

**MISSION COLLEGE
CURRICULUM REVIEW COMMITTEE
March 21, 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>		
Liz Dietz (Applied Sciences)	x		Articulation Officer – Yolanda Coleman	x	
Zoya Kravets (Math & Science)		x	VP of Instruction – Norma Ambriz-Galaviz		x
Diane Lamkin (Math & Science)	x		Curriculum Assistant – Aileen de Guzman	x	
Steve Lipman (Language Arts)	x				
Thanh Nguyen (Liberal Studies)	x		GUESTS:		
Rebeca Sanchez (Student Services)	x				
Cindy Vinson (Business & Tech)	x				

- The meeting was called to order at 2:15 p.m.
The minutes of 3/14/12 were approved with a slight correction. As written, the minutes stated:

SLO Subcommittee

Cathy advised CRC that at last week's Academic Senate meeting, the Senate discussed the formation of a SLO committee to be a subcommittee of the Curriculum Review Committee, with its chair sitting on CRC. This subcommittee will work with faculty on development of SLOs for academic courses and programs.

This was actually incorrect. The recommendation for an SLO subcommittee came out of the Academic Senate's executive committee meeting; what the MCAS actually approved was the formation of an SLO taskforce to discuss the charge and formation of such a subcommittee. (M/S Sanchez/Vinson; Nguyen and Dietz abstaining)

- Course and Program Approvals: CONSENT AGENDA**

The following course revisions were approved following some discussion (M/S/U Vinson/Dietz)

OA 1611	Older Adult Art
OA 3900	Senior Preparedness

It was noted that these courses are noncredit, and are taught through Community Education. They have been taught for many years, and were badly in need of revision. The MCAS approved Dean Stephanie Kashima to sign off at the Department and Division Chair levels so that these courses could move forward, but there needs to be a regular process by which the noncredit courses taught through community education can be revised. In addition, these courses are coming through CurricUNET as "new" courses since they had never been input to the system; they will need to be sent to the Board as "revisions" to reflect their actual status.

Cathy briefly reviewed the elements of a noncredit course outline that are different from a credit course outline, including the fact that noncredit courses may have either the same disciplines as credit courses or minimum qualifications that are specifically allowed for noncredit courses.

The following course revision was approved on a separate vote following some discussion (M/S/U Lamkin/Dietz):

There was discussion about the prerequisites for this course, which are determined by the requirements of the regulatory Board. Rebecca Sanchez noted that the prerequisite of NS 040 was out of date, and should actually be NS 015 (NS 040 is no longer offered). Liz Dietz, representing the Vocational Nursing program, agreed with the change.

3. Consider Changes to the Distance Learning Addendum

Distance Learning committee chair Cindy Vinson asked CRC to give input on proposed changes to the Distance Learning addendum in Curricunet to clarify what activities are required of faculty and what activities are required of students to meet the required number of hours of student contact. Cathy suggested that a block of text should appear on the screen where the information is filled in: "List activities that students are required to do on a weekly basis." There will need to be a pull-down menu of options for things that students do; these are not the same as what faculty do.

Additional comments included the need to update the list of faculty activities; some on the list are no longer used or are not appropriate (televised classes, lecture) while some activities need to be added (podcasts) All change suggestions were noted and will be sent back to the DL committee.

4. Curricunet Shutdown for Spring 2012

A decision was made that the launch function in Curricunet should be shut down as of the beginning of April to allow for the system changes and cleanup that are needed each year. Cathy will announce to faculty and implement the change. Inactivations and Archives will be allowed to launch a bit longer – till the end of April – since the review process for those is longer. Yolanda noted that inactivations have not been coming to her for review; that should change. We will discuss at a future meeting.

5. Announcements

Yolanda announced that there are a number of AA-T degrees pending. There will be a revision to the English AA-T coming through in a couple of weeks due to changes the State made in the "boilerplate" language needed in the catalog description.