## Curriculum Sections of the 2009 Program Reviews:

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Curriculum
ACRT-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

All courses in the ACRT were updated Spring 2009. Course updates and revisions were submitted to Curriculum Committee and approved by UDWC. We created one new course, ACRT 139EV which teaches students how to convert an internal combustion vehicle to be powered by electricity. This course was approved by curriculum and UDWC. It will be taught Spring 2010.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

We currently have 3 career certificates and 5 skills certificates in the ACRT program. As students progress through the program, they can obtain the various certificates in a variety of different areas of collision repair. If they take all the necessary courses, students can earn the Master Collision Repair certificate. If they further their education by completing the general ed requirements, they receive an AS degree in Auto Collision Repair Technology. Due to the multiple pathways, students can pick and choose which part of the curriculum they want to take.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

The ACRT Department is currently working with the Electronics Department on Electric Vehicle conversion and construction. We are also considering creating a certificate in Alternative Energy for home, business and transportation. Students will have more opportunities to be involved in emerging technologies.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

We are in the process of rewriting all of our courses in the ACRT program to incorporate how to repair vehicles that are powered by alternative fuel. Because the automotive industry is changing the way cars are built we will incorporate how to deal with alloy steels and composite material construction. Those working in the field are encountering new technologies and will need update training and experience to stay current.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

At this time we are not considering Distance Ed learning.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

We do not have any material fees at this time.
Curriculum
Administration-of-Justice-2009

1. Course outlines of record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.
   All courses are current.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.
   Courses are continually updated and held to the POST (Peace Officers Standards and Training) external content standard for AJ curriculum

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.
   CoM has been a part of a North Bay consortium promoting exploration of Public Safety careers with the North Bay regional occupational centers.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.
   No new curriculum is planned.

5. Do you plan to develop any new distance education courses or develop distance education versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.
   Distance Education hybrid classes may be explored. No specifics regarding that program development have yet been determined.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.
   No.
1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list. Many of our Course outlines are in the process of revision- our department is approximately half-way through this process. The large number of courses in our curriculum, paired with the limited number of full-time unit members available to work on this important task, will require some time to thoroughly accomplish. Lists of courses to follow.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access. We are not planning significant changes in our degree and certificate requirements in the near future.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access. As of this writing, there are no collaborations in progress with other departments.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access. Our current curriculum fulfills a wide range of student needs, from articulated transfer courses, career development, and personal enrichment/lifelong learning. As the academic picture changes over time, we will assess needs and changes through periodic program review.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access. We have not had the opportunity to develop distance learning courses with our current faculty. Severe restrictions on budget and instructional equipment will further inhibit this initiative. Our Architecture program runs extremely popular History programs at the moment, but budget for staff limits further courses.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes. No immediate changes in materials fees are planned for our studio and History courses.
Curriculum
Auto-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

I am aware of the dates on the course outlines and none are out of date

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

- The Program is planning to add AUTO 230 Light Duty Diesel Technologies to the degree and certificate.
- Add advisory courses to the prerequisites for AUTO 116, 228, 229, 238 and 240
- Delete AUTO 281, 283 and 285
- No longer require MACH 120 and 130 for the degree or certificate
- Discontinue the Emission Repair Skills certificate

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

No

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

- Develop a stand alone Hybrid Technologies course
- Develop a 2011 BAR Smog Check Technician Update Training Course

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

No

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

No
Curriculum
BIOL-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

We have encouraged a continuous course outline revision process and are happy to expedite revision of any outlines needing immediate attention. We have been awaiting the online availability of all course outlines to facilitate revisions.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

In 2010 we expect to implement the recommendations of the majors' biology curriculum revision process begun in 2000. This process was based on extensive research including student surveys and visits to transfer institutions. The main goals are to increase student retention, improve student learning and align our course topics more closely with the curriculum proposed by the statewide California majors' biology curriculum study group.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

We have had some discussion with other faculty to implement an across-campus sustainability group.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

We do not have immediate plans to develop new curriculum this year.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

There has been some interest on the part of faculty in developing a distance education version of our Biology 110 course.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

We do not plan to change materials fees for classes, but we are aware that existing materials fees for some of our courses, as shown in course outlines, have not been collected.
Curriculum
Business-and-Information-System-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

NA

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

Nothing is currently anticipated, although curriculum is continually reviewed.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Earlier successful experiments with coordinating CIS 101 and ESL 79 class offerings to improve the successful entry into application software classes and CIS classes in general was dropped by the ESL department. Should they decide to apply resources to this we would respond favorably.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Not at this time

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Not at this time

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

Not at this time
1. **Course Outlines of Record** must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

Most of the English Skills course outline updates have been submitted and include our current SLOs.

