

# CURRICULUM, GENERAL EDUCATION AND ACADEMIC POLICIES AND PROCEDURES COMMITTEE

Minutes of September 15, 2020

CO-CHAIRS:  Cindy Morrin,  Pat Setzer  
MEMBERS:  Annalinda Arroyo  Fabienne Bouton,  Guillermo Colls,  Jane Gazale,  Scott Herrin,  Tacey Hosley,  
 Tania Jabour,  Kristin McGregor,  Alicia Munoz,  Marissa Salazar,  Robert Stafford,  Kristin Zink  
EX-OFFICIO:  Nicole Jones,  Pam Kersey,  Larry McLemore,  Patrick Thiss,  Miriam Simpson  
RECORDER: Julie Kahler / MINUTES: Julie Kahler  
GUESTS: Pat Newman, Robert Anness, Rob Wojtkowski, Taylor Smith, Josue Franco

APPROVAL OF MINUTES of September 1, 2020: *Stafford/Bouton* to approve: 12 Yes, 0 No, 0 Abstentions.

ACTION ITEMS: Adoption of the Consent Calendar:

- ♦ **ANTH 120, 130, 140, 150:** Emergency Remote Teaching
- ♦ **ART 224, 225:** Emergency Remote Teaching
- ♦ **ASL 125, 126, 130, 220, 221:** Emergency Remote Teaching
- ♦ **ASTR 112:** Emergency Remote Teaching
- ♦ **AUTO 100, 123, 141, 142, 180:** Emergency Remote Teaching
- ♦ **CADD 125:** Modification
- ♦ **ENGL 202:** Modification, SLOs
- ♦ **ENGR 125:** Modification
- ♦ **ESL 1A, 1B, 2A, 2B:** Emergency Remote Teaching  
**ESL 1AG, 1BG, 2AG, 2BG:** Emergency Remote Teaching  
**ESL 010, 020:** Emergency Remote Teaching  
**ESL 050, 050G:** Emergency Remote Teaching
- ♦ **ET 110:** Emergency Remote Teaching
- ♦ **GD 115, 129, 210, 211, 212, 225, 230:** Emergency Remote Teaching
- ♦ **MATH 020, 076, 078, 120, 125, 126, 170, 178, 280, 281, 285:** Emergency Remote Teaching
- ♦ **OH 102, 105, 116, 117, 118, 120, 121, 130, 140, 170, 174, 180, 225, 235, 250, 255, 260, 263, 265, 275:** Emergency  
**OH 171, 172, 173, 175:** Deactivations
- ♦ **PDSS 096:** Emergency Remote Teaching
- ♦ **POSC 165:** Course Addition, Assign to Discipline, Cultural Diversity Graduation Requirement, Distance Learning, GE (Area D), SLOs

Pulled from the consent calendar for review and separate vote:

POSC 165: Course Addition, Assign to Discipline, Cultural Diversity Graduation Requirement, Distance Learning, GE (Area D), SLOs

*Hosley/Stafford* to approve consent calendar: 13 Yes, 0 No, 0 Abstentions.

**POSC 165:** Course Addition

*Munoz/Jabour* to approve: 13 Yes, 0 No, 0 Abstentions.

**POSC 165:** GE (Area D)

*Hosley/Zink* to approve: 13 Yes, 0 No, 0 Abstentions.

**POSC 165:** Cultural Diversity Graduation Requirement (Rubric)

The rubric for the cultural diversity graduation requirement approval was reviewed. The process was also discussed. With discussion, it was decided the rubric will be filled out in advance by Tech Review. The rubric will be posted with the documents for the curriculum committee. The committee will review and make comments at the meeting. A separate vote will be made for the Cultural Diversity Graduation Requirement when the course comes forward to the consent calendar, as the committee did today, September 15.

*Munoz/Zink* to approve: 13 Yes, 0 No, 0 Abstentions

**POSC 165:** Distance Learning

*Zink/Bouton* to approve consent calendar: 13 Yes, 0 No, 0 Abstentions.

INFORMATION ITEMS:

- ♦ **BIO 115, 122, 134, 135, 140, 141, 141L, 152, 215, 230, 240:** Emergency Remote Teaching  
Fabienne Bouton reviewed the courses that are coming forward for emergency remote teaching. These courses have been identified by the department to be taught as synchronous. Reviewed and forwarded for action.

- ♦ **BUS 124, 162:** Distance Learning  
**BUS 161:** Review  
Pat Newman reviewed the Business courses. BUS 124 and 162 are going forward for Distance Learning. BUS 161 is up for the five-year review. Reviewed and forwarded for action.
- ♦ **CD 129:** Review  
Kristin Zink reviewed CD 129. The course is up for the five-year curriculum review. The textbook has been updated, and all else is okay with the course outline. Reviewed and forwarded for action.
- ♦ **CHEM 020:** Review, SLOs  
**CHEM 232:** Review  
Robert Anness reviewed the Chemistry courses. Laurie LeBlanc taught CHEM 020 in the past. Due to low enrollment, CHEM 020 has not been offered recently. Robert is updating both course outlines for the five-year review cycle, updating textbooks and SLOs. Reviewed and forwarded for action.
- ♦ **ES 249:** Review  
Rob Wojtkowski reviewed the ES 249 course. The course is for off-season conditioning. The 175/350 rule was discussed in that the conditioning courses are part of the count. This course is up for the five-year curriculum review cycle. Reviewed and forwarded for action.
- ♦ **MUS 110, 170, 171, 270, 271:** Review  
Taylor Smith reviewed the Music courses. These are all up for the five-year curriculum review cycle. Taylor asked for an example of a non-credit course outline. Julie Kahler will email the one non-credit course outline to Taylor after the meeting. Reviewed and forwarded for action.
- ♦ **PARA 140:** Modification, Distance Learning, SLOs  
**PARA 110, 132, 135:** Emergency Remote Teaching  
**PARA 250:** Review  
Pat Newman reviewed the Paralegal courses. PARA 140 is a three-unit course, being broken down into one unit. Paralegal Studies has already done this with a few of the other electives in the program. Emergency remote teaching courses were reviewed. PARA 250 is up for the five-year review. Reviewed and forwarded for action.
- ♦ **RE 250:** Review  
Pat Newman reviewed RE 250 that is up for the five-year review. Reviewed and forwarded for action.
- ♦ **SCI 100:** Emergency Remote Teaching  
Fabienne Bouton reviewed SCI 100 for the department. This proposal is to offer SCI 100 in the ERT format. SLO #6 will be discussed with the department chair in regards to developing an e-portfolio. Reaching out to the department chair will not hold up the ERT approval. Reviewed and forwarded for action.

## OTHER:

- ♦ Charge of Committee: Cindy Morrin reviewed the Charge and Composition
- ♦ Goals for the Curriculum Year
  - Investigate ways to increase the active engagement of curriculum committee members
  - Curriculum Software Management System
  - Revise forms in cooperation with Grossmont College
  - Work with Grossmont College to align General Education
  - Explore ways to support DEI through Curriculum
  - Develop curriculum guidebook for faculty
  - Successful SLO assessment to be incorporated into the Five-Year Curriculum Review Cycle
- ♦ Dates:
  - The deadline date to turn in curriculum to be approved for the November Governing Board Packet is Thursday, September 17, 2020.
  - The deadline date to turn in curriculum to be approved for the December Governing Board Packet is Thursday, October 22, 2020.

- The Deadline date to turn in deactivations or deletions for fall 2020 is Thursday, November 19, 2020.
- ♦ Chairs Report