

Curriculum Advisory Committee
Meeting minutes

DATE: February 3, 2021 LOCATION: Virtual Meeting Via Zoom @ 3:00 pm - 5:00 pm			
<u>Attendees:</u>			
✓	Richard Abend, ESL → Voting Member	✓	Vanessa Lord, Life Science → voting member
	Diane Boynton, Acting Dean of Instruction -- Liberal Arts	✓	Laura Loop, Nursing → voting member
	Judy Cutting, Dean of Instruction -- CTE	✓	Gamble Madsen, Chair/Creative Arts → voting member
✓	Bill Easton, Library → voting member	✓	Erin O'Hare, Kinesiology, → voting member
	Keith Eubanks, Humanities → voting member	✓	Beth Penney, Basic Skills/Humanities → voting member
✓	He Seon Ihn, Articulation Officer → voting member	✓	David Seagal, Business & Technology → voting member
✓	Lynn Iwamoto, Physical Sciences → voting member	✓	Vincent van Joolen, Dean of Instruction --- Stem
✓	LaRon Johnson, Counselling/Student Services → voting member	✓	Rachel Whitworth, Social Sciences → voting member
✓	Kim Kingswold, Curriculum/Catalog Technician	✓	John Skellenger, Academic Affairs Coordinator
✓	Jon Knolle, Interim VP of Academic Affairs		John Baek, Student Representative
	Guests		
✓	Kendra Cabrera	✓	Jared Turner
✓	Dawn Rae Davie	✓	Carrie Ballard
✓	Jennifer Taylor	✓	Lauren Blachard

Meeting Chaired by: Gamble Madsen
 Notes Submitted by: John Skellenger

Guests:

Agenda Item	Action
Call to Order	3:05 pm
Announcements	
n/a	
Approval of February 3, 2021 Agenda	Motion to recommend: Rachel Seconded: Beth CAC Committee Voted: Aye
Approval of January 19, 2021 Minutes	Motion to recommend: Richard Seconded: Laura CAC Committee Voted: Aye
Consent Agenda (effective Fall 2021)	
<ul style="list-style-type: none"> - Additional revisions to the HIST AA-T and MUSI AA-T to assure compliance with TMC templates (CAC approved initial revisions in 2020) - Additional revisions to the objectives of the following course revisions, to align with CSU <ul style="list-style-type: none"> Area F: ETNC 4, ETNC 5, ETNC 6, ETNC 10, ETNC/POLS 16, ETNC/POLS 18, ETNC/HIST 23, ETNC/HIST 24, ETNC/HIST 25, SOCI/ETNC 13 (including revision to align with SOCI approved 10/28/2020), SOCI/ETNC 14 	Motion to recommend: Beth Seconded: Bill CAC Committee Voted: Aye Tabled the revisions to Chemistry and Physics AS-UCT Program Descriptions allowing for time to adjust verbiage. Tabled to have both DRAF and INTD courses deleted at the same time.

<p>- (<i>Tabled</i>) Revisions to Chemistry and Physics AS-UCT Program Descriptions - (<i>Tabled</i>) Deletions: DRAF 70, 72A, 73 DRAF 70 - advisory to INTD courses. Both DRAF & INTD were agreed to be discontinued, per V. van Joolen. All course and program deletion proposals should be reviewed and approved together.</p>		
Action Agenda		
DE addenda (only) effective retroactively Fall 2020		
FASH 61 (Garment Construction I)	DE Revision	Motion to recommend DE: Bil Seconded: Beth CAC Committee Voted: Aye
FASH 68 (Flat Pattern Design I)	DE Revision	
FASH 80 (Textile Design)	DE Revision	
Courses and Programs (DE effective Fall 2020 retroactive, Other Approvals effective Fall 2021)		
DNTL 112 (Office Management)	DE Revision	Motion to recommend: Laura Seconded: Beth CAC Committee Voted: Aye Approved, pending any needed revision to outcomes or objectives language. Motion to recommend DE: Bill Seconded: Rachel CAC Committee Voted: Aye Motion to recommend PreReq

		(DNTL 100): Lynn Seconded: Beth CAC Committee Voted: Aye
Dental Assisting Certificate of Achievement	Revision Updated course block to add revised DNTL 112.	Motion to recommend: Lynn Seconded: Beth CAC Committee Voted: Aye
Dental Assisting Associate in Science	Revision Updated course block to add revised DNTL 112.	
LETP 242 (Peace Officer Association Training)	Revision Further revision needed to the hours and units page.	Motion to recommend: Lynn Seconded: Gamble CAC Committee Voted: Aye Approved, pending correcting the units/hours page.
SPAN 90 (Independent Study)	DE Revision Provide examples of assignments.	Motion to recommend: Beth Seconded: Lynn CAC Committee Voted: Aye Motion to recommend DE: Rachel Seconded: Bill CAC Committee Voted: Aye

Discussion Agenda

Cross-listed courses: Develop a policy related to rationale, management in collaboration with the Academic Senate

Cross-listed Courses Discussion: Gamble opened the discussion by asking if there was a statement of policy about cross-listed courses. Who has the rights to align the courses and then who has the rights to separate the courses? It was explained that MPC has used cross-listed courses since the 1960s when Women's Studies and Ethnic Studies were new disciplines. Outside of MPC, many newer disciplines were cross-listed with more established disciplines like history and/or political science. Women's Studies and Ethnic Studies have both grown and may not need to be cross-listed any longer.

Typically there is shared ownership of the course once the faculty have deemed it an appropriate relationship. Changes are made after consulting and talking through the changes with faculty from both disciplines. As courses grow and outcomes and objectives change, the joint status of the courses may no longer be suitable for cross-listing. With a spirit of collegiality, there should be an open discussion between the disciplines and that is not always easy. The state academic senate states that decisions about the course should be made in concert with the both parent and child disciplines. At MPC, there are a variety of understandings of the parent/child relationship. In some cases the decision of parent and child was arbitrary, not taking into consideration that one would be considered the "parent" or "in charge." Owners or parents will need to be clarified, but that doesn't negate the need for a discussion between the disciplines. Our new curriculum system is in development and should be implemented in the fall of 2021. This new system handles cross-listed courses differently and it will be easier to maintain both courses.

Three basic questions to develop guidelines around:

- How to start a cross-listed course?
- How to revise/weigh in on revisions to keep in the spirit of both disciplines?
- How to unmarry the courses as things change?

MPC GE Standards:

- Revise Area B language to recognize required Lab component
- Area E2 was revised in 2019 and now requires all courses in that area to be reviewed again

Area B Discussion: On the GE sheet it is clear that a lab is required for area B. The written document of standards does not indicate the same requirement. Language for this was previously discussed, but may not have been formally written and as such was not documented or included in the catalog. Gamble will research and bring the revised language to the next meeting for review. Confirmation of discussion and CAC approval for revised MPC GE Area B language on May 1, 2019 to include lab requirement offered just before the conclusion of the meeting (RW, BP).

Area E2 Discussion: Area E2 Courses will be reviewed this spring. It was supposed to be done in spring in 2020, but was put on hold due to the pandemic. He Seon will include the list with the GER agenda.