



COMMITTEE ON CURRICULUM & INSTRUCTION

Minutes – September 3, 2021, 10:00 am – 12:00 pm

Confer ZOOM

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order (1 minute)

The meeting was called to order at 10:02 am by committee chairperson E. Vasquez.

II. Roll Call (1 minute)

Members Present – Eduardo Vasquez, Lilia Franco, Jennafer Worland, Rodolfo Duque, Andrew Rehfeld, Kyri Freeman, Jaime Rodriguez, Apineru Lealofi

Members Absent – Bret Sage, Elsa Greenlee

Guests – Jessica Tainatongo, Christa Banton, Emily Garrison, Jennifer Rodden, Tim Botengan, Tanesha Young, Susan Nylander, James Lee

III. Approval of Agenda (1 minute)

A motion was made and then seconded to approve the 9/3/2021 agenda. 1st – J. Worland / 2nd – J. Rodriguez (8, 0, 0)

IV. Approval of Minutes

A motion was made and then seconded to approve the minutes from the 5/7/2021 meeting. 1st – L. Franco / 2nd – J. Worland (8, 0, 0)

V. Opportunities to Address the Committee (2 minutes each)

None.

VI. Reports (2 minutes each)

a. Curriculum Committee Chair – Eduardo Vasquez

E. Vasquez reported to the group that the Curriculum Chair has attended the Curriculum Institute and learned about incoming legislation in regard to a common course numbering system AB-1111 and a singular general educational pattern for both CSUs and UCs, AB-928.

The Curriculum Chair has also conducted the curriculum committee training last week and is waiting for the Annual Certification Approval Policy.

The call for routine peer reviewers will go out this Friday (9/3) with a one-week application period.

Lastly, the Curriculum Chair will serve in the Statewide ASCCC Transfer, Articulation, and Student Services Committee and has been elected President elect for the Barstow Community College Academic Senate.

b. Vice President, Academic Affairs – Tim Botengan

Vice President Botengan reminded the group that the primary purpose of the Curriculum Committee is the review and recommendation of curriculum to be approved by the Board of Trustees, so this committee is critically important because the “heart” of any learning institution is curriculum. Learning institutions such as ours cannot exist without curriculum. Curriculum however, does not exist in a bubble. As the “heart” of a learning institute, it must also co-exist with other components of the learning institution. It must interact with Student Services, which provides financial services, advisement, counseling, and other services to our students. It must integrate with academic support services, which provides tutoring, library services, basic technical help, learning resources assistance, and other academic supports to

our students. Curriculum is affected by and must respond to the needs of the students it serves.

I know you've heard Eduardo say this many times, but as a California Community College, we are also part of a larger system, the California Community Colleges, which is made up of 116 community colleges. This is why we see a lot of initiatives and directions from the Chancellor's Office that we follow... again, in response to the needs of students. Initiatives such as AB-705, which we have embraced and adopted, and already have had great success in. Also, Guided Pathways, which is a framework that "creates a highly structured approach to student success that provides all students with a set of clear course-taking patterns to promote better enrollment decisions and prepare students for future success." And, as Eduardo has just mentioned, other initiatives and legislations will be coming soon.

Every time there are changes or developments around the world, the school curriculum is affected and it must respond to these changes. We have all been affected by the pandemic. It has made fundamental changes in the way we work and the way we live. It has also made fundamental changes to education that we, as a community college, must respond and adapt to. More than ever, the work of this Curriculum Committee is critically important. I look forward to working with all of you on the Curriculum Committee, as we respond and adapt to the pandemic and post-pandemic environment.

c. Vice President, Student Services – Herbert English
Absent.

d. Dean of Instruction, Academic Support & Online Learning – Dr. Jennifer Rodden
No formal report.

e. Dean of Instruction, Economic & Workforce Development – Dr. Crystal Nasio
James Lee, in place of Dean Nasio, reported to the group that the CTE non-credit courses and programs that were approved through the curriculum committee last year. All three programs are being actively promoted in the community. Promotions have been made locally by members of the CTE staff to put the word out there. Currently working with local high school students to enroll them into the non-credit courses. Also have meetings set up for nearby high schools to do the same to try and duplicate these efforts elsewhere. The CTE complex on campus is on schedule for Phase I to be completed by January 2022; Phase II is scheduled for March.

f. Articulation Officer – Jaime Rodriguez
J. Rodriguez reported to the group that the UC TCA (UC Transferable Course agreements) are the baseline for establishing transferability of community college courses to the UC system. It requires all changes to be updated in ASSIST as well as making individual submissions by BCC's deadline of July 25. This year there were 36 total courses submitted (12 considered new) and all were approved.
Five Math courses were conditionally approved by C-ID; the math faculty are currently working on revisions. MATH 9 was C-ID approved as well as CBIS 13 and ACCT 4 over the summer.

g. OAC Chair – Penny Shreve
Absent.

VII. Unfinished Business

None.

VIII. New Business

a. eLumen Update

E. Vasquez would like to start using eLumen. The idea is that as courses/programs are submitted to the curriculum email, they will be asked to use eLumen so that this process can get started.

b. AP 4240 - Academic Renewal (*Discussion*) Eduardo Vasquez

E. Vasquez presented AP 4240 to the group. Would like to revise the substandard work section to only read an F or NC/NP. Currently if a student receives a grade of 'D' they are not allowed to receive an academic renewal. Will also need to get the newest version into the catalog as it currently has an outdated version.

c. AP 4020 – Program and Curriculum Development (*Discussion*) Eduardo Vasquez

E. Vasquez shared AP 4020 with the group. Last reviewed in 2012 but want to ensure everything is up to date.

d. AP 4050 - Articulation: Course-to-Course/Lower-Division Major Agreements (*Discussion*) Eduardo Vasquez

AP 4050 presented to the group. E. Vasquez will be working very closely with the Articulation Officer, Jaime Rodriguez to ensure the AP is up to date as the last update was completed in 2012.

e. CSU GE Pattern – Area F (*Discussion*) Eduardo Vasquez

Area F of the CSU GE Pattern is already included in the CSU GE in the catalog. Students will be expected to take the Ethnic Studies course and we are one of the few in the area to offer this course. A few other courses have also now been developed to satisfy this requirement. This will most likely be effective in the fall term of 2022.

f. Local GE Pattern – Ethnic Studies Requirement (*Discussion*) Eduardo Vasquez

E. Vasquez asked the group to please be mindful of textbooks as the cost can sometimes offset the student and asked that OER be considered when at all possible. Would like the curriculum to remain equity-focused. Make sure that students aren't disproportionately impacted when listing requisites to ensure they do not create undue barriers for students. Ensure that the title and course descriptions include language that are inclusive and relevant to the students.

g. Routine Peer Review (*Discussion*) Eduardo Vasquez

E. Vasquez will reach out today, 9/3, and then close this by next Sunday, 9/12. The training will take place the following Monday, 9/13.

IX. Announcements (2 minutes each)

E. Vasquez asked the group if moving the meeting to Thursday at 3:00 pm would work for everyone. A poll will be sent out to the group to determine if that will work.

X. Future Agenda Items

a. Developing Certificate of Achievements for the CSU GE and IGETC Breadth

XI. Next Regular Meeting

a. TBA

E. Vasquez would like to see the meetings follow Academic Senate.

XII. Adjournment

A motion was made and then seconded to adjourn the meeting. 1st – L. Franco / 2nd – J. Rodriguez. The meeting was adjourned at 10:52 am by committee chairperson E. Vasquez.