



CURRICULUM COMMITTEE

Approved Minutes

September 26, 2017

Meeting Room: 504, 1:30 pm

1. Call to order	Coordinator Jim DeKloe called the meeting to order at 1:38 pm.
2. Roll Call	<p>Jim DeKloe (Coordinator), Lisa Abbott (Analyst), Curtiss Brown (Articulation Officer), Erin Duane (Librarian), Dean Sandy Lamba, Jose Cortes, Mary Valch, Kevin Anderson, Ginger Cain, Michelle Arce, Anthony Ayala, Amy Dauffenbach, and Darren Potts.</p> <p>Guest: Ferdinanda Florence and George Olgin.</p> <p>Absent: David Williams (VP of Academic Affairs), Dean Maire Morinec, Teri Yumae, and Deb Berrett.</p>
3. Agenda Approval	<p>September 26, 2017</p> <p><i>All matters listed under the Consent Items are considered routine and will be enacted by the approval of the agenda unless removed from the Consent Items by a Committee member.</i></p> <p>Coordinator DeKloe stated that George Olgin had requested to discuss item 9a (TUTOR 500) before 8a (BIOTech 003). Erin motioned to change the order of the agenda. It was seconded by Jose Cortes. The motion passed unanimously. Duane motioned to approve the agenda as amended. It was seconded by Anthony Ayala. The amended agenda was approved unanimously.</p>
4. Consent Items	<p>Amy Dauffenbach motioned to remove the reading requirement from GE option A. It was seconded by Erin Duane. The motion passed and was carried.</p>
5. Approval of Minutes	<p>Erin motioned to approve the minutes of September 12, 2017. It was seconded by Anthony Ayala. Jose Cortes abstained. The minutes of September 12, 2017 was approved by majority of the vote.</p>
6. Comments from the Public	<p>There were no comments from the public.</p>
7. Information	<p>There were no items on this section.</p>
8. New Courses	<p><u>8a. (CP17F-1) BIOT 003 Fermentation: The Science of Beer and Brewing</u></p> <p>1. Action on the Course:</p> <p>Erin Duane motioned to approve BIOT 003. This was seconded by Anthony Ayala. The following information was discussed: (a) Jim DeKloe stated that \$7,000 funding will be resourced elsewhere and not through Perkins fund, (b) Jim DeKloe explained that Santa Rosa Community College and AB 1989 (2014) will allow him to set an age requirement</p>

(only students 18 years old and older will be allowed to take this course and will not be able to imbibe alcohol produced in the class) and a permission from the instructor will be needed, (c) this course will be program applicable but not degree, (d) reading assignments will be based on 250 words, (e) librarians will review new courses but not existing courses that were being reviewed for modifications, and (f) Curtiss Brown expressed articulation issues regarding the course units versus similar course offered at UC Davis, which did not have a lab. Also as a requirement, this course will need a lab manual. A conditional approval was granted to this course based on completing the Articulation Officer's recommendations mentioned above.

9. Course Modification

9a. (CP17F-3) TUTR 500 Supervised Tutoring – Class Max

1. Action on the Course:

Curtiss Brown motioned to approve the course maximum change from 50 to 400. It was seconded by Jose Cortes. George Olgin stated that the class max modification was recommended by Pei Lin Van'T Hul to minimize the amount of work needed in creating CRNs. The motion to approve this course was approved by the committee unanimously.

10. Course Deletion

There were no items on this section.

11. Curriculum Review

There were no items on this section.

12. New Program

There were no items on this section.

13. Program Modification

There were no items on this section.

14. Program Deletion

There were no items on this section.

**15. High School
Articulation**

There were no items on this section.

16. Report from the Chair

James DeKloe, Curriculum Committee Coordinator, stated that he had been contacted by high school(s) regarding high school articulation process. Inquiries regarding this process will be reviewed by the Articulation Officer.

**17. Report from VP of
Academic Affairs**

David Williams, VP of Academic Affairs, was not able to attend this meeting.

**18. Report from the
Articulation Officer**

Curtiss Brown, Articulation Officer, shared that based on the conference he attended, numbering/roman numerals were not recommend when entering information on the Course Content on META. He also mentioned to include out of class hours to the COR. Personal finance will be removed from area E, which will not apply to SCC. It was not recommended to articulate (high school) any courses that were UC and CSU transferrable and GE pattern (option B and C). However, dual enrollment will work. Public ASSIST will be available by June 2018.

19. Other

Program Review Coordinator Ferdinanda Florence provided the committee an update regarding the task force findings on "general degrees" (University Studies, Interdisciplinary Studies, General Science, and Social Science). The deadline for new

program will be on September 28, 2017. She provided a similar report to Academic Senate meeting on September 11th: (1) *The School of Liberal Arts* voted on Sept 8th to delete: (a) US- Arts and Humanities, (b) IS – Arts and Humanities, (c) US – Communications, and (d) IS - Communications. They voted to keep, unmodified (except for changes submitted by Marianne Flatland) the US-Liberal Studies with Education Emphasis (until the college creates an ADT Elementary Education degree); (2) *The School of Social and Behavioral Sciences* will vote on Sept 15th to delete: (a) IS-Social Sciences, (b) US-Social Sciences, and (c) Social Sciences; (3) *The School of Math and Science* will vote by email by Sept 21st to delete: US – Science and Quantitative Reasoning and IS – Science and Quantitative Reasoning.

20. Open Discussion

There were no items on this section.

21. Adjournment

Kevin Anderson motioned to adjourn the meeting. It was seconded by Erin Duane. The meeting adjourned at 2:46 pm.

ALL MEETINGS WILL BE HELD STARTING AT 1:30 PM IN ROOM 504 UNLESS OTHERWISE NOTED:

September 26, 2017
October 17, 2017
October 31, 2017
November 14, 2017
November 28, 2017
December 12, 2017
January 30, 2018
February 13, 2018
February 27, 2018
March 20, 2018
April 10, 2018
April 24, 2018
May 8, 2018