

#### CURRICULUM COMMITTEE MEETING MINUTES

# Facilitator: Sean Moore – Curriculum Committee Chair/Recorder: Maya Medina / Time Keeper: Jasmine Phillips

#### Date: May 5, 2020 / Time: 2:00 p.m. - 3:30 p.m. / Location: Via Zoom

#### 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:** Don Mason\_x\_: Hoa Pham \_\_; Corina Diaz\_x\_; Sophie Tse\_x\_; Gerson Valle\_x\_; Hassan Elfarissi\_x\_; Brittany Olayele\_\_; Harvey Estrada\_x\_; Jasmine Phillips\_x\_; Susan Johnson\_x\_; Charles Hobbs\_\_; Abdirashid Yahye\_x\_; Abiodun Osanyinpeju\_\_; Theresa Barragan-Echeverria\_x\_; Sean Moore\_x\_; Maya Medina\_x\_; Nikki Williams\_\_; Benson Atkins\_x\_; Barbara Perez\_\_; Todd Kler\_x\_; and Melain McIntosh\_x\_; Roza Ekimyan\_x\_

#### AGENDA:

**CTO:** 2:06pm

- 1) Approve of Meeting Method: meeting being held remotely via Zoom.
- 2) Approval of Agenda: May 5, 2020: C. Diaz moved to approve. H. Estrada seconded. M/S/P- Approved
- 3) Approval of Minutes: April 21, 2020.: T. Kler moved to approve. J. Phillips seconded. M/S/P- Approved

# 4) Reports:

- a) Vice President (vacant)
- b) Curriculum Analyst- No report
- c) Articulation Officer- M. McIntosh- An update from Assist is they want all curriculum changes that will be effective Fall 2020 to be input into the system by May 15, 2020. Distance education and mode of delivery is not something that effects articulation.
- **d)** Distance Education- J. Phillips noted that courses are getting through the DE review process. She will speak to other related items on the agenda.
- e) SLO Coordinator- S. Johnson- Currently working to find a new, more user-friendly software. She is meeting with a vendor this week. Real progress with vetting will not be made until at least the fall. Open lab workshops are scheduled after the meeting starting at 3:30pm.
- f) Curriculum Committee Chair: Refer to Information Items.

# 5) Information Items: S. Moore

a) Future scheduled Flex approved Curriculum, SLO, and DE Addendum Open Lab Workshop dates: May 5, 2020 from 3:30 p.m. – 5:30 p.m. (Location Via Zoom).

- S. Moore called for motion to delete agenda item 5b.; it is duplicated as 5d in Information Items.
  C. Hobbs moved to approve change. T. Barragan-Echeverria seconded. M/S/P
- b) Update on Handbook and Curriqunet Training Resources Workgroups- S. Moore- He along with other members S. Johnson, J. Phillips, C. Hobbs, M. Medina and C. Diaz had a Zoom meeting on May 4, 2020 and made effective changes to help expedite the curriculum approval process. Recommendations will be discussed further in the meeting with the committee.
- c) Update from Curriculum Committee representatives, including our Student Representative; voting members, non-voting members, and visitors.
  - i) B. Atkins- As a follow up from the last meeting, he was glad to hear that the journalism class will be offered in the fall. He shared that a student shared with him she had to finish taking courses at another college because they were not being offered at Compton. He has asked students to email and inform him of the classes they need to complete their programs and are not being offered so he can help. He thanked to committee for allowing him to speak on behalf of the students.
- **d)** Distance Education Addendum Subcommittee has reviewed and approved the DE Addenda for the following courses on April 23, 2020: CIS 140, CIS 141, CIS 190, CIS 191, ESL 5, ESL 6, ESL 103, ESL 104, LIBR 101, PE 275, PE 280, PE 290, PSYCH 101H

