



District Curriculum Coordinating Committee (DCCC)

April 28, 2017
2:30 p.m. to 4:30 p.m.
Main Conference Room

MINUTES

Members Present:

Jamey Nye (DO), Alisa Shubb (DAS)
ARC: Joe Gilman (Chair), Kate Jaques, Marie Schirmer
CRC: Michael Lawlor (DCCC Chair) Brian Noel (Chair), Torence Powell (for R. Montanez),
FLC: John Alexander, Eric Wada (Chair)
SCC: Dyan Pease (Chair)

Guests: Sue Hussey (SCC), Gabriel Meehan (SCC), Laura Coleman (DO), Teresa Milan (DO)

- I. Call to Order – The meeting was called to order at 2:37 PM.
- II. Approval of Agenda – The agenda was approved by consent.
- III. Approval of Minutes from March 24 meeting – The minutes from the March 24, 2017 meeting were approved by consent.
- IV. Announcements/Updates
 - A. Introductions, New members, Guests - Sue Hussey (SCC), Gabriel Meehan (SCC), Laura Coleman (DO), and Teresa Milan (DO) were guests.
 - B. Announcements – Joe Gilman announced that Hugh Howard is stepping down as Vice-Chair of the Curriculum Committee at ARC.
- V. Competency Committee Reports
 - A. Reading Competency (Chair: Debora Larry-Kearney, FLC): The committee did not complete their review of CRC SOC 305 this year.
 - B. Math Competency (Chair: Jean Vrechek, Joseph Steever, SCC): None
 - C. Writing Competency (Chair: Josh Roberts, SCC): DCCC voted to accept the recommendation that CRC RTVF 368 and SCC ARTH 301 be denied writing competency. (MSP Pease, Gilman, passed unanimously)
- VI. Curriculum Proposals:
 - A. Families – The committee approved the new Life Fitness Center and Weight Training (FITNS) and Pickleball (PACT) families. MSP (Alexander, Noel, unanimously approved). Joe noted that the current plan is not complete, and that there are still courses like Aerobics that need a family. Michael agreed that any two similar courses should be placed in a family. The committee agreed to continue to monitor this next year.

B. Courses/Programs by College

(All Courses/Programs are organized by college and listed at the end of this agenda.)

All curriculum was approved.

ARC (MSP Noel, Wada, unanimous approval) Note: ADAPT 324 previously existed in the district, so it will not go to the Board.

CRC (MSP Wada, Schirmer, unanimous approval)

FLC (MSP Noel, Gilman, unanimous approval)

SCC (MSP Wada, Alexander, unanimous approval). Sue Hussey was on hand to answer concerns that the AH Community Health Care Worker program duplicates some HCD topics. Jamey noted that SCC followed all appropriate protocols in the development of the program.

C. Status of Collaboration Requests – None of the collaboration requests currently in development are ready to move forward.

D. Course Designator/Thematic Block Requests

1. ART 100-109 (ARC), HRIT (CRC) – Rules were suspended (MSP Gilman, Noel, unanimous approval) to consider these at second reading. They were approved. (MSP Pease, Noel, unanimous approval)

VII. Updates from the District (Nye) – The auto prerequisite checker is being instituted for literature. This required consistent prerequisites for ENGLT courses across the district. English departments across the district agreed to a two-year prerequisite pilot. For six core courses for the major, ENGWR 300 or equivalent will be required. For all other courses, the prerequisite will be ENGWR 101 or equivalent.

VIII. Code Alignment Project - Theresa Milan and Laura Coleman presented on the project. The Code Alignment Project is a faculty-led process for examining the coding of courses and programs. More accurate data will improve funding levels and make data sites more accurate. It is especially critical for CTE program eligible for Perkins funding but also has implications for student financial aid. The plan is to focus on 2-4 areas at first. The process will involve updating SOC, CIP, SAM, and TOP codes. The end result will be a list of codes that are currently correct and a list of codes to be changed. Theresa indicated that this will be a district process, funded by CTE data unlocked funding (which ends in October but may be extended). Michael agreed to report to the DAS May 2nd meeting that the DCCC supports the districts involvement in the project. Faculty on the campuses will drive the decision of which courses are reviewed.

IX. DAS Report (Shubb) - The group that met about putting course size recommendations into the COR met and came back with 2 recommendations:

- Issue a recommendation to Deans to collaborate more with faculty on changing course size
- The DCCC should come up with some criteria or process for those faculty that have courses where they want to include course size maximums.

