



**CURRICULUM COMMITTEE
MEETING MINUTES**

Facilitator: Sean Moore – Curriculum Committee Chair

Recorder: Noemi Monterroso

Date: September 27, 2022 / Time: 2:00 p.m. - 3:30 p.m.

Location: Via Zoom—Meeting ID—982 8371 4972

Vision:

Compton College will be the leading institution of student learning and success in higher education.

Mission Statement:

Compton College is a welcoming and inclusive community where diverse students are supported to pursue and attain student success. Compton College provides solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for completion of programs of study, transition to a university, and securing living-wage employment.

Attendees: Sean Moore, Corina Diaz, Nathan Lopez, Sheri Berger, Maya Medina, Noemi Monterroso, David McPatchell, Hassan Elfarissi, Michael VanOverbeck, Shay Brown, Brad Conn, Tiffany Williams, Sahar Adabzadeh, Melain McIntosh, Charles Hobbs, Paul Flor, Don Mason, Jose Manuel Martinez, Lynell Wiggins

AGENDA:

1. Approval of Agenda: September 27, 2022

- **David McPatchell motioned to approve agenda. Nathan Lopez seconded. Approved**

2. Approval of Minutes: September 13, 2022

- **Shay Brown motioned to approve minutes. Michael VanOverbeck seconded. Approved**

3. Consent Agenda Items:

- **Don Mason motioned to approve Consent Agenda Items 3a-3d. Shay Brown seconded. Approved**

a) Course Inactivation: APHY 134 - Anatomy and Physiology I; APHY 135 - Anatomy and Physiology II; MATH 100 - Supervised Tutoring: Mathematics; and SOCI 120 - Introduction to Statistics and Data Analysis for the Behavioral Sciences.

b) CTE Two-Year Course Review; SLO Update; Distance Education EFOMA; and Textbook Update: COSM 101 - Introduction to Cosmetology Procedures; COSM 105 - Introduction to Cosmetology II; COSM 110 - Intermediate Cosmetology; COSM 114 - Advanced Cosmetology and Introduction to State Board Review; COSM 116 - Advanced Preparation for State Board Review; COSM 118 - Preparation for the State Board of Barbering and Cosmetology Practical Exam; COSM 125 - Cosmetology Applications; COSM 126 - Cosmetology Applications and Theory; and COSM 130 - Advanced Cosmetology Applications.

c) Conditions of Enrollment/Requisites Revision Update: COSM 105 - Introduction to Cosmetology II.

d) Course Description Update: COSM 116 - Advanced Preparation for State Board Review.

4. Potential Paralegal Program:

- **Hassan Elfarissi motioned to open discussion on Item 4. Charles Hobbs seconded.**

- a) Professor Sahar Adabzadeh – Provided presentation on potential Paralegal Studies Program that can get added to Compton College curriculum
- Paralegal Studies Certificate would be certified by American Bar Association. Earnings are great in these careers. It would also offer students an opportunity to earn a certificate through the American Bar Association and give students more of an understanding of law and legal environment to become legal advocates for themselves. Any feedback or thoughts on this proposal? Sahar has already talked to someone in the American Bar Association to discuss the requirements to be verified by that association.
 - Compton College could offer a Certificate and an AA in Paralegal Studies. This type of program is already being offered at other campuses. For example, El Camino College offers a similar program. While people are not required to have a certificate in Paralegal Studies to practice in the field, it is highly recommended and preferred by hiring firms.
 - Sample certificate/degree coursework was shared. It could require 33-35 major prep (21-22 required core + 12-13 elective major prep units), and at least 18 units general education
 - Course recommendation taken from research on other colleges programs and personal experience as an attorney on what hands on experience would be useful to know in the field
 - Corina Diaz: It's exciting to see things like this. Students would be very excited to pursue this certificate/degree as it could allow them to work right away. Regarding the course Introduction to Legal Technology. Would this course be sufficient to get students to work with Artificial Intelligence?
 - Sahar: Information in the course would primarily need to cover students experience as it related to legal environment and where technology is today. Will make sure to research more and make sure that course will cover AI as it relates to legal environment
 - Melain McIntosh: Is there an internship component? What does that pipeline look like? What support can we offer or how can we stand out from other colleges that offer a similar program?
 - Sahar: Would prefer students to secure internships and externships at a law firm. Sahar would feel comfortable reaching out to South Western Law School for partnerships. Can also reach out to legal community. Is interested in students securing internships and externships. Would like to teach Paralegal Studies courses more hands on (simulated law firm setting), especially since there might be some students that would not be able to secure an internship.
 - Corina D.: It would be a great idea to have a class specifically for an internship. A lot of our students do not have people to provide recommendation and it might make a difference in securing a job if the internships shows up on their transcripts
 - Sheri Berger: There are requirements for new programs that will be shared in the presentation today. Also, Academic Senate has been working on creating a list of prioritized programs to start at Compton College and Sahar might want to reach out to Minodora because Paralegal Studies was not part of the list that Senate forwarded in Spring 2022.

