



Academic Senate for California Community Colleges

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Curriculum Committee

August 29, 2018

3:30 pm – 4:45 pm

ConferZoom

PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/247143855>

Or Telephone:

Dial:

+1 646 876 9923 (US Toll)

+1 669 900 6833 (US Toll)

Meeting ID: 247-143-855

MINUTES

Members Present: Ginni May (Chair), Carrie Roberson (2nd), Nili Kirschner, Donna Necke, Eric Wada, Jamar London, Stephanie Curry, Aimee Tran, Karen Daar (CIO)

Members Absent:

Guests:

1. Select note taker – Aimee Tran, Saddleback College
2. Approval of Agenda - Approved with no changes by consensus
3. Approval of minutes – no previous minutes
Minutes will be approved by email. Draft minutes will be distributed. Committee members will send corrections/clarifications to Ginni, who will send out final draft minutes for approval.
4. Announcements
On agenda for future announcements from any committee member – nothing today.
5. Committee Overview – <https://asccc.org/directory/curriculum-committee>
The Curriculum Committee is charged to make recommendations to the Executive Committee on issues related to the development, review, implementation, and assessment of all aspects of curriculum both at the college and state level. The committee distributes information through institutes and other forms of professional development, the website, and listservs, as well as senate publications. Under the direction of the president, the chair and/or members of the Curriculum Committee provide technical assistance to local college curriculum committees, academic senates, and the faculty in general. Note: Resolution 15.03 S94 charged the Senate with appointing a library science member and noted past recommendations to the Senate to appoint a counselor, articulation officer, vocational education and basic skills faculty.

Membership of this committee includes a Chief Instructional Officer (CIO) appointed by the California Community Colleges Chief Instructional Officers organization (<http://www.ccccio.org/>)

Notes: Members of this committee also assist with the planning of the Curriculum Institute.

New and returning members on our committee.

Note – Questions from the field regarding curriculum may come to you. It is best to send questions to Ginni or info@asccc.org to provide a consistent response.

Ginni was asked to explain about some of the other groups addressing curricular issues:

- 5C – California Community Colleges Curriculum Committee – at the CCCCCO
 - Ginni- Co-chair with Virginia Guleff, CIO Butte College
 - Representatives include: ASCCC, CCCCIO, CCCAOE, Classified, ACCE, CTE, CO, COCI
 - 5C is the recommending body to the CO on curriculum
 - AB 705
 - AB 705 CO Implementation Team – provided guidance prior to Title 5 Regulations revision
 - ASCCC AB 705 Task Force
 - ASCCC Basic Skills and Non Credit Committees are doing some heavy lifting
6. Travel Reimbursement – asccc.org → resources → forms → Expense Reimbursement <https://asccc.org/sites/default/files/ASCCC%20Reimbursement%20TEST5%20km-ah.pdf>
- In-person meetings: 2 to 3 over the academic year, location is TBD, typically meetings are 10:00-3:00 but can vary depending on transportation schedules. Last year these meetings were at LA Valley College. Karen Daar offered to host again this year. Thank you, Karen!!
 - ASCCC will cover travel and lunch for meetings
 - Curriculum Institute – ASCCC registers committee members, arranges hotel, reimburse travel
 - Curriculum Regionals – ASCCC generally covers travel: members in the south go to the south regional meeting, members in the north go to the north regional meeting
7. Curriculum Regionals fall 2018
- a. Proposed dates – November 16/17 OR November 30/December 1
The committee supported the idea of having joint regional meetings with AB 705 on November 16/17. There are many overlapping issues and since faculty are so busy, this would help reduce some travel time.
 - b. Topic Ideas – Updates on COCI, Curriculum Approval Process; corequisite courses; mores...
COCI 2.0
Curriculum Approval Process – streamlining, changes to title 5 §55070: Certificate of Achievement lower units
Corequisite courses – strong theme, what is working/not working, best practice, implications with articulation (co/pre), noncredit,
Mirror courses – credit/noncredit, shuffling credit to noncredit

Open ended, roundtable, network, and discussion – current issues
Guidance on how to place student/research about alternative placement
Credit for Prior Learning – military credit, considering prior learning

8. Curriculum Institute

- a. July 10-13, 2019, Hyatt San Francisco Airport – **Mark your calendars!!!**
Wednesday is a pre-session
Institute ends Saturday by 12 noon, usually
- b. Travel
Shuttle from SFO
ASCCC covers registration, lodging, travel for committee members
- c. Dinner Wednesday night for committee members

9. Possible Resolutions for fall plenary session

Ginni gave a brief description of plenary sessions and the resolution process.

