

Curriculum Committee Summary 2010-11

Courses reviewed

- 26 New CTE courses were approved
- 6 New LDC courses were approved
- 8 CTE course revisions were approved
- 1 New CTE course was denied (revised and subsequently approved)

Degrees and Certificates reviewed

- 1 New Certificate was approved
- 3 Degree revisions were approved
- 1 Certificate revision was approved

Decisions or Actions approved

1. Consent Agenda approved for use for the following items (10/10 & 11/30/10):

- Course title change
- Course number change
- Addition or deletion of an elective
- Degree and Certificate title changes

Consent Agenda Process: Submission is sent to Susan L. Form is sent to CC members with next meeting agenda. CC members decide if anything needs to be discussed. If not, the consent agenda is voted on as a group item. Items that require discussion may be pulled from the consent agenda for further discussion prior to vote.

2. Committee approved the inclusion of a student services representative to the committee as a non-voting member. The purpose is to provide the CC with insights from the Student Services perspective and to make sure the committee isn't overlooking issues that impact curriculum decisions. In addition, the Student Services representative would be kept informed of what curriculum items are being proposed and be able to pass that knowledge along to the Student Services department, keeping it apprised of CC actions and plans. Charter was revised to include the student services support position. (11/9/10 & 11/30/10 & 2/11)

3. Committee approved the approval of CC minutes by email so that they could be posted on the web in a timely manner. (11/9/10)

4. Committee determined that a certificate or degree revision submission was not necessary for movement of classes between terms. (11/30/10)

5. As new courses are brought on that are currently part of PCC's offerings, the CC is not permitted to revise the outcomes, descriptions, etc. However, the committee recognized it's authority to approve a new offering for CGCC with a qualifying statement that would require a course to come back to the committee upon independent accreditation for review and update of outcomes, description, etc. (1/11)

6. Committee agreed to adopt PCC approved courses upon independent accreditation. In preparation, priority courses may come through CC prior to accreditation for approval of changes to outcomes, descriptions, requisites, title, and/or number; however, implementation of these approved changes

will have to wait until accreditation is granted. If no revision is approved prior to accreditation, courses currently listed in the CGCC catalog will roll-over as approved courses. (3/11)

7. Membership and term limits: Replacement of outgoing members would be the responsibility of the appropriate department chair under previously determined guidelines. CC Chair would facilitate search and report to CAO on progress and identity of new members. Charter stipulates that a CC member can be reelected for two terms of service. (5/10/11)

8. Election of officers will take place at the September meeting. (5/10/11)

9. Committee agreed that keeping meeting dates as consistent as possible is a good idea so that there might be less confusion regarding submission deadlines and CC attendance requirements for submitters. Meeting dates will remain the second Tuesday of the month, 4-5:30 p.m., except when the second Tuesday falls within finals week. Then the meeting date will be adjusted forward or backward one week to the most reasonable Tuesday. Schedule will be posted for the year on the Curriculum web page. (5/10/11)

10. Committee approved the motion that 1) Experimental Courses will be treated as Information Items, not requiring approval; and 2) The Committee will adopt PCC's guidelines to limit experimental courses to two terms and send a recommendation to the Academic Standards Committee and Department Chairs. (5/31/11)

11. Committee approved the addition of an end-of-year retreat. Its purpose is to wrap up some unfinished business, review previous year's activities, make recommendations for next year's agenda, and provide input regarding CC experience, commitment level, and responsibility. (5/31/11)

12. Approved the use of the word "appreciation" in course and program outcomes as an "unmeasurable goal or a measureable outcome." When "appreciation" is used as an outcome, the committee will need to address this when reviewing the submission to ensure it can be measured. (6/29/11)

13. Approved use of modality check box but did not clarify if course would need to come before the CC if it was changing or adding a modality. Requested that a comment box be added to the modality section. (6/29/11)

14. Approval of election of officers procedure: An election will occur at the first meeting of the academic year. The vice chair from the previous year will serve as "chair-elect" in September and will host the election of a new chair. Terms of office for both chair and vice-chair are one year. (6/29/11)

Discussion Items

Related Instruction and applied courses

Wording of outcomes – inclusion of appreciation as an outcome

What is collegiate level?

Roll over of courses upon accreditation

General Education designation

Experimental Courses