



## COMMITTEE ON CURRICULUM & INSTRUCTION

Minutes – October 1, 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 10:01 am by chairperson E. Vasquez.

**II. Roll Call** (1 minute)

**Members Present** – Eduardo Vasquez, Lilia Franco, Jaime Rodriguez, Bret Sage, Rodolfo Duque, Kyri Freeman, Jennafer Worland, Andrew Rehfeld (joined at 10:20 am), Elsa Greenlee (joined at 10:22 am)

**Members Absent** – Apineru Lealofi

**Guests** – Jessica Tainatongo, Sona Vartanian, Heather Brang, Dr. Crystal Nasio, Dr. Jennifer Rodden

**III. Approval of Agenda** (1 minute)

A motion was made and then seconded to approve the agenda. 1<sup>st</sup> – J. Worland / 2<sup>nd</sup> – L. Franco (7, 0, 0)

**IV. Approval of Minutes**

A motion was made and then seconded to approve the minutes from the 9/17/2021 Curriculum Committee Meeting. 1<sup>st</sup> – J. Rodriguez / 2<sup>nd</sup> – L. Franco (7, 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 Communication Studies and Math ADT have been developed to be fully online and fully OER. Training was provided for routine peer reviews and routine peer reviews were started for the year. E. Vasquez also worked with faculty members on revising programs and courses as well as assisted OAC with program mapping.

**b. Vice President, Academic Affairs** – Tim Botengan  
Absent.

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

**d. Dean of Instruction, Academic Support & Online Learning** – Dr. Jennifer Rodden  
Dean Rodden reported to the group that so far, the Program Review Subcommittee (PRSC) has received 19 out of 36 Program Review drafts (both instructional and non-instructional). The Committee met on Monday, Sept. 27 and provided Program Review feedback on several drafts. Friendly reminder: Final drafts are due by the end of today (Friday, October 1st). Thank you to everyone involved in this process.

**e. Dean of Instruction, Economic & Workforce Development** – Dr. Crystal Nasio  
Dean Nasio reported to the group that dual enrollment for high school students in CTE courses is about 450 students (from Barstow High school) and started these courses in

September. Hoping to get Silver Valley and Barstow alternative schools to start in November and working with Baker High School to get them started in January. Looking at starting first custom build non-credit course and is specifically for those on probation. Denise Pasley is building the curriculum for these courses and training other faculty to teach the non-credit courses. Dean Nasio let the group know that any faculty member can teach these dual-enrollment courses and that they're being offered fully online.

Dean Nasio is currently at a conference and will bring back information to share with the group.

**f. Articulation Officer** – Jaime Rodriguez

J. Rodriguez reported to the group that she attended a webinar on C-IDs updated version as well as the CIAC (California Intersegmental Articulation Council) Region 9 meeting which included a lot of good conversation. She also attended an AO GE Review webinar put on by the CSUCO which included a lot of discussion on Ethnic Studies.

J. Rodriguez will be attending the first IGETC Ethnic Studies Submission & Review workgroup meeting next week to collaborate on recommendations that will inform UC's workflow as plans for potential shared reviews of IGETC ethnic studies subject area submissions.

**g. OAC Chairs** – Penny Shreve

J. Worland reported to the group (in P. Shreve's absence) that mapping training and outreach have received good responses but are not completed yet. There are currently 28 programs going through program review of which 15 have been mapped and sent to the research office. Of the 13 that are not mapped, four are in process (working with faculty lead) and there are still three that have no full-time faculty in the department. There are two programs that are larger, overarching local degrees with several disciplines. Not all of these disciplines have a lead, full-time faculty. For now, these are deemed complete once all full-time disciplines are mapped.

There are 51 programs that are not going through program review this year. Of those 51 programs, 20 have been mapped and sent to the research office. Of the 33 unmapped programs, six are in progress (working with faculty lead) and 14 have no full-time lead. All full-time faculty were sent information on the need for mapping and the help that is available. In addition, deans have been apprised of the progress.

OAC will continue to offer help with mapping. There are four members who have stepped up and have moderated Mapping Open Houses and worked with faculty one-on-one. A special thanks to Denise Pasley, Jennafer Worland, Eduardo Vasquez, and Susan Nylander. OAC has also requested time in faculty meetings for future work in larger mappings like in GE programs.

**VII. Consent Agenda from 9/17/2021 Tech Review (Action)**

A motion was made and then seconded to approve the consent agenda. 1<sup>st</sup> - J. Rodriguez / 2<sup>nd</sup> - J. Worland (8, 0, 1) K. Freeman not present for the vote. **Move to Board of Trustees agenda.**

Sona Vartanian objected to the math courses being approved at this time as she is not listed as the faculty author.

**VIII. New Business**

**a. AP 4240 - Academic Renewal (Action) 1<sup>st</sup> Read**

A motion was made and then seconded for the 1<sup>st</sup> read of AP 4240. 1<sup>st</sup> - J. Rodriguez / 2<sup>nd</sup> - L. Franco (8, 0, 1) B. Sage not present for the vote. **Move to 2<sup>nd</sup> read at the 10/29/2021 Curriculum Committee Meeting.**

E. Vasquez will update the language on number 5 of AP 4240 to clarify the procedure

before bringing back for the 2<sup>nd</sup> read.

**b. AP 4020 – Program and Curriculum Development (Action) 1<sup>st</sup> Read**

A motion was made and then seconded for the 1<sup>st</sup> read of AP 4020. 1<sup>st</sup> – L. Franco / 2<sup>nd</sup> – J. Worland (9, 0, 0). **Move to 2<sup>nd</sup> read at the 10/29/2021 Curriculum Committee Meeting.**

**c. AP 4050 - Articulation: Course-to-Course/Lower-Division Major Agreements**

*(Action)* 1<sup>st</sup> Read

A motion was made and then seconded for the 1<sup>st</sup> read of AP 4050. 1<sup>st</sup> – J. Rodriguez / 2<sup>nd</sup> – J. Worland (9, 0, 0). **Move to 2<sup>nd</sup> read at the 10/29/2021 Curriculum Committee Meeting.**

**d. 2020-2021 Committee Effectiveness Survey (Discussion) Eduardo Vasquez**

E. Vasquez shared the results of the 2020-2021 Committee Effectiveness Survey to the group that was provided by the Office of Institutional Research (attached). Would like to discuss a better way to disseminate information to other groups in a more effective manner as well as look at the mission statement.

**e. Committee Membership 2021-2022 (Discussion) Eduardo Vasquez**

E. Vasquez shared the committee membership with the group (attached). Would like to update the voting seats to more generic terms instead of being specific to Guided Pathways. E. Vasquez would also like to add the Vice President of Student Services, Herbert English, and the Dean of Counseling, Tanisha Young, to the Non-Voting Advisory and remove the Director of Instructional Technology & Online Learning (possibly) and add the Admissions and Records Evaluator, Tannessa Tinley.

**IX. Announcements (2 minutes each)**

None.

**X. Future Agenda Items**

- a. Curriculum Committee Mission Statement
- b. How to disseminate information to the different groups on campus

**XI. Next Regular Meeting**

- a. October 29, 2021

**XII. Adjournment**

A motion was made and then seconded to adjourn the meeting 1<sup>st</sup> – J. Rodriguez / 2<sup>nd</sup> – J. Worland. The meeting was adjourned at 11:08 am by chairperson E. Vasquez.