Plenary is generally for local senate executive committee members/delegates/interested parties; breakout/general sessions; Saturday is resolution voting.

Resolutions drive the work of the ASCCC!

- TMC processing/double counting - A. TRAN

10. Upcoming Events (<http://asccc.org/calendar/list/events>)

- Academic Academy – September 13-15, Embassy Suites by Hilton South SF Airport
All things Guided Pathways – chair is Carrie
Any faculty welcome- workshop style, do work while there and bring back to college
- Area Meetings – October 12 (A, B), October 13 (C, D)
Senate Presidents/Officers, Delegates attend – look at resolutions
- Fall Plenary Session – November 1-3, Irvine Marriott
- SLO Symposium – TBA (February 2019)

11. Future Meetings – at least two in-person, 1 or 2 per month via ConferZoom

- Fall In-person meeting: Friday, December 14, 2018 @ LA Valley College – real close to Burbank Airport
- Spring In-person meeting(s) (maybe 2): will determine during next meeting
- Phone meetings: Looking at Wednesdays at 4:00 pm, 4 Wednesdays are best, but could include 2nd or other Wednesdays as needed.

In your free time, read the items below.

Chair (Ginni) will send out email to confirm meetings, will wait to schedule spring meeting at later time.

12. Adjourn @ 4:43pm

Status of Previous Action Items

A. In Progress (include details about pending items such as resolutions, papers, *Rostrums*, etc.)

ASCCC Resolutions

- S18 17.03 [Reduce Course Enrollment Maximums as Needed to Satisfy New State Directives](#)
- F17 17.03 [Local Senate Purview Over Placement of Apprenticeship Courses Within Disciplines](#)
A Rostrum article should be developed in 2018-19 as a follow up to the article on Apprenticeship programs that was published in April 2018.
- F17 9.04 [Inclusion of Information Competency in College Institutional Learning Outcomes](#)
This should be addressed in the SLO paper 9.06 S16 that has been reassigned to Educational Policies.
- F17 7.05 [Student Accountability Model Codes - CB09 Revision](#)
A task force may be needed to address this resolution. Specific knowledge of how CB codes are used is needed to address these requirements and the 2018-19 curriculum committee may not have this level of expertise.
- S16 9.10 [Review and Reform of Curriculum and Instruction Regulations](#)
Title 5 changes are being handled at 5C. 2017 - 18: The Committee chair will provide an update on the progress of this resolutions to inform the field. 5C proposed revisions to regulations on credit certificates and cooperative work experience and those were approved by the BoG by July 2018.
- S16 9.12 [Prioritize Data Integrity](#)
The CO is undertaking a review of MIS and data tracking mechanisms. 2017 - 18: The ASCCC will explored how to participate in the discussion through possible appointments to groups. **Groups are being pulled together during September 2018 to address CB21 Coding.**
- F15 9.12 [Support Local Development of Curricular Pathways](#)
2017 - 18: Regional workshops will address variety of curricular pathways for local curriculum committees. Possible follow up via Rostrum article. Presentations at the 2018 Curriculum Regionals and the 2018 Curriculum Institute took place. **A Rostrum article may be needed in Fall 2018. With the Academic Academy in September 2018 and the work of the GP Task Force this resolution has been completed.**
- F10 9.01 [Developing a Reference Document for Curriculum](#)
2017 - 18: Curriculum Website can be updated using the modules in the PDC. In addition, the module will be reviewed by Curriculum Committee members to ensure it is in line with the streamlining curriculum changes. The Curriculum Committee members are reviewing the ASCCC Curriculum website and the Curriculum 101 PDC Modules. The hope is to have both updated to reflect the current PCAH and Title 5 regulations by the 2018 Curriculum Institute. **Follow up needed...**

