

**MISSION COLLEGE
CURRICULUM REVIEW COMMITTEE
April 18, 2012
2:15 – 4:00**

Name	P	A	Name	P	A
Cathy Cox (chair)					
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				

1. The meeting was called to order at 2:15 p.m. The minutes of 4/11/12 were approved (M/S/U Brunson/Vinson)

2. Distance Learning Approval

The following DL was approved (M/S/U Vinson/Brunson)
ESL 930LC High Beginning Listening and Culture

3. New Course – Second Read:

The following new course was approved (M/S/U Lamkin/Lipman)
ESL 930LC High Beginning Listening and Culture

4. Course and Program Approvals: CONSENT AGENDA

The following items were approved by consent (M/S/U Brunson/Sanchez)

Course Revisions:

MUSIC 036B Beginning Guitar
MUSIC 036C Beginning Guitar
MUSIC 036D Beginning Guitar

Course Archives:

ART 048A Airbrush Painting
ART 048B Airbrush Painting
ART 048C Airbrush Painting
ART 048D Airbrush Painting

5. Consider Revisions to Curriculum Approval Processes

a. New Course Approval Process

b. Course Revision Process

The committee reviewed proposed changes to the New Course Approval Process and the Course Revision Process. Changes proposed included adding a review of proposals by all division chairs to allow earlier input on possible course overlap or impact of curriculum on other divisions. This review would be optional and there would be a limited time allowed before proposals would “default” to the next level, but it might be useful. There was concern about overwhelming the DCs with too many things to

check on; a proposal was made to make this change only on new course proposals for a year to see how it goes. That change will be made before the CRC votes on recommendations to the Senate.

The other proposed change to this process would involve allowing the instructional deans to access and make comments on course proposals prior to their signoff by the VPI. This is more controversial; there would be no added delay as the VPI “batches” her signoffs to better coordinate with the Board submissions. It was agreed that we could try this change also for a year to see how it goes. Cathy will bring these processes back next week for a final review and vote on whether to recommend them to the Senate for approval.

It was recommended that these changes should be applied to New Programs as well.

6. Consider New Curriculum Approval Process to Track SLO Changes

This proposal is for the creation of a very brief process that would allow us to use CurricUNET to track changes made to the Student Learning Outcomes for a course. It would involve asking CurricUNET to create a proposal template that would only allow modification of the Student Outcomes screen for a course record. Since SLOs are supposed to be reviewed and updated regularly by the departments, this process would only require signoff by the Originator, the Department Chair, and then by the chair of the Institutional Effectiveness Committee. There would be no need for the “approval” to go through CRC; however, the date of signoff by the Department Chair could be shown on the DE addendum as the “date last modified”, thus allowing us to track when the SLOs were updated. There was general agreement with this concept by the committee.

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