

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

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

1. The meeting was called to order at 2:15 p.m.

2. **Course and Program Approvals**

The following course revisions were approved:

VN 055C2 Medical-Surgical Nursing Theory (M/S Ensminger/Nguyen)

VN 057 Introduction to Gerontology (M/S Vinson/Brunson)

The following course will be held for changes and brought back to a future meeting:

ART 034A Introduction to Digital Art

3. **State changes relating to curriculum**

This item will be held over to a future meeting as no one from the Office of Instruction was able to make today's meeting.

4. **Update from ASCCC Accreditation Institute**

Mission sent 5 attendees to this institute in Anaheim last week – Cathy, Heather Rothenberg (Accreditation Liaison), Daniel Peck (Researcher), Dianne Dorian (MCAS president) and Susan Monahan (Classified Senate president). Information covered focused on the ACCJC standards and the accreditation process. The parts specifically relating to curriculum include the expected levels of institutional proficiency with SLOs (both course, program, and institutional outcomes). The team who went will be meeting next week to “de-brief” and discuss next steps for accreditation. CRC has already discussed taking on the responsibility for reviewing SLOs as courses and programs are developed and/or revised (not assessing them, simply making sure that they are in place and well-constructed); if this is put into effect CRC will need training. Course SLOs need to align with program SLOs.

Cindy Vinson asked what discussions were held at the institute concerning distance education, and noted that we need some method for monitoring when programs become capable of completion with 50% or more DE courses. It may be possible to use the “Packages” feature in Curricunet to have programs and their courses move through the revision process “in synch”; Cathy will explore this option and report back to the committee.

## 5. Prerequisite implementation process discussion

Last week Cathy asked CRC members to review the new guidelines from the Chancellor's office on implementing prerequisites based on the changes to Title 5. The committee discussed the guidelines, and reviewed aspects of the process that would be required. The new guidelines do not affect courses in a single discipline that are sequenced; they apply to putting a reading, writing, or math prerequisite on courses outside those disciplines. We are required to have a board-approved process for implementing prerequisites, and any changes must be phased in gradually to avoid disruptions for students and to minimize the effects on enrollment. A challenge process is needed to override prerequisites when appropriate. We also need to assess the impact of prerequisites, and they need to be reviewed and re-approved on a regular basis (probably tied to program review).

This process is going to affect the entire college, not just the curriculum committee. The recommendation of CRC was that a task force be established to develop this process. The recommended task force should have representation from the Division Chairs, Counseling, someone from Program Review, 2 CRC members, 1-2 representatives from the Academic Senate, and an instructional administrator. In addition, faculty members of the committee should include representatives of the Math, English, and Reading departments as well as someone from one of the areas most likely to place prerequisites (Science or Social Sciences, perhaps?)

The scope of the task force will be to follow the guidelines and Title 5 requirements to develop a process and recommend it to CRC and then to the Academic Senate so that there will be widespread input.

The meeting was adjourned at 3:45 p.m.  
Notes taken by Scott Brunson and Cathy Cox