LOS RIOS COMMUNITY COLLEGE DISTRICT
District Curriculum Coordinating Committee
Main Conference Room
January 29, 2016
2:30 p.m. to 4:30 p.m.

Members Present
Jamey Nye (DO), Lynn Fowler (AO)
ARC: Joe Gilman, Marie Schirmer, Al Ahmadi, Bill Simpson (DCCC Chair)
CRC: Lee Weathers-Miguel, Brian Noel, Amanda Paskey (Chair)
FLC: Monica Pactol, Eric Wada (Chair)
SCC: Richard Yang, Brett Thomas, Dyan Pease (Chair)

Minutes - Approved

1. Call to Order at 2:35pm

2. Recorder for meetings – January: ARC; February: CRC; March: FLC; April: SCC

3. Approval of Agenda: approved by consensus

4. Approval of Minutes: November 20 meeting minutes approved by consensus

5. Announcements/Updates
    a. New members: ARC-Al Ahmadi, CRC- Lee Weathers-Miguel, SCC- Richard Yang
    b. Guests: none

6. Competency Committee Report
    a. Reading Competency (Chair: Shihni Giedd, CRC)
    b. Math Competency (Chair: Dean Pietromonaco, FLC)
        i. FLC MATH 341 – the Math Competency Committee recommends approval
           DCCC voted to approve – move: Lynn, second: Marie; unanimous vote
    c. Writing Competency (Chair: Kathy Leland, FLC)
        i. Revising the rubric—this semester

7. Curriculum Proposals:
    a. Courses/Programs by College
    All Courses/Programs are organized by college and listed at the end of this agenda.
    All courses and programs were approved by the DCCC:
        ARC courses – move: Eric; second: Dyan; unanimous
        CRC courses – move: Dyan; second: Lynn; unanimous
        FLC courses – move: Brian; second: Lee; unanimous
        SCC courses – move: Marie; second: Eric; unanimous
        ARC programs – move: Lynn; second: Dyan; unanimous
        CRC programs – move: Dyan; second: Eric; unanimous
        FLC programs – move: Dyan; second: Brian; unanimous
        SCC programs – move: Lynn; second: Marie; unanimous

<u>Discussion of Curriculum Items:</u>
Jamey asked that, for deletions, please give a simple reason in the explanation like it is being replaced by another course or it no longer meets the needs of students.

Amanda pointed out that the DEAF 495 title needs to match the standard naming format. CRC will launch a collaboration request to fix it.

Jamey told the DCCC that ARC's programs at NFN were not approved for two reasons. No one from ARC was on the call, and the proposals for ECE were not in the proper format so they were removed from the agenda. Bill said he would follow up with developers. Jamey said that NFN will now do monthly calls on program announcements and approval (starting in March).

Jamey also said that the Business Information Worker is already approved by NFN for all colleges, but we still need to go through the PPC approval process.

- b. Status of Collaboration Requests
    Ready to Move: ENGLT 310, 311, 321
- c. Course Designator/Thematic Block Forms
    - i. First Reading
    - ii. Second Reading
        1. ARC GENSCI (Thematic Block)
            approved – move: Dyan; second: Lee; unanimous
    - iii. Information Items
        1. Unnamed Thematic Blocks – Bill will follow up with Phil on this.
        2. Designator/Thematic Block Form Changing – Bill will look into changing "approve" and "not approve" to "I've been informed" with a space for comment.
        3. Lynn is creating a form for competency committee votes.

8. DAS Senate Report – 12/1 – No DAS representative present (no report).

9. SAG requests/report – 12/8 – Bill: Phil will be changing the underlying database program that Socrates uses because the vendor we use to host it is switching. Phil will be adding effective dates to programs to prepare for an online catalog. He asked that DCCC discuss what dates would be appropriate so he could use a dropdown list. This will be on the next agenda.
Eric asked about catalog rights. Jamey said he would be more comfortable if we explored dates and made some recommendations, but get AVP-I's involved and local committees involved in the decision making.
Bill: The new-to-college leapfrog over new-to-district course issue has not yet been fixed. Also, Phil is looking into a better way to reorder course lists – possibly adding a feature where Socrates could do an alphanumeric sort within a list, which is done manually now.

10. Music Courses Families – Joe: MUIVI courses potentially need to be put into families. We want to settle them first before looking at MUP courses. We need to make sure students get through the entire four-course sequence, so it doesn't make sense to put all four courses into

one family or a student getting a non-passing grade cannot complete all four. Three main areas: class piano, class voice, applied music – CSUs & UCs said students need to get through those sequences to succeed. Can we have a discussion with Pam Walker? If we can't have a three-strikes approach for MUIVI, we came up across district with a proposed grouping, where four-course sequences are not all in the same family. Voice may need to split up into four families instead of two.

Joe will give us a formal list of family names with courses for approval at our next meeting. Also, we will discuss MUP courses at the next meeting.

11. Streamlining Approval for CTE Programs and Courses – Bill asked: Could we allow single-college designators to have new thematic blocks approved as a local decision? Dyan was okay with it. Lynn said that sometimes we have the same course at different colleges in different designators that really should be the same designator and number, and we need to have discussions at DCCC to manage this sort of thing. Dyan suggested we try doing 1st and 2nd reading at the same meeting and see if it helps before we change any processes. Lee suggested that maybe we can focus on certain CTE programs that need the streamlined approach. Jamey brought up the example of Health Care Information Technology which had to use all experimental courses because of the time it takes to develop new courses.   He also said that we should think creatively to see if we can set up new processes that are more responsive. Industry wants changes to happen more quickly.

