**Bakersfield College Curriculum Committee Minutes**

Meeting on November 29, 2018

* **Call to order** by Jennifer Johnson at 2:35 pm. Quorum met
  + **Chairs in Attendance**: Jennifer Johnson
  + **Members in Attendance**:
  + Karin Young-Gomez, Kimberly Bligh, Kris Stallworth, Elenora Hicks, Lynn Krausse, Michael Korcok, Shane Jett, Bernadette Towns, Christine Harker, Sarah Palasch, Duane Anderson, Laura Luiz, David Meyers, Mike McNellis, Mike Daniel, Nick Strobel, Angelica Vasquez, Mark Osea, Brent Wilson, Edie Nelson.
  + **Guests in Attendance:** None
* **Review and Approval of the Minutes**
  + m/s: Michael Korcok/Mike Daniel to approve the minutes.
  + Voice vote for approval: Karin Young-Gomez, Kimberly Bligh, Kris Stallworth, Elenora Hicks, Lynn Krausse, Michael Korcok, Shane Jett, Bernadette Towns, Christine Harker, Sarah Palasch, Duane Anderson, Laura Luiz, David Meyers, Michael McNellis, Mike Daniel, Nick Strobel, Angelica Vasquez, Mark Osea.
  + Opposed: None
  + Abstentions: None
  + Motion: Passed
* **Reports: Co-Chairs’, Articulation Office, and Assessment Co-Chair Reports**
* Co-Chairs – Jennifer Johnson -AB 705 has been approved, now Title V has to be updated and recommended by the Consultation Council (meets in January), their process is off by months as the Board of Governors meets in February. Then it goes to Secretary of State, Legal and Finance so the process will be a year out. There will be a Special Consultation Council in February. Most of it is for clarification of language. Faculty received letters for students regarding English placement which were confusing. It was suggested that the faculty check first to see if the student had passed English before handing the student the notice. Grace Commiso acknowledged that some of the letters were incorrect. Jennifer, Erica, and Billie Jo attended a regional curriculum Academic Senate State meeting. There was conversation about the role of Academic Senate and faculty union regarding responsibilities and crossover. There will be slides posted to the website. There were concerns about certificates being created and to demonstrate student need/benefit. One of the slides refers to certificates which now start with 16 units instead of 18. This spring we will be working with departments to update programs because of the student success formula. COCI needs to be updated as that is where funding information comes from.
* Articulation Officer – Mark Osea-attended a SCIAC meeting. Question was asked, what happens when Economics course prerequisite (CID) is phased out (ex: math) Chancellors office rep will bring up the question with CID. Prerequisite may be waived. UC transfer COR vs syllabus-COR first, if not enough information they will ask for the syllabus. When doing a revision please be as specific as possible. Mark has recently been sending out emails. Textbooks are important in the COR. Can use a manual but document however list why, what and the rigor, and be very specific. What textbooks on the COR are a recommendation. Passed out INDA BS articulation. Jennifer Johnson will consult with Billie Jo regarding process as this is new territory for BC. Jennifer asked if there is a form for articulation, and who needed to sign the MOU. It is not usually approved by a committee.
* Assessment Co-Chair –Billie Jo and Brent have reviewed and made comments on the Program Reviews. They will be presented Friday to the Assessment Committee for approval and then reported out.
* **Opportunities to Address the Committee-** Michael McNellis-critical thinking discussions scheduled next semester. Jennifer asked if they were going to be Professional Development or Flex. Michael was not sure yet. Duane Anderson asked who approves articulation. There is an Architecture Design College in San Diego we have been trying to articulate with for three years and we are waiting for them to sign. It is a Mark Osea area, MOU from faculty chair-VP-President. Duane also asked about his ARCH B1 where a student creates a student education plan and that some students are saying counselors are telling them it is wrong. Angel mentioned that they set it up not knowing when a class is offered. Mark mentioned that scheduling really needs to have when the course is being offered, FSS.
* **Additions to the Agenda -** None
* **Unfinished Business**

ADT Substitution Form-handed out for review and feedback, it is now posted to the website. The vote will be next meeting.

Handbook Amendments Discussion-Michael Korcok drafted 5 additions to the handbook and they were reviewed one by one. 1. Add a line about policy and procedures. Jennifer provided a little clarity, there were no other comments. 2. Statement that State Academic Senate is the primacy in curriculum. There were no comments. 3. Approval workflow process in eLumen. Step one is to consult with other stakeholders which isn’t listed as one of the stages and can’t be done easily. Stage 1 would be hard to change. Michael McNellis mentions Stage 2 assumes it has taken place. 4. Would like more explanatory text for each stage. Jennifer mentioned there are more details later in manual. 5. Would like to remove the Dean approval. The process is part of board policy as the Deans role. Some courses did not go forward this semester. Michael Korcok thinks it would be ok if a chair stops a course as faculty. Administrators should not have a veto according to Michael Korcok. Jennifer mentioned you would not like to do all of the work and then find the Dean will not schedule. Needs research. Nick asked if the dean/admin could have a written rationale, maybe in the comment box. Michael McNellis also thinks there needs to be a statement. Michael Korcok said it may take negation. Jennifer thinks it sometimes has to do with scheduling. Take a moment to review and next meeting we will vote. Nick Strobel mentioned we might want to have the Senate weigh in on #5 first. Jennifer reminded everyone the committee creates the handbook (after a vote) then Senate approves. Jennifer can try to get #5 on the Executive Board per Nick Strobel’s recommendation.