● **Michael VanOverbeck motioned to close discussion on Item 4. Shay Brown seconded.**

5. CCC Mandatory Training:

● **Michael VanOverbeck motioned to open Item 5. Hassan Elfarissi seconded.**

b) Vice President, Academic Affairs – Sheri Berger

- Training documents shared in chat.
- Sheri Berger reviewed Standards and Criteria for Courses and Programs and Title X regulations for Curriculum Committee (information can also be found in the Program and Course Approval Handbook)
- Paul Flor: For new programs, do they need to go through the Advisory Committee Recommendation **and** or **or** Regional Consortium Recommendation?
 - You need to do both for new programs
- Hassan Elfarissi: how many units are required for certificate?
 - State requirement: 8 units minimum, previously it was 18 units minimum
 - Most certificate should have a minimum of 16 units so students can be eligible for financial aid. Any certificates below 16 units will not qualify for financial aid
- Sean: In regard to SCFF (funding formula), how do certificates come into play?
 - Lynell Wiggins: The college does not get funding for more than one Certificate of Achievement earned per semester. We don't get additional points on the SCFF if students petition for multiple at the same time. It would be best for students to get stackable certificate/degrees instead of petitioning for all of them at the same time. For example, if there are different levels to a certificate that can eventually lead to an AA/AS, then students should be petitioning for certificates/degrees as they earn them throughout 3+ semesters
 - Sheri: College gets credit for the highest degree earned in the semester (i.e., AAT, AA/AS, Certificate of Achievement)
 - Sean: Recommended in a counseling that maybe there should be a board policy to auto award degrees/certificates.
 - Sheri B.: Conversations have been started regarding auto-awarding. Certificates may be the best to start with for auto-awarding since auto-awarding degrees might affect something in their financial aid.
 - Sheri B.: Another component of SCFF are students completing 9 CTE units in one year in same TOP code.
 - Sheri B.: 20% of SCFF funding is based on Need metric, which is the number of students that receive Pell, CA Promise Grant, and AB540 and if these students graduate, the degrees and certificates that are earned are refunded at a higher rate (Outcomes metric = 10%).

- **Michael VanOverbeck motioned to close Item 5. Shay Brown seconded.**

6. Reports:

c) Vice President, Academic Affairs- No Report

d) Curriculum Analyst – No Report

e) Articulation Officer – Melain McIntosh

- Regarding online labs for science courses. USC mentioned they would look at class schedule and if they saw any sections as hybrid, the students' application would be put on hold for further investigation
- AST Business Administration 2.0 – encourage students to complete the original AST Business Administration requirements by SP 2024. After SP 2024, CSU can determine to no longer make the pathway similar (changes transfer requirements)

- f) SLOC – Jose Manuel Martinez
 - o Working on creating the SLO schedule. Getting trained on eLumen to generate disaggregated reports to start looking at data; will train SLO coordinators for each division so they can do the same thing; reports to be provided to faculty to analyze data and make informed decisions to our curriculum/programs
- g) DEFC – No Report

7. Information Items:

- a) Fall 2022 Curriculum Open Labs scheduled from 12:00 p.m. – 2:00 p.m. on the following dates: 10-10-22; 10-18-22; 10-31-22; and 11-15-22. CCC Chair will Open call for CCC team members to assist the CCC chair.
- b) Next CCC meeting scheduled for 10-11-22.
- c) 9-13-22 and 9-27-22 CCC approved consent agenda items will be placed on the 10-6-22 AS agenda.

8. Discussion Items:

- a) Any discussion item(s) may be presented by any person in attendance.
 - a. Lynell Wiggins – Faculty member for Real Estate has moved program forward to acquire MLI from Center of Excellence. Now will be going to October LA Regional Consortium for program recommendation

**Michael VanOverbeck motioned to adjourn meeting at 3:15pm. Hassan Elfarissi seconded.
Approved**