We have not updated our one-unit lecture courses because they are currently not being offered. These include English 10, 11, 12, 13, 14, 15, 16, 17, and 18. No substantive change would be required to update these.

We are in the process of updating, again with no substantive changes, English 98A,B and the lecture courses English 62, 92 and 116.

We have no plans to update English 94, a one-unit lab course, as we have not offered it for many years.

2. **Are you planning on changing, updating or revising and degree or certificate requirements?** If so, please explain how it will improve student learning, student success and/or access.

n/a

3. **Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities?** If so, please describe briefly and explain how it will improve student learning, student success and/or access.

In English Skills, a learning community has been developed for English 92. Meg Pasquel has for a number of semesters linked her English 92 with Speech 128, Cross Cultural Communication. Plans are to continue the offering.

4. **Do you plan to develop any new curriculum?** If so, please describe briefly and explain how it will improve student learning, student success and/or access.

We have no plans for an exact course that would require a new course outline and curriculum committee approval. Our curriculum is basically reading and writing improvement; the method of delivery changes, not the names of the courses. With the addition of English 98, we plan to revise the curriculum for that class to ensure that reading skills are a strong component of the course.

5. **Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses?** If so, please describe briefly and explain how it will improve student learning, student success and/or access.

No

6. **Do you plan to add or increase your material fees for any of your classes?** If so, please list the classes and the proposed new or revised material fees for the respective classes.

n/a
Curriculum
CHEM-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

Yes we are aware of our CoR dates. We are in the process of revising all of the CoRs.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

We revised the AS degree in physical sciences last year.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

No

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.
**Curriculum**

**COMP-2009**

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

   We updated all of them except comp/math 117 which is in the works. Any course that has not been updated will be deleted.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

   ENGG

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.
Curriculum
COUN-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

   yes. The curriculum chair just sent a list of 10 counseling courses that are in need of updating. They are:

   Counseling 70
   Counseling 120
   Counseling 132
   Counseling 135
   Counseling 140
   Counseling 141
   Counseling 142
   Counseling 153A
   Counseling 153B
   Counseling 154

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

   N/A

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

   The Counseling Department has currently collaborated with the Basic Skills program in offering a study skills and a college success course with remedial English and with Freshman English Composition. The success of the collaboration still needs to be analyzed and the weaknesses need to still be identified in order to develop new curriculum or to refine the existing ones. Clearly, having counselors integrate their curriculum with academic coursework has placed a presence of counseling services in the classroom, a need that begins improving student success.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

   As in #3 above, the department is in the developmental stages of examining past outcomes first.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

   Same answer as #4 above.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

   Not necessary at this time.
1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

The Court Reporting Program curriculum is regulated by the Court Reporters Board of California. These State Board requirements have remained consistent throughout the years. As a result our curriculum is considered current and up-to-date.

We are aware of the dates on our course outlines.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

The Court Reporting Program does not plan to revise our degree or certificate requirements unless a change is mandated by the Court Reporters Board of California.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Court Reporting Program learners take advantage of course offerings in Business (BUS 141), English (ENGL 95, 95, 97, 98A, 98B), and Medical Assisting (MEDA 120, 121), but we do not collaborate on the curriculum. These courses meet the Court Reporters Board of California requirements.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

The Court Reporting Program plans to develop new curriculum for intersessions. The 5-week winter break and the 4-week break between summer session and fall semester is highly detrimental to our learners' progress in this skill-based program.

Additionally, ability to offer supplemental practicum and/or makeup classes in the evenings or online would help some students stay current when life events intervene.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Distance education is not considered an appropriate format for skill-based learning. However, offering online supplemental practice resources that would reinforce the classroom curriculum would be helpful to all students.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

We have no plans to increase material fees. The fees we currently assess are adequately meeting the learners needs.
Curriculum
Credit-ESL-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

We have no course outlines that are over 5 years old. However, we have plans to revise some of our older course outlines.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

N/A

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Not at this time

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Not at this time

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

No

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

No
Curriculum
DANC-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

Dance updates necessary courses each semester. All courses over 5 years old will be revised by Spring 2010. Danc 119,121,122,123,224,225,229AB, 228AB,127AB 135, 126, and 241 ABCD were revised in Spring 2009

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

Revised our AA degree in spring of 09. We reduced the total unit amount by 6 units.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

No

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Not at this time

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

We recently developed our first on line dance history course. This has made student access easier.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

No
Curriculum

DENT-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

All of the dental assisting course outlines have been changed within the last 5 years to reflect the new State assembly bill AB2637 which required the program to begin implementing in the program begining January 1st, 2010. The program has been slowly adding the new functions since the summer of 2007.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

The new State Assembly bill AB2637 required that instructors receive training in teaching methodology in the following areas: Infection Control, Ultrasonic Scaling, Pit and Fissure Sealants. All of the full time and part time instructors have had this training as required by the accreditation commission.