# 6) Discussion Items:

# a) Course Offerings- S. Moore

Summer 93 Courses Offered 46 DE Approved 47 Non-DE Approved <u>Fall</u> 238 Courses Offered 90 DE Approved 148 Courses Non-De Approved (Including 1 Hybrid CHEM-102 and Courses identified in yellow) This is a total of 195 courses which require approval of a DE addendum by December 31, 2020. (see attached)

- i) S. Moore suggested there be some discussion about the possibility of the committee meeting over the summer to approve the courses though the logistics are not clear at this time on the review process.
- ii) C. Diaz- This is an important topic to discuss early since faculty do not get paid over the summer.
- iii) M. McIntosh- All UC campuses will be offering courses online. Fall semester has not been announced yet.
- iv) A. Yahye- The division deans were informed that day, Compton College will be offering all summer courses online.
- v) G. Valle commented that it is his understanding non-DE courses will not be offered for summer and fall. J. Phillip clarified that there will be a blanket DE approval so that courses may be offered in summer and fall. The caveat is that the DE addendum need to be approved by the end of the year for accreditation.
- b) Emergency Temporary Distance Education Blanket Addendum for Summer 2020 or Fall 2020 document from the Chancellor's Office to the Chief Executive Officers, Chief Institutional Officers, and Chief Student Services Officers from Marty J. Alvarado, Executive Vice Chancellor, Educational Services & Support. "Given the current recommendations by the State of California, all colleges are

required to submit an addendum for Summer 2020 by May 20, 2020, in preparation for the likelihood that most instruction will continue to be conducted via distance education. Additionally, it is strongly recommended that colleges plan to submit an addendum for Fall 2020 by July 1, 2020, given current indications that the Covid-19 pandemic may last beyond Summer 2020."

- A Zoom meeting was held on Wednesday April 29, 2020 at 10:00 a.m. with Sean Moore, Dr. Keith Curry, Barbara Perez, and Maya Medina to discuss revising Non-DE courses offered in Summer 2020 and Fall 2020. The timeline is sensitive, and the approval deadline goal of December 31, 2020 is challenging. As a result, we are currently discussing and creating a plan of action that includes disseminating information to the deans, division chairs, and faculty of all courses requiring DE approvals by December 31, 2020 as soon as possible. Additional updates will be provided. S. Moore- Updated lists for assigned faculty should be developed based on this.
- 7) **Consent Agenda Items:** J. Phillips requested to add the list courses that the Distance Education Addendum Sub Committee approved at their last meeting as Informational Items. C. Diaz moved to approve. A. Yahye seconded. M/S/P List of courses will be added to Informational Items.

Course Proposals C. Diaz moved to approve proposals. A. Yahye seconded. M/S/P Approved

- a) Course Review: Change in Lab Hours:
  - i) MUSI 152 Concert Choir

# b) Course Review: Change in Lecture Hours; Change in Lab Hours:

- ART 110- Drawing Fundamentals I;
- ART 130- Two Dimensional Design I;
- ART 222- Fundamentals of Painting I;
- ART 223- Fundamentals of Painting II;
- ART 224- Fundamental of Painting III;
- MUSI 143 Beginning Woodwind Instruments;
- MUSI 144 Beginning Brass Instruments;
- MUSI 145 Beginning Percussion Instruments;
- MUSI 146 Beginning String Instrument; and
- MUSI 147B Beginning Guitar II
- c) Course Review: Change in Grading Option:
  - i) LIBR 101 Introduction to Library Information Science
- d) Distance Education Addendum Review and Approval:
  - i) LIBR 101 Introduction to Library Information Science
- e) <u>Emergency DE Addendum Statement Fully Online by Mutual Agreement:</u>
  - i) The purpose of this language is to address the need for courses that have extensive lab work and/or are "difficult to teach online" but are being offered in the online modality only in the case of an emergency (i.e. CTE courses such as nursing, cosmetology, air conditioning etc.) Other colleges have added a check box on the DE Addendum stating the following information for the purpose of approving the course for the online modality only in the case of an emergency:

"If the President of the college has issued a state of emergency, then this course can be offered Fully Online by "Mutual Agreement." The "Mutual Agreement" indicates the assigned faculty will be consulted by the Dean & the Faculty Division Chair to discuss the schedule changes of offering these courses online in the present and subsequent semesters/terms." J. Phillips- With this statement, it shows the faculty remain a part of the discussion in offering these courses in an altered modality and part of the process of what should be scheduled in subsequent semesters. The DE Sub Committee has reviewed the statement.

