SBVC CURRICULUM COMMITTEE MINUTES

DATE	TIME	LOCATION	MEMBERS
04-18-11	2:00 p.m. – 4:00 p.m.	**PS 141**	Larry Buckley ⊠ Achala Chatterjee ⊠ Cindy Parish ⊠ Leticia Hector ☐ Kay Ragan ⊠ Nicole Williams ⊠ Corrina Baber ☐ Kathy Adams ⊠ Glenn Drewes ⊠ J D Dulgeroff ☐ Dennis Jackson ⊠ Mary Lou Vasquez ☐ Manuel Loera ☐ Lydia Barajas-Zapata ⊠ Dirkson Lee ⊠ Virginia Evans-Perry ⊠ Janet Courts ☐ Lorrie Burnham ☐ John Banola ⊠ Daniel Hook ☐ Denise McCrary ⊠ Haragewen Kinde ☐ **GUESTS** Romana Pires ⊠ Mandy Batalo ⊠ Teri Strong ⊠ Joel Lamore ⊠

DISCUSSION TOPICS

CURRICULUM HANDBOOK – Achala invited the committee to send her suggestions for updates to the handbook. By the end of the semester, Achala will give a marked up copy to Nicole so that the handbook can be updated over the summer break.

ACTIVE COURSES – Currently there are many courses in the Curricunet with duplicate "active" versions. These versions are approved by the board on different dates are very confusing as it is hard to determine which version is the latest and the current version of the Course Outline of Record. There should be only one "Active" version of courses. The duplicate versions were created when only "DE" proposal was proposed by the originator and approved by the committee. The committee recommended that the Office of Instruction combine the two "Active" versions of courses into one so that there is only one latest version of the "Active "course. The committee also recommended that the instruction office to get Curricunet updated to delete the DE only options so that this problem does not occur in the future.

PENDING COURSES - Many course updates and new proposals have been started in the Curricunet, but not completed, sometimes for as long as 5 years. Some of the originators of these courses have retired or moved on to new jobs. These incomplete courses clutter up the Curricunet. When new software updates are implemented, the courses created under very old versions of Curricunet create unexpected glitches in the approval cycle. The committee recommended that if the originator does not shepherd the course through the entire approval cycle in two years then the course should be deleted. Larry Buckley suggested that a form letter be created to allow Instruction Office staff to delete the courses. Kay Ragan recommended that the Deans need to discuss the process to be followed to delete these incomplete proposals at the upcoming IO cabinet meeting.

AC:nw

The attached listing of proposals initiated but still pending include the following disciplines:
ARCH
ART
CHEM
CIT
CRMJUS
CS
PE
POLICE
THART

MODIFY COURSE

COURSE ID	RESULT	NOTES	EFF DATE	INFO ONLY
ART 102	**APPROVED**		FA12	
ART 103	**APPROVED**		FA12	
ART 107	**APPROVED**		FA12	
ART 108	**APPROVED**		FA12	
ART 120	**APPROVED**		FA12	
ART 148	**APPROVED**		FA12	
ART 149	**APPROVED**		FA12	

ART 161	APPROVED		FA12	
BIOL 100	APPROVED		FA12	
BIOL 140	APPROVED		FA12	
ENGL 125X2	APPROVED		FA12	
MATH 250	APPROVED		FA11	
MATH 251	APPROVED		FA11	
MATH 252	APPROVED		FA11	
MATH 265	APPROVED		FA11	
MATH 266	APPROVED		FA11	
READ 015	APPROVED		FA12	

DISTRIBUTED EDUCATION				
COURSE ID	RESULT	NOTES	EFF DATE	INFO ONLY
ART 102	APPROVED		FA12	
ART 103	APPROVED		FA12	
ART 107	APPROVED		FA12	
ART 108	APPROVED		FA12	
BIOL 100	APPROVED	HYBRID	FA12	
BIOL 140	APPROVED		FA12	
READ 015	APPROVED		FA12	

NEW DEGREE				
DEGREE	RESULT	NOTES	EFF DATE	INFO ONLY
TRANSFER DEGREE SOCIOLOGY	APPROVED		FA11	

MODIFY DEGREE				
DEGREE	RESULT	NOTES	EFF DATE	INFO ONLY
TRANSFER DEGREE MATHEMATICS	APPROVED		FA11	