACCEPT.		
FCS 235	HOLD	200 LEVEL. THESE DO NOT TRANSFER – CHANGE TO 100 LEVEL. DEPT WILL CHECK FOR TWO STATE INSTITUTIONS THAT WILL ACCEPT.		
FCS 240	HOLD	200 LEVEL. THESE DO NOT TRANSFER – CHANGE TO 100 LEVEL. DEPT WILL CHECK FOR TWO STATE INSTITUTIONS THAT WILL ACCEPT.		
POLIT 100	APPROVED		FA10	
POLIT 138	APPROVED		FA10	
POLIT 139	APPROVED		FA10	
WST 045	APPROVED	WST 045 (WST 145)	FA10	
WST 048	APPROVED	WST 048 (WST 144)	FA10	
WST 061	POSTPONED	WST 061 (WST 140)		
WST 062	POSTPONED	WST 062 (WST 141)		
WST 071	POSTPONED	WST 071 (WST 142)		