- ii) S. Moore- After the statement is approved by the Academic Senate and Board of Trustees approval, we can request to have this added to the Curriqunet system. S. Moore called for a motion to approve the Emergency DE Addendum Statement.
- iii) C. Diaz moved to approve the Emergency DE Addendum Statement- Fully Online by Mutual Agreement as presented. S. Johnson seconded. M/S/P- Approved
- f) Revised Compton College Curriculum Handbook Academic Senate Review of Courses and Distance Education Addendum Approval Processes statements: S. Moore- Recommended revisions are as follows:

(1) Academic Senate is required to conduct solely a first read and vote to approve each course proposal (e.g. new courses, course review, discontinued courses, distance education course offerings, etc.). After the Academic Senate's approval, the courses are sent to the Board of Trustees for final approval; and

(2) The Distance Education Curriculum Subcommittee (DECS) representatives notify the faculty member (designated as the "originator") in their division that they are the responsible party for reviewing the course outline of record in Curriqunet <u>AND</u> completing the DE Addendum. Faculty will attend the Distance Education Open Lab Workshops where the Distance Education Faculty Coordinator (DEFC) will explain how to fill out the addendum and the faculty member will receive one-on-one assistance in Curriqunet. The faculty members addendum will be placed on the subcommittee agenda for review upon completion by the DEFC. The course will not move forward in the Curriqunet approval process until this technical review has been completed and the subcommittee has voted to approve sending the course forward.

- i) H. Estrada moved to accept the revised statements to the Curriculum Handbook as presented. T. Barragan-Echeverria seconded. M/S/P. Approved. The revised statements will be forwarded to Academic Senate for approval.
- **g)** S. Moore- "To further expedite the curriculum approval processes during the COVID-19 pandemic, Non-DE courses that have been approved by Compton College's Curriculum Committee will only need the DE component revised and approved, versus being reviewed by each member in Curriqunet."
  - S. Moore gave the example of Cosmetology courses that were reviewed and approved fall 2019. His recommendation, these courses would only have the DE addendum added and not require a full course review and approval since that was recently completed.
  - ii) J. Phillips stated she does not disagree with his suggestion, however that is not what the statement says. "Recently" is missing from the statement. T. Kler- "Recently" would need to be defined as well. M. McIntosh- In terms of "recently" there needs to be a time given, however, everything in the course outline of record needs to be accurate. The caveat, if something is incorrect, even if a course has come through review within that time frame given, if there is something incorrect, it needs to come through full review to be corrected.
  - iii) T. Kler moved to table this topic. J. Phillips seconded. M/S/P

#### 8) Future Agenda Items:

- i) Continue reviewing courses launched in CurriQunet.
- 9) Adjourn: 2:59pm T. Kler/C. Diaz

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202070 CCC000523330	PE	170	PE170
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202070 CCC000523331	PE	177	PE177
202070 CCC000450558	PE	181	PE181
202070 CCC000450672	PE	184	PE184
202070 CCC000512696	PE	260	PE260
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202070 CCC000512698	PE	280	PE280
202070 CCC000396170	PHYO	131	PE131
202070 CCC000422787	PHYS	111	PHYS111
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202070 CCC000399660	POLI	101	POLI101
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202070 CCC000559619	SLAN	111	SLAN111
202070 CCC000421146	SOCI	101	SOCI101
202070 CCC000450818	SOCI	102	SOCI102
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202070 CCC000411133	SPAN	101	SPAN101
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202070 CCC000450913	WSTU	101	WSTU101

