MINUTES
CURRICULUM COMMITTEE
Meeting Location: Room LB 204 – 1:30 p.m. to 3:40 p.m.
Meeting date: Tuesday, May 20, 2008

Present: Dana Hester – Academic Senate President
Kim Holland – Director of Vocational Education
David Kary – Faculty/ June 2009 / Interim Chair
Dennis Korn for James Lancaster – Faculty / June 2008
Stephen Lindsey – Dean of Business and Distance Education
Carolyn Perry – Faculty / June 2008
Michelle Plug – Articulation Officer
Rebecca Rudd – Faculty / June 2010
Barbara Rugeley – Librarian
Mohamad Trad – Faculty / June 2008
Gailynn White – Faculty / June 2010
Jody Wise – Dean/Athletic Director
Cliff Wurst – Faculty/ June 2008

Guests: Nathan Armstrong – Aide / Fine and Performing Arts
Mark Gunderson – Faculty / Language Arts

Absent: Douglas Austin – Faculty/ June 2008
Patrick Borja – Faculty / June 2009
Debby Bowman – Faculty / June 2008
Maia Greenwell Cunningham – Curriculum Chair / June 2010
Wanda Cunnyingham – Dean of Continuing and Contract Education
Dyane Duffy – Faculty/June 2009
Roberta Eisel – SLO and Assessment Coordinator
Albert Graciano – Faculty/ June 2008
Irene Malmgren – Vice President of Instruction
Robin McBurney – Faculty/ June 2008
David Overly – Faculty/ June 2008
Andrew Cress – ASCC Student Representative
I. APPROVAL OF MINUTES

The Curriculum Committee meeting minutes of May 13, 2008 were approved.

II. CURRICULUM

1. NEW COURSES

None

2. COURSE CHANGES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 230</td>
<td>Advanced Painting</td>
<td>Course # change and update SLOs – M/S/P</td>
</tr>
<tr>
<td>BUS 152</td>
<td>Business Communications</td>
<td>Update course and catalog Descriptions, update course Content to comply with SLO Format, add D.E. as a method Of instruction and supply D.E. data, and update textbook. – M/S/P</td>
</tr>
<tr>
<td>MUS 120</td>
<td>Opera Workshop</td>
<td>Course outline update– M/S/P</td>
</tr>
<tr>
<td>PE 141</td>
<td>Lifeguard Training</td>
<td>Adjust load hours and transfer Existing SLOs into CurricUNET. – M/S/P</td>
</tr>
<tr>
<td>PE 144</td>
<td>Water Safety Instructor</td>
<td>Adjust load and bring existing SLOs into CurricUNET– M/S/P</td>
</tr>
<tr>
<td>READ 99</td>
<td>Reading Skills</td>
<td>Updating prerequisite, textbook and Supplementary readings, and course Descriptions– M/S/P</td>
</tr>
<tr>
<td>THEA 130</td>
<td>Introduction to Theatrical Scenery</td>
<td>Update SLOs, and course title change– M/S/P</td>
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### 3. COURSE DROPS

