

Bakersfield College Curriculum Committee Minutes

Meeting on October 16, 2014

I. **Call to order** by Billie Jo Rice at 2:36 pm.

Chairs in Attendance: Billie Jo Rice

Administrators in Attendance: Michelle Pena

Members in Attendance:

Cari Meyer, Kimberly Bligh, Lindsay Ono, Kathy Hairfield, David Koeth, Creighton Magers, Paula Parks, Elizabeth Rodacker, Brenda Nyagwachi, Judy Forbes, Tim Capehart, Qui Jimenez, Carol Smith, Mike Daniel, Mike Harvath, Megan Lonsinger, Miles Post, Victor Diaz, Brent Damron, Nick Strobel

II. **Review and Approval of the Minutes**

There is a change to the minutes that wasn't able to get fixed before the meeting. Liz Rozell was marked as a member instead of an administrator.

September 18, 2014 minutes m/s Mike Daniel/ Lindsay Ono to approve the minutes with the change.

Voice vote for approval: Cari Meyer, Kimberly Bligh, Lindsay Ono, Kathy Hairfield, David Koeth, Creighton Magers, Paula Parks, Elizabeth Rodacker, Brenda Nyagwachi, Judy Forbes, Tim Capehart, Qui Jimenez, Carol Smith, Mike Daniel, Mike Harvath, Megan Lonsinger, Miles Post, Victor Diaz, Brent Damron, Nick Strobel

Voice vote opposed: None

Abstentions: None

Motion Passed

III. **Reports: Co-Chairs' Report**

A. Billie Jo Rice

1. META

GoverNET is still fixing META to make it operational.

2. Reviewing Courses

All courses must be reviewed by two people. Members were encouraged to work with their teammate to come up with a reviewing technique that works for them. Some suggestions were to meet and go over courses together, email back and forth, and/or to email comments directly to originator for a faster response time.

3. Reading, Writing, and Math Prerequisites and Advisories

Attached to the agenda is the course levels/cut-off scores sheet. Members were encouraged to have their departments use the term subject X-level prior to transfer in CurricUNET to have uniform language in the catalog. The rubrics for levels prior to transfer will be added to curriculum committee website at inside BC.

4. Content Review Forms

For Reading prerequisites and advisories, all faculty in the Academic Development can review courses. For Writing and Math, the departments will create a list of faculty trained in reviewing courses. The lists will be emailed out to curriculum committee members.

5. C-ID Newsletter

Attached to the agenda is the latest C-ID newsletter. The Agriculture ADT was recently approved. Colleges have 18 months to create the ADT or lose their local degree.

C-ID is in need of reviewers for certain disciplines. Please pass the information on to your departments.

DIGs (Discipline Input Group) are meeting to develop areas of emphasis in Global Studies/International Relations and Diversity Studies.

5 year descriptor review is underway for Communication Studies, Psychology and Sociology.

6. CurricUNET

The inclusion of both SLOs and Course Objectives will be implemented next semester.

Check under “My proposals” for the status of courses. When changes are requested, the courses move back to the originator and must go through the approval queue again. All courses must be approved by the Dean and Department Head before being placed on the agenda.

Some departments are having curriculum parties with goodies to facilitate their curriculum being completed. It is much easier to work in a group then to work on an individual basis.

CurricUNET/Assessment Clinic – There were 9 people last week at the clinic working on curriculum and assessment. The next clinic is Wednesday, October 22 from 10:00 -11:30 a.m. in LA 148.

IV. First Agenda

Teams were re-configured as some members were not able to review courses.

V. Second Agenda

A. New Courses - m/s Mike Daniel/ Creighton Magers to approve new courses.

ENGL B33 Children’s Literature Requesting: BC GE C.2, CSU GE C.2, UC transfer, IGETC 3B

FIRE B50H Fire Management 2C – Personnel and Labor Relations

Voice vote for approval: Cari Meyer, Kimberly Bligh, Lindsay Ono, Kathy Hairfield, David Koeth, Creighton Magers, Paula Parks, Elizabeth Rodacker, Brenda Nyagwachi, Judy Forbes, Tim

Capehart, Qui Jimenez, Carol Smith, Mike Daniel, Mike Harvath, Megan Lonsinger, Miles Post, Victor Diaz, Brent Damron, Nick Strobel