CB02 **DE Approved** Air Cond Fundamentals **Heating Technologies Electric Controls HVAC Electronics HVAC Customer Service Electrical Applications** Intro to Auto Collision Repair Repair Equip/Weld Technq Intro Auto Collsn Estmtng **Comp Collision Damage Est** Beg: Auto Collision Repair I Intermed Auto Refinish I Intro to Admin of Justice Yes Criminal Law I Yes **Criminal Investigation** Yes Juv Delinq/Legal Procdrs Yes Legal Aspects of Evidence Yes Constit. Law for Criminal Just Yes Essentls Anatomy/Physiol Yes **General Human Anatomy** Yes Intro to Physical Anthropology Yes Intro Cultural Anthropology Yes Art/Visual Cultr: Glbl Perspec Yes Hist West:prehist-Gothic Yes Drawing Fundamentals I Two-Dimensional Design I Fundamentals Painting I Fundamentals Painting II Stratgy-Success in Distance Ed Yes The Solar System Yes Stars and Galaxies Yes Astronomy Laboratory Auto Tech Suspension/Four Whl Align Auto Electrical Systems Automatic Transmissions Intro to Engine Repair **Fundamentals of Biology** Yes **Hnrs Fundamentals of Biology** Principles of Biology II **Environ Aspects Biology** Yes **Financial Accounting** Yes Managerial Accounting Yes Marketing Human Resources Management Introduction to Business Written Business Commun

Child Growth and Development	Yes
The Home, School, Community	Yes
Infant/Toddler Developmnt	Yes
Princ & Pract Teach Yng Childr	Yes
Child Health and Safety	Yes
Teachng Chldrn in a Dvrse Soc	Yes
Observing/Guiding Children	Yes
Introduction to Curriculum	Yes
Creative Art-Young Children	Yes
Music/Movement-Young Children	Yes
Science/Math-Young Children	Yes
Child Development Practicum I	Yes
Child Dvlpmnt Practicum II	Yes
Survey Children Special Needs	Yes
Special Education Practicum	Yes
Persnl/Communty Health Issues	Yes
Fundamentals of Chemistry	Yes - hybrid only
Beginning Chemistry	
General Chemistry I	
General Chemistry II	
Office Applications	
Intro-Comptr Info System	Yes
Pers Cmptr Support and Netwrkg	
Public Speaking	
Argumentation and Debate	
Interpersonal Commun	
Small Group Communication	
Intro-Intercultrl Commun	Yes
Intro to Cosmetology I	
Intro to Cosmetology II	
Intermediate Cosmetology	
Advanced Cosmetology	
Advanced State Board Review	
Adv Prep State Board Review	
Cosmetology Practicum	
Dance Appreciation	Yes
African Dance	
Pilates Mat Class	
Principls of Econ - Macroecon	Yes
Princ Economics:microecon	Yes
Inc Learning Perf: ENGL	105
Inc Learning Perf: Math	
Intro to Field of Education	Yes
Foundations in Education	Yes
Reading and Composition	Yes
Honors Reading and Composition	
Reading and Comp Support	
Literature/Composition	Yes
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Critical Thinking/Comp Yes Survey of British Literature I Images of Women in Literature Yes Integrated Reading and Writing Intro to Engineering **Engr Mechanics - Statics** Conversation/Grammar Level I Conversation/Grammar Level II Conversation/Grammar Level III Conversation/Grammar Level IV ESL for Childhood Ed I Introduction to Ethnic Studies Yes Princples Engineerng Tech I Intro to Engineering Design I Electroncs-Engineerng Techs I Cpmptr Integrated Manufact I Engineering Design/Develop I Frst Aid CPR/Bsc Emrgncy Care Yes Film Analysis and Appreciation Production I Physical Geography World Regional Geography Physical Geology Yes Physical Geology Lab Yes Earth Science in Education Strat for Creating Success Yes Career Dev Across the Lifespan Yes U.S. History to 1877 Yes Hnrs US History to 1877 U.S. History - 1877-Present Yes African Americn in US to 1877 Yes History of Chicano in US Yes **History of Los Angeles** Yes Hist of Early Civilizations Yes Hist of Modern Civilizations Yes Intro to the Humanities Yes **Business Law** Yes Structures/Concepts in Math Geom/Msurement-Elem Schl Tchrs Nature of Mathematics Yes **College Algebra** Yes Finite Math Bus/Soc Sciences Elemntry Statistcs W/Probablty Yes Hnrs Elem Stas W/Probability Calc for Bus and Social Sci Yes - eff. Fa 2020 Trigonometry Yes - eff. Fa 2020 Pre-Calculus Sgl Var Calc/Anlyt Geometry I