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Description</th>
<th>Approval Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSIS 160</td>
<td>Web Design Using FrontPage</td>
<td>Course will no longer be offered. Technology has changed, and Topics previously covered in this Course are now adequately covered in CSIS 168. – M/S/P</td>
<td></td>
</tr>
<tr>
<td>CSIS 176</td>
<td>Programming in Microsoft Access and Visual Basic Applications</td>
<td>Course has not been offered in over 5 years, with no plans to offer it in the future. – M/S/P</td>
<td></td>
</tr>
<tr>
<td>CSIS 180</td>
<td>Business Drawings and Diagrams Using Visio</td>
<td>Course has not been offered in over 5 years, with no plans to offer it in the future. – M/S/P</td>
<td></td>
</tr>
<tr>
<td>CSIS 181</td>
<td>Introduction to Microsoft Project Management</td>
<td>Course has not been offered in over 5 years, with no plans to offer it in the future. – M/S/P</td>
<td></td>
</tr>
<tr>
<td>CSIS 185</td>
<td>Web Application Development Using Scripts</td>
<td>Course has not been offered in over 5 years, with no plans to offer it in the future. – M/S/P</td>
<td></td>
</tr>
<tr>
<td>CSIS 238</td>
<td>Systems Analysis and Design</td>
<td>Course has not been offered in over 5 years, with no plans to offer it in the future. – M/S/P</td>
<td></td>
</tr>
<tr>
<td>ENGR 105</td>
<td>Visual Basic for Networking</td>
<td>Course no longer offered. – M/S/P</td>
<td></td>
</tr>
<tr>
<td>ENGR 106</td>
<td>Visual Basic Projects</td>
<td>Course no longer offered. – M/S/P</td>
<td></td>
</tr>
<tr>
<td>PE 180</td>
<td>Sports Officiating - Fall Sports II</td>
<td>Class was deleted by Curriculum Committee in a previous year, but Deletion was not uploaded to CurricUNET. – M/S/P</td>
<td></td>
</tr>
</tbody>
</table>

### III. Certificate/Degree Approvals

1. **NEW - PROGRAMS/CERTIFICATES/SKILL AWARD APPROVALS**
   
   None

2. **CHANGES - PROGRAMS/CERTIFICATES/SKILL AWARD APPROVALS**
   
   ART - CRT (Digital and Web Design) – M/S/P
IV. DISCUSSION

**AA/AS Degrees**

The Academic Senate is seeking a recommendation from the Curriculum Committee on our philosophy and definition of AA and AS degrees. Would we like to define an AS degree as containing more science and technology and an AA degree as more liberal arts oriented? Or another option would be to define one degree as more occupational and another as more transferrable. Our Interim Chair David Kary has asked for more discussion and feedback from the department levels concerning our philosophy and definition.

**CurricUNET/SLO Assessment**

The Curriculum Committee will be giving some thought as to how we can best use CurricUNET to assist us with the SLO assessment process. It would be helpful if we could tie the SLO assessment side to CurricUNET by including a mechanism that would provide quantitative data.

Our campus HotShots group is currently developing a proposal for using CurricUNET for SLO assessment.

Further ideas and discussions to follow.

**Rescheduled Technical Review and Curriculum Committee Meetings**

The May 22 Technical Review Committee meeting has been rescheduled to May 29, 2008 so that classes may be moved through the committee in time to move to the full Curriculum Committee meeting on June 3. Faculty have been asked to help out with the review of these courses.

**General Education Philosophy and Courses**

The Accreditation Committee will be seeking a statement from the Curriculum Committee on our philosophy and definition of our General Education pattern and the courses which comprise our general education program, as well as the process that we used to determine our philosophy. Upon completion, the Curriculum Committee will have to submit a written statement to the Academic Senate.
Certificates Approval Process

During the discussion regarding the Digital and Web Design certificate, Curriculum Committee members noted that during the review of certificates, we will also need to be aware of the employment situation for new certificate proposals.

Further discussion of the Digital and Web Design certificate SLO’s resulted in the consensus that in addition to the approach taken for this certificate, other models for designing SLO’s would work as well at the degree/certificate level.

Textbook Changes

Faculty who wish to make textbook changes only, are asked to forward an email to kbueno@citruscollege.edu with your textbook information.

CurricUNET/Fixes

- We would like the rationale box added to the program SLOs, as well as reversing the order of the display so that the outcome appears first and the assessment last.
- When modifications to certificates are proposed, faculty would like to be alerted and upon approval, required forms would be generated from CurricUNET.
- When changes to certificates are proposed, we would like to see a document that displays all the revisions.
- We would like to see a flowchart for certificates.

V. MEETING ADJOURNED

The meeting was adjourned at 2:55 p.m.