Voice vote opposed: None

Abstentions: None

Motion Passed

B. Course Revisions - m/s Lindsay Ono/ Tim Capehart to approve course revisions.

ACDV B55 First Year Student Success

ACDV B70A Time Management Strategies for Academic Success

ACDV B70B Note Taking Strategies for Academic Success

ACDV B70C Textbook Reading Strategies for Academic Success

ACDV B70D Test Taking Strategies for Academic Success

ACDV B70E Memory Strategies for Academic Success

ACDV B70F Vocabulary Improvement Strategies for Academic Success

ACDV B201A Reading for Academic Success

ACDV B201B Writing for Academic Success

ACDV B201C Basic Math Skills for Academic Success

ACDV B280 Supervised Tutoring

ACDV B281A Supervised Tutoring - Computer: Reading

ACDV B281B Supervised Tutoring - Computer: Writing

ACDV B281C Supervised Tutoring - Computer: Mathematics

ADMJ B60 Arrest and Control Techniques P.C. 832

ADMJ B61 PC 832 Firearms Training

ADMJ B63 Power to Arrest (Security Guard Course)

ART B35 Survey of Western Art I

Requesting: C-ID ARTH 110

ART B36 Survey of Western Art II

Requesting: C-ID ARTH 120

AUTO B3 Fundamentals of Automotive Management and Services

ENGL B30B Survey of American Literature

Requesting: C-ID ENGL 135

ENGR B37 Engineering Mechanics – Dynamics

Requesting: C-ID ENGR 230

FIRE B26D Interagency Incident Business Management S-260

FIRE B50B Fire Command 2B-Scene Management at Major Incidents

FIRE B50E Fire Command 2E-Wildland Tactics

FIRE B50I Fire Management 2D - Strategic Planning

FIRE B51J Fire Investigation 1B

FIRE B70E Hazardous Materials Tech/SPEC 1B: Applied Chemistry

FIRE B71B Seasonal Firefighter Basic Training 2

FIRE B72F Auto Extrication

MATH B6B Analytic Geometry and Calculus II

Requesting: C-ID MATH 221

MATH B6D Ordinary Differential Equations

Requesting: C-ID Math 240

RADT B6 Clinical Education 2

Voice vote for approval: Cari Meyer, Kimberly Bligh, Lindsay Ono, Kathy Hairfield, David Koeth, Creighton Magers, Paula Parks, Elizabeth Rodacker, Brenda Nyagwachi, Judy Forbes, Tim Capehart, Qui Jimenez, Carol Smith, Mike Daniel, Mike Harvath, Megan Lonsinger, Miles Post, Victor Diaz, Brent Damron, Nick Strobel.

Voice vote opposed: None

Abstentions: None

Motion Passed

C. Course Deletions - m/s Nick Strobel/ Lindsay Ono to approve course deletions.

OFFT B75 Business English for Careers

ORNH B5 Nursery Management

SMBS B73 Establish/Advertising Budget

Voice vote for approval: Cari Meyer, Kimberly Bligh, Lindsay Ono, Kathy Hairfield, David Koeth, Creighton Magers, Paula Parks, Elizabeth Rodacker, Brenda Nyagwachi, Judy Forbes, Tim Capehart, Qui Jimenez, Carol Smith, Mike Daniel, Mike Harvath, Megan Lonsinger, Miles Post, Victor Diaz, Brent Damron, Nick Strobel

Voice vote opposed: None

Abstentions: None

Motion Passed

D. Program Deactivations - m/s Brent Damron/Nick Strobel to approve program deactivations.

Plant Science Certificate of Achievement

Plant Science – Crops Emphasis AA

Plant Science – Crops Emphasis AS

Pre-Veterinary Medicine (option)

Voice vote for approval: Cari Meyer, Kimberly Bligh, Lindsay Ono, Kathy Hairfield, David Koeth, Creighton Magers, Paula Parks, Elizabeth Rodacker, Brenda Nyagwachi, Judy Forbes, Tim Capehart, Qui Jimenez, Carol Smith, Mike Daniel, Mike Harvath, Megan Lonsinger, Miles Post, Victor Diaz, Brent Damron, Nick Strobel

Voice vote opposed: None

Abstentions: None

Motion Passed

XI. Adjournment

Billie Jo adjourned the meeting at 3:50 pm.

Respectfully submitted,

Sharon Bush

Academic Services Assistant