* **New Business-** None
* **First Agenda** 
  + See attached list-
* **Second Agenda-**
  + See attached list-
  + Course Revisions

ASL B74

BSAD B85

MUSC B54A

NURS B80A

ARCH B6-T

ARCH B11-T

ART B26-T

ART B6-T

ART B43-T

ART B44-T

CHDV B45A-T

CHDV B45B-T

CHEM B30A-T

HMSV B40-T

LIBR B1-T

MUSC B2-T

MUSC B4A-T

THEA B31-T

THEA B32-T

m/s Michael Korcok/Michael McNellis

Voice vote for approval: Karin Young-Gomez, Kimberly Bligh, Kris Stallworth, Elenora Hicks, Lynn Krausse, Michael Korcok, Shane Jett, Bernadette Towns, Christine Harker, Sarah Palasch, Duane Anderson, Laura Luiz, David Meyers, Michael McNellis, Mike Daniel, Nick Strobel, Angelica Vasquez, Mark Osea.

Voice vote for opposed: None

Abstentions: None

Motion: Passed

* + New Courses

FDSV B55K

FDSV B55T

JRNL B48WE-T

m/s Michael Korcok/Michael McNellis

Voice vote for approval: Karin Young-Gomez, Kimberly Bligh, Kris Stallworth, Elenora Hicks, Lynn Krausse, Michael Korcok, Shane Jett, Bernadette Towns, Christine Harker, Sarah Palasch, Duane Anderson, Laura Luiz, David Meyers, Michael McNellis, Mike Daniel, Nick Strobel, Angelica Vasquez, Mark Osea.

Voice vote for opposed: None

Abstentions: None

Motion: Passed

* + For courses that are requesting DE (Distance Education) as a method of delivery, the committee has considered the rigors of DE requirement and feels those courses meet the rigor.

BSAD B51-\*

BSAD B53A-\*

BSAD B53B-\*

BSAD B54- \*

BSAD B88-**\***

CHDV B40-T\*

COMM B1-\*T

COMM B6-\*TG

COMM B7-\*TG

COMM B9-\*T

COMM B10- \*T

EMTC B50-\*

MATH B6B-TG\*

NUTR B10-TG\*

NUTR B50-\*

ANTH B1L-\*TG

COMM B11 - \*TG

ENGR B38-\*T

FDST B2-\*TG

FDST B3-\*T

MATH B1AC-\*

m/s David Meyers/Lynn Krausse

Voice vote for approval: Karin Young-Gomez, Kimberly Bligh, Kris Stallworth, Elenora Hicks, Lynn Krausse, Michael Korcok, Shane Jett, Bernadette Towns, Christine Harker, Sarah Palasch, Duane Anderson, Laura Luiz, David Meyers, Michael McNellis, Mike Daniel, Nick Strobel, Angelica Vasquez, Mark Osea.

Voice vote for opposed: None

Abstentions: None

Motion: Passed

* + For courses requesting GE

COMM B6-\*TG

COMM B7-\*TG

MUSC B14A-TG

MUSC B17A-TG

MUSC B4B-TG

MATH B6B-TG\*

NUTR B10-TG\*

MUSC B41A-TG

ANTH B1L-\*TG

COMM B11 - \*TG

ENGR B38-\*T

FDST B2-\*TG

FDST B3-\*T

MATH B1AC-\*

m/s Nick Strobel/Michael McNellis

Voice vote for approval: Karin Young-Gomez, Kimberly Bligh, Kris Stallworth, Elenora Hicks, Lynn Krausse, Michael Korcok, Shane Jett, Bernadette Towns, Christine Harker, Sarah Palasch, Duane Anderson, Laura Luiz, David Meyers, Michael McNellis, Mike Daniel, Nick Strobel, Angelica Vasquez, Mark Osea.

Voice vote for opposed: None

Abstentions: None

Motion: Passed

* + The following courses that are requesting deletions

JRNL B27A

ELET B1

m/s David Meyers/Lynn Krausse

Voice vote for approval: Karin Young-Gomez, Kimberly Bligh, Kris Stallworth, Elenora Hicks, Lynn Krausse, Michael Korcok, Shane Jett, Bernadette Towns, Christine Harker, Sarah Palasch, Duane Anderson, Laura Luiz, David Meyers, Michael McNellis, Mike Daniel, Nick Strobel, Angelica Vasquez, Mark Osea.

Voice vote for opposed: None

Abstentions: None

Motion: Passed

* + Revised Programs/Certificates

Industrial Automation BS

m/s Nick Strobel/Mark Osea

Voice vote for approval: Karin Young-Gomez, Kimberly Bligh, Kris Stallworth, Elenora Hicks, Lynn Krausse, Michael Korcok, Shane Jett, Bernadette Towns, Christine Harker, Sarah Palasch, Duane Anderson, Laura Luiz, David Meyers, Michael McNellis, Mike Daniel, Nick Strobel, Angelica Vasquez, Mark Osea.

Voice vote for opposed: None

Abstentions: None

Motion: Passed

* **Good and Welfare and Concerns-None**
* **Adjournment**
  + Jennifer Johnson adjourned the meeting at 4:00 pm.
  + Next Meeting: January 24, 2019
  + Respectfully submitted