12. Automated Prerequisite Checker
    a. Update – Jamey reported that we have alignment for about 90% of the district's English courses. We are looking at implementation for Fall 2016. We will continue working on alignment for Lit courses but Reading may not align. They are still working on it.
       Lynn asked if we can use C-ID approval for checking out-of-district prerequisite courses. Jamey said he will look into it.
    b. Adjusting the blocker when prerequisites change – not discussed

13. Updates from the District – Jamey will send out a new PPC list from December, once it is ready.

14. Other
    a. Independent Study—Follow up from October: changing minimum units to 0.5
       Eric said that if DCCC doesn't agree, forget it. The committee discussed the option where Phil did it automatically (all lab hours, 0.5 – 3.0 units) for all 295's & all 495's in the district. Bill suggested that everyone should check with their college curriculum committees first. Bill will ask Phil and Dennis about this and report back at the next meeting.
    b. Report from Regional Curriculum Committee Meeting (by ASCCC) on Friday Nov. 13th at Solano College. Amanda: Someone said experimental courses need to be submitted for standalone approval. Dyan: PCAH says that is not correct. Eric: New Curriculum Inventory will ask for homework hours on top of lecture and lab hours, but homework hours are not in Socrates.

c. Process for Adding New Families – The committee agreed we don't need a form for this. We will handle it informally. It will be in our meeting minutes so we have a paper trail.
d. Work Experience – Eric said that the CCCCO balked at language in the description of some work experience courses. We are not supposed to count lecture hours toward units for that type of course. FLC worked with the CCCCO to get the courses approved. Also, Title 5 language does not put a cap on number of repeats for work experience, but limits units instead. This is inconsistent with what is in Socrates, which caps it at 4 repeats. Bill will ask Phil about this and report back at the next meeting.
e. ASCCC CTE Academy – Joe and Brian attended. Joe will send us a copy of a curriculum road map from that meeting.

15. Future Meetings:
   Spring: 3/18/16, 4/29/16

Adjourned: 4:22 pm

Course/Program items for today's meeting:
(Note: Please move all approved curriculum to Board status by Monday, February 1.)

Courses:

ARC	LRC	300	Introduction to Tutor Training	New to District
ARC	LRC	310	Introduction to Group Tutoring	New to District
ARC	MATH	311	Mathematical Concepts for Elementary School Teachers - Number Systems	New to District
ARC	SPAN	133	Intermediate Spanish Lab I	New to District
ARC	HIST	375	The History of Modern Latin America and Caribbean	New to College
ARC	TAFILM	303	History of Film: 1880's through 1950's	New to College
ARC	TAFILM	304	History of Film: 1950's to Present	New to College
ARC	DEAF	300	Introduction to Deaf Culture and ASL Studies Orientation	Deletion
ARC	DEAF	322	Classifiers I	Deletion
ARC	DEAF	324	ASL Numbers I	Deletion
ARC	DEAF	400	Deaf Culture and ASL Studies Capstone	Deletion
CRC	DEAF	360	Deaf Art	New to District
CRC	ESL	24	Novice-Mid ESL Skills Lab	New to District
CRC	ESLG	51	Grammar for Intermediate ESL Writers	New to District
CRC	ESLP	41	The Basics of English Pronunciation	New to District
CRC	ESLP	51	Building English Fluency and Comprehensibility	New to District
CRC	HORT	313	Sustainable Agriculture	New to District
CRC	MUFHL	416	Studies in Contemporary Composition Techniques, Performance, and Literature	New to District
CRC	NUTRI	303	Plant-Based Nutrition	New to District

CRC	NUTRI	331	Plant-Based Food Principles and Preparation	New to District
CRC	DEAF	380	American Sign Language Literature	New to College
CRC	DEAF	495	Independent Study	New to College
CRC	DEAF	499	Experimental Offering in Deaf Culture & ASL Studies	New to College
CRC	ESL	34	Novice-High Skills Lab	New to College
CRC	ESL	44	Intermediate-Low Skills Lab	New to College
CRC	ESL	54	Intermediate-Mid Skills Lab	New to College
CRC	SOC	302	Introduction to Social Research Methods	New to College
FLC	HUM	370	Women and the Creative Imagination	New to District
FLC	PHIL	325	Symbolic Logic	New to College
FLC	SPORT	313	Off Season Conditioning for Basketball	New to College
SCC	CISC	110	Using ePortfolios	Deletion
SCC	CISC	321	Intermediate Operating Systems	Deletion
SCC	CISW	325	Intermediate Web Site Development	Deletion
SCC	CISW	350	Imaging for the Web	Deletion
SCC	ANTH	315	Cultures in Focus	Deletion
SCC	ANTH	317	Cultures of Southeast Asia	Deletion
SCC	CISA	308	Exploring Word Processing and Presentation Software	Deletion
SCC	ENGWR	90	Preparation for English Writing - Success Academy	New to District

Programs:

ARC	Automotive Technology	Automotive Emissions Inspection and Repair Technician
ARC	Early Childhood Education	Curriculum Specialist
ARC	Early Childhood Education	Special Needs Specialist
CRC	Agriculture Business	A.S. for Transfer (AS-T) Agricultural Business Degree
CRC	Nutrition	A.S. for Transfer (AS-T) Nutrition and Dietetics Degree
CRC	Nutrition	Plant-Based Nutrition and Sustainable Agriculture
FLC	Biology	Biological Sciences
FLC	Emergency Medical Technology	Emergency Medical Studies
SCC	Computer Information Technology	Business Information Worker