Sgl Var Calc/Anlyt Geometry II	
Intro-Discrete Structures	
Multi-Variable Calculus	
Diffrntl Equatns Linear Algbra	
Elementary Geometry	
Pre-Statistics	Yes
Intermediate Algebra Gen Ed	Yes
Intermediate Algebra Corequisi	
Inter Algebra for STEM	Yes
Intermediate Algebra Coreq	
Medical Terminology	Yes
General Microbiology	
Intro CnvntionI/CNC Machining	
Conventional/CNC Turning	
Manufacturing Print Reading	
Adv Fasteners Instruments	
Music Appreciation-Survey	Yes
Music Cultures of World	Yes
Voice Class I	
Concert Choir	
Music History/Lit Up to 1750	
Voice Class II	
Jazz Band	
Commrcl Music Business Studies	
Nutrition	Yes
Intro and Prep for Nursing	100
Dosage Calculations	
Prep Adv Placement in Nursing	
Nursing Fundamentals	
Med Surg Nursing - Older Adult	
Nursing Pharmacology	
Skills Practicum I	
Mental Health Nursing	
OB Patients and the Newborn	
Pediatric Nursing	
Skills Practicum II	
Int Med Surg Nursing I	
Int Med Surg Nursing I	
Skills Practicum III	
Advanced Nursing Process I	
Advanced Nurshig Process a	
Body Condtioning/Physcal Ftnss	
Boxing Weight Training	
Weight Training	
Yoga for Health and Fitness Badminton	
Sprt-Spec Periodzd Trng Athlte	
Off Season Trng Wmn Badminton	

Off Seas Trng Men Bseball Men Intrcol Bsktball Team Wmn Intrcol Bsktball Team Intrcol Cross Country Teams Men Intrcol Football Team Men Intrcol Soccer Women Intrcol Soccer Team Off Seas Trng Wmn Sftball Off Seas Trng Trk/Fld Teams Basc Prncples Fitnss/Wt Contrl Intro to Kinesiology/Phys Ed Exrc/Nutrtn Progs Ftnss/Wt Mgt Human Physiology **Descriptive Intro-Physics General Physics General Physics** Mechanics of Solids Fluids, Heat and Sound Governments US/Calif Intro to Comparative Politics **General Psychology** Honors General Psychology Social Psychology Abnormal Psychology Lifespan Development Expermntl Meth Study Behv **Real Estate Principles Real Estate Practice** American Sign Language I Introduction to Sociology The Family Social Problems Introduction to Criminology **Elementary Spanish I** Elementary Spanish II Intermediate Spanish II **Beg Convrstnl Spanish** Inter Convrstnl Spanish Theatre Appreciation Introduction to Acting Intro-Welding Processes Introduction to SMAW Intermediate SMAW Intermediate GTAW Advanced GTAW Skills Lab Intro to Women's Studies

Yes

Yes