

**MISSION COLLEGE
CURRICULUM REVIEW COMMITTEE
October 3, 2012
2:15 – 4:00**

Name	P	A	Name	P	A
Cathy Cox (chair)	x				
Scott Brunson (Applied Sciences)		x	<u>Ex-Officio Members:</u>		
Jeff Cormier	x		Articulation Officer – Yolanda Coleman	x	
Diane Lamkin (Math & Science)	x		VP of Instruction – Norma Ambriz-Galaviz	x	
Steve Lipman (Language Arts)	x		Curriculum Assistant – Aileen de Guzman		x
Jeff Nelson (Applied Sciences)	x				
Thanh Nguyen (Liberal Studies)	x		GUESTS:		
Julaine Rosner (Language Arts)	x				
Rebeca Sanchez (Student Services)		x			
Cindy Vinson (Business & Tech)	x				

1. The minutes of 9/26 were approved unanimously (M/S Coleman/Lamkin)

2. **Distance Learning Approvals:**
 Distance learning was approved for the following courses (M/S/U Vinson/Rosner)
 CIS 037A Introduction to C Programming
 ESL 940LC Low Intermediate Listening and Culture

 MKTG 059 was pulled for later consideration and will come back at a later meeting.

3. The following proposals were approved on consent (M/S/U Coleman/Lipman):
Course Revisions:
 CIS 037A Introduction to C Programming
Course Deletions:
 LS 901 Assessment for Learning Disabilities

 MKTG 059 was pulled for later consideration and will come back at a later meeting.

4. **New Course Approval:**
 ESL 940LC Low Intermediate Listening and Culture
 Approved – M/S/U Rosner/Vinson

5. **CRC Goals for 2012-13**
 Committee members discussed goals for the 2012-13 academic year. In addition to the standard committee work of approving course and program proposals, the following goals were identified:
 - a. Provide support for accreditation – It was suggested that we schedule a meeting with the standard team dealing with instructional programs (or with a representative from that team) to make sure that we have necessary processes, procedures, and documentation required for accreditation. If there are areas that need to be “cleaned up” prior to submitting the self-study, this is the time to begin working on those areas.
 - b. Get committee training on SLO and PLO review – it will be important for CRC to have training on reviewing proposed assessments for SLOs and PLOs in proposals that are

submitted; we do not currently have much expertise in deciding outcomes and assessments are well-designed.

- c. Distance Education - Consider whether any changes are needed to CurricUNET or to approval processes to comply with Title 5 or Chancellor's Office requirements for Distance Education documentation.

6. Information and Announcements

Cathy announced that within the next few days, the Program Review module will be pushed from the "development server" on CurricUNET to the "live server". There will be visible changes on the home page of the system, but there won't be a formal announcement until Pat Hernas (Program Review chair) has had a chance to hold trainings over the next week or two.

The meeting adjourned at 3:45 pm; notes taken by Cathy Cox.