In the summer of 2009, the program coordinator has applied for the Infection Control Certificate. To date, it has not received approval. When approved, the dental assisting program would be able to issue an Infection Control Certificate to graduates. The program coordinator also applied for this Infection Control Certificate Course approval under Community Education so that a weekend course could be offered to the on the job trained dental assistant.

The program coordinator also applied for a Pit and Fissure Sealant Certificate under Community Education in July of 2009. To date, we have not heard that this course is approved. Upon approval, the program could offer the Pit and Fissure Sealant Certification under Community Education to graduates prior to 2007 as well as any existing Registered Dental Assistant who do not have this Certification.

3. Are you collaborating (or thinking about collaborating) with other departments to
develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

We would like to have joint learning communities with the ESL department to help our English as a second language learner succeed in the program. Even though we require eligibility for English 98, we find that our students have a hard time reading the technical textbooks. These students have strong clinical skills but their downfall is understanding the material to be able to pass written examinations. The State board licensure is also only in English on the written examination. Some past graduates have taken this written portion 2-3 times before the pass.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

No, there isn't a plan to have new curriculum, however, with the senate bill 2637, the newly allowable functions will be added to existing courses. These new functions will improve student learning by providing hands on experience on manipulating the equipment to perform the new duties and allowing the student to be more marketable for immediately employment in the field.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

We would like to develop on line courses in the future, but not at this juncture. It is our focus to complete implementation of all the new duties from the State bill #2637. The program will also have their next American Dental Association site visit in the spring of 2011 and the instructors are preparing for this visitation with revisions of their syllabi and evaluation sheets.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

The prices for dental material has increased dramatically over the last few years.
It will become necessary to increase the materials fee for Chairside I (Dental 180L) from $25.00 to $40.00. The specific material that have become expensive is IRM cement at $50.00 a jar. This same product was only $36.00 a year ago. Although this cement can be shared by fellow classmates, the students have complained that there isn't enough of this material for the entire class. Aluminum crowns is another material that has from $2.95 each to $4.95 each and the student need 2 each to complete their evaluations.
1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

Course outlines are monitored through the academic departments. However, it is worth noting that the COM administration eliminated several videocassette courses because they lacked recency and rigor.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

N/A

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Since all DE courses are offered within departments, by definition DE must interact with all departments. No learning communities are planned at this time but this is a possible direction in the future.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Plans for developing new DE courses are discussed in this version of a 3-year plan for DE. It should be noted that, until we stopped the decline in student success for DE courses, the number of courses could not reasonably be increased. Trends in student access and success are discussed in the Program Overview.

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<td>a) Hold Kickoff session for building online learning at COM</td>
</tr>
<tr>
<td>b) memo to DE faculty previewing change to version 8.0 of Blackboard over winter break.</td>
</tr>
<tr>
<td>c) Send out call and hire faculty member as online resource facilitator.</td>
</tr>
<tr>
<td>d) Evaluate and if necessary enhance student assessment.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>December 09:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steve sends a letter out to all users with a link to the test platform, an invitation to start the 30-day trial. Special attention, spring DE instructors: we will be using version 8 as a test platform</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>spring 10:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Use version 8. Get faculty buy-in.</td>
</tr>
<tr>
<td>a) Carry on with all activities.</td>
</tr>
<tr>
<td>b) Provide faculty training through @one.</td>
</tr>
<tr>
<td>c) Faculty resource facilitator supports course development and provides support for training</td>
</tr>
<tr>
<td>d) Start conversations at the department and division level about best choices for DE or</td>
</tr>
</tbody>
</table>
hybrid course offerings. Consult Blueprint task force.

e) Implement policy that all new online courses must use Blackboard as a cms.
f) Create academic support for students
g) Evaluate and if necessary enhance student assessment.
h) Pilot student readiness assessment.
i) Pilot embedded librarian

Outcome: Increase DE offerings by 2 courses (about 10% more courses and enrollment to 750). Increase DE student success rate by 5% to 39%.

Fall 10:

j) Carry on with all activities.
k) Evaluate and enhance academic support.
l) Create embedded counseling support.

Outcome: Increase DE offerings by 2 courses (about 10% more courses and enrollment to 750). Increase DE student success rate by 5% to 39%.

Spring 11:

a) Carry on all activities.
b) Send out another call and hire faculty
c) Evaluate and if necessary enhance academic support.
d) Evaluate and if necessary enhance student readiness assessment.
e) Evaluate and if necessary enhance counseling support.

Outcome: Increase DE enrollments by at least another 5% (787). Increase DE student success rate by another 10% to 43%.