Strong Workforce Recommendations						
Timeline	Goal	Current Positions	Action	ASCCC Committee Involvement		Comments
TBD	3. g. Enable and encourage faculty to develop applied English and math courses that meet both CTE and associate degree requirements.		Develop	Curriculum and Basic Skills	High	Numerous presentations at the Spring 16 Plenary and the 2016 Curriculum Institute focused on applied basic skills through the graduation requirements. 2017 - 18: The Curriculum committee chair to work with the president to determine if this is enough to satisfy this recommendation. The committee might work with English and math faculty to seek if there are other more tangible ways to implement this recommendation.
TBD	7. a. Create consistent mechanisms for improved regional engagement of business and industry in the curriculum development process	9.10 F11 Responding to Industry Needs	Develop	Curriculum CTE LC	High	2017 - 18: The committee chair to work with the CTELC committee chair and select SNs to identify how to address this recommendation and a timeline for implementation.
TBD	7. c. Create a process for the development of collaborative programs between colleges.	9.02 S13 Regional Conjoint Programs	Co-develop	Curriculum and SACC	High	2017 - 18: Curriculum to advise 5C as they develop guidelines. C-ID descriptors in

						CTE areas will also facilitate portability. The Curriculum chair will provide an update from 5C to advise the field of the progress made in this area.
TBD	7.d. Support faculty and colleges in developing and expanding the use of contract education to meet the dynamic needs of business and industry in an expedited manner.	11.02 F91 Contract Education 21.06 F99 Contract Education 6.01 S94 COIN/Economic Development Centers	Co-develop	Curriculum Ed Policies	High	2017 - 18: Ed Pol can touch on some of this in the paper on Educational Program Development. Curriculum and Ed. Pol to consult with the president to determine if this is the best solution to addressing this recommendation.
TBD	8. c. Identify and disseminate effective practices in local curricula adoption and revision processes and provide technical assistance for faculty and colleges. PRIORITY	9.08 F15 Evaluation of the Effectiveness of Local Curriculum Processes	Develop	Curriculum	High	The ASCCC has already began work in this area: paper developed, curriculum TA created jointly with the CIOs, and regional meetings held in fall 2017; 5C workgroup is working on the white paper. 2017 - 18: The Curriculum committee chair will provide an update from 5C to advise the field of the progress in this area.
TBD	9. a . Engage employers, workforce boards, economic development entities, and other workforce organizations with faculty in the program	7.05 S14 Research Tools for Program Review 13.02 F12 Redefinition of Student Success	Co-develop	CTE LC AAC Curriculum (EDAC)	High	2017 - 18: Committees chairs to recommend to the president how to implement this recommendation. Resolution 21.02 S12 should be

	development and review process	21.02 S12 CTE Program Review				part of this conversation.
TBD	9. b . Promote effective practices for program improvement (retooling) and program discontinuance based upon labor market data, student outcomes and input from students, faculty, college staff, employers, and workforce partners.		Develop	Ed Pol, AAC, and Curriculum	High	2017 - 18: Ed. Policies to lead the conversation. Committee chairs to recommend to the president how to implement this recommendation. Chairs might consider exploring the development of a PDC Module using the ASCCC paper on program discontinuance. The Ed Pol might also be able to touch on some of recommendation in the upcoming on Educational Program Development.
TBD	10. b . Disseminate effective practices for streamlining and improving processes for recognizing prior learning and work experience and awarding credits or advanced placement toward CTE pathways.		Develop	Noncredit, curriculum, and 5C	High	CO circulated a July 16, 2016, letter to CEOs, CIOs, CSSOs, and SP providing an advisory on Awarding College Credit for prior Military Experience. The RP Group also developed a brief on "Using Prior Learning Assessment to Advance Student Success". 2017 - 18: The

						committees should review these documents to determine if these two documents are sufficient. If they are, how should they be disseminated. If they are not, what other information is needed. Additionally, the chairs should lead this work.
TBD	11. B. Develop an interactive system where regional industry stakeholders can provide feedback to both validate and enhance the quality of CTE programs.		Co-develop	CTE LC Curriculum	High	2017 - 18: The committees chairs should discuss how/if this would/should this happen and make a recommendation to the president .
TBD	14d. Develop guidelines and training for CTE industry professionals who serve as on-site supervisors for work experience and internships.		Develop	Curriculum, S&P	High	2017 - 18: A task force will be created to develop the guidelines.

Papers/Rostrums

B. Completed (include a list of those items that have been completed as a way to build the end of year report).