DCCC will start developing a process in the fall. A short discussion ensued. Concerns included consistency across colleges, academic freedom, scheduling flexibility etc.

- X. SAG Report (Lawlor, Gilman, Pease)
- Once an outline is opened the SLOs and topics are numbered for ease of use until “Board Status”
 - DE reports have been updated
 - The Articulation Officer screen is being updated to reflect changes to OSCAR and ASSIST Next-gen.
 - “Homework vs Student Assignments” inconsistency has been fixed, it now says “Student Assignment” everywhere.
 - SAG agreed that experimental courses (299, 499) should not be included in programs
 - SAG agreed that when a new designator is created the 299 and 499 shells should be created.
 - FLC wants to have 295 and 495 shells – it appears FLC is the only campus that wants a shell for each of the independent studies instances (future discussion item)

XI. Discussion Items

- ADA Compliance Statement in DE Sections of COR -- SCC forwarded their recommendation to include the statement “*All materials in this course shall be accessible for persons with disabilities, as outlined in LRCCD Regulation #7145.*” in the COR. Jamey noted that there is a task force in the district working on accessibility issues, so we should hold off on this for now.
- AA in Freelance Photography – This new program has been in convergence for two years. Joe Gilman will follow up on this.
- Interdisciplinary Studies Faculty Discipline – Clarification for SAG – Next meeting.
- Requisite alignment – Future discussion
- New Catalog Departments – Future Discussion

XII. Adjournment – The meeting adjourned at 4:40 PM.

NEXT MEETING: August 25, 2017

Course/Program items for today’s meeting:

Courses:

ARC	ADAPT	324	Heart Healthy	New to College
ARC	ARTNM	310	Design: Fundamentals	Deletion
ARC	DESGN	498	Work Experience in Design Technology	New to District
ARC	EMT	298	Work Experience in Emergency Medical Technology	New to College
ARC	ENGLT	335	Latino, Mexican-American, and Chicano Literature	New to College
ARC	FITNS	343	Spin Bike	New to District
ARC	PMED	298	Work Experience in Paramedic	New to District
ARC	WELD	298	Work Experience in Welding	New to College
CRC	BIOL	351	Global Climate Change	Deletion

CRC	ENGRD	119	College Textbook Reading Skills	New to District
CRC	ENGRD	311	Intensive Critical Thinking for College Success	New to District
CRC	MATH	355	Calculus for Biology and Medicine I	New to College
CRC	MATH	356	Calculus for Biology and Medicine II	New to College
CRC	SOCS	300	Introduction to Ethnic Studies	Deletion
CRC	SOCS	320	Socio-Cultural, Economic and Political Experience of the African-American	Deletion
CRC	SOCS	325	Asian Experience in America	Deletion
CRC	SOCS	330	Mexican-Americans in the United States	Deletion
FLC	FCS	495	Independent Studies in Family and Consumer Science	Deletion
FLC	FCS	499	Experimental Offering in Family and Consumer Science	Deletion
FLC	GERON	340	Nutrition for Healthy Aging	New to College*
FLC	HIST	310	History of the United States	New to College
FLC	HIST	311	History of the United States	New to College
FLC	HSER	341	Physiology and Pharmacology: Alcohol & Other Drugs	Deletion
FLC	MUP	360	Chamber Singers	New to College
FLC	NUTRI	330	Food Theory and Preparation	New to College
FLC	PACT	311	Badminton II	New to College
FLC	PSYC	380	Psychology of Business	Deletion
FLC	SPORT	90	Academic Study Skills for Student Athletes	New to College*
FLC	SPORT	91	Academic Study Skills for Student Athletes	New to College*
FLC	TA	452	One-Act Play Workshop	Deletion
SCC	AH	101	Introduction to Community Health Work	New to District
SCC	AH	103	U.S. Healthcare Systems and Third Party Payers	New to District
SCC	AH	105	Community Health Resources	New to District
SCC	AH	121	Social Determinants of Health	New to District

* incorrectly listed as “New to District” in SOCRATES

Programs:

FLC	Allied Health	Pre - Allied Health	New Program
FLC	Humanities	Humanities, Interdisciplinary Studies	Deletion
FLC	Nutrition	Nutrition Science	New Program
SCC	Allied Health	Community Health Care Worker	New Program