Fall 11:

a) Carry on all activities.
b) Evaluate and if necessary enhance academic support.
c) Institutionalize or revise student readiness assessment.
d) Evaluate and if necessary enhance counseling support.

Outcome: Increase DE enrollments by at least another 5% (826). Increase DE student success rate by another 10% to 47%.

Spring 12:
a) Carry on all activities.

b) Evaluate and if necessary enhance academic support.

c) Evaluate and if necessary enhance counseling support.

Outcome: Increase DE enrollments by at least another 5% to 867. Increase DE student success rate by another 5% to 51%.

<table>
<thead>
<tr>
<th>Fall 12:</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Carry on all activities.</td>
</tr>
<tr>
<td>b) Investigate whether it is time to purchase the Enterprise version in F12, since we will have a DE student success rate at least as high as the statewide average and almost 1,000 student enrollments.</td>
</tr>
<tr>
<td>c) Evaluate and if necessary enhance academic support.</td>
</tr>
<tr>
<td>d) Evaluate and if necessary enhance counseling support.</td>
</tr>
</tbody>
</table>

Outcome: Increase DE enrollments by at least another 5% to 954. Increase student success rate to 57%.

5. **Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses?** If so, please describe briefly and explain how it will improve student learning, student success and/or access.

   yes.

6. **Do you plan to add or increase your material fees for any of your classes?** If so, please list the classes and the proposed new or revised material fees for the respective classes.

   no.
Curriculum
DRAM-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

We are aware of our course outline update schedule and recently turned 16 updates last semester. We now have 3 courses that are over 5 years old and due for an update this current spring 2010 semester. They are Drama 122, 136 and 143. We are currently planning to update 143 only. The other two will be allowed to lapse due to inactivity.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

No.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Drama continues to search out opportunities for collaboration with the other performing arts departments (Dance and Music). These collaborations require an integration of curriculums and they usually result in a production. When we do a musical-theatre-dance production, it draws students who have focused primarily on one of the three disciplines in the past, and now have an opportunity to develop a multi-disciplined approach to the work.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Not this year.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

No.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

No.
1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

ECE has several courses that are over 5 years old:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Years of Offered</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 100</td>
<td>ECE LICENSING &amp; PERMITS</td>
<td>1305.00</td>
<td>1998</td>
</tr>
<tr>
<td>ECE 120</td>
<td>TEACH AFTERSCHOOL PROGRM</td>
<td>1305.00</td>
<td>1990</td>
</tr>
<tr>
<td>ECE 217</td>
<td>FOSTERING CREATIVITY</td>
<td>1305.00</td>
<td>1991</td>
</tr>
<tr>
<td>ECE 218</td>
<td>CARE FOR INFANT/TODDLER</td>
<td>1305.90</td>
<td>1998</td>
</tr>
<tr>
<td>ECE 220A</td>
<td>ECE ADMINISTRATION A</td>
<td>1305.80</td>
<td>1991</td>
</tr>
<tr>
<td>ECE 220B</td>
<td>ECE ADMINISTRATION B</td>
<td>1305.80</td>
<td>1992</td>
</tr>
<tr>
<td>ECE 221</td>
<td>TEACHNG CHILDREN SCIENCE</td>
<td>1305.00</td>
<td>1992</td>
</tr>
<tr>
<td>ECE 222</td>
<td>SPECIAL NEEDS CHILDREN</td>
<td>1302.00</td>
<td>1995</td>
</tr>
<tr>
<td>ECE 223</td>
<td>MUS ACTIVITY YOUNG CHILD</td>
<td>1305.00</td>
<td>1994</td>
</tr>
<tr>
<td>ECE 224</td>
<td>WORKING W/ECE PARENTS</td>
<td>1305.60</td>
<td>1996</td>
</tr>
<tr>
<td>ECE 225</td>
<td>GUIDANCE &amp; LIMIT SETTING</td>
<td>1305.00</td>
<td>1996</td>
</tr>
<tr>
<td>ECE 239</td>
<td>CURRENT ISSUES IN ECE</td>
<td>1305.00</td>
<td>1991</td>
</tr>
<tr>
<td>ECE 260</td>
<td>CHILDCARE CONF &amp; WORKSHOP</td>
<td>1305.00</td>
<td>1996</td>
</tr>
<tr>
<td>ECE 295</td>
<td>SUPERVISING ADULT/EC PRG</td>
<td>1305.80</td>
<td>1996</td>
</tr>
</tbody>
</table>

With the possible exception of ECE239, all will be updated. As coordinator, Peggy Dodge is in the process of working with other faculty to divide up the courses for revision. ECE217 and ECE260 will definitely be revised during the Spring semester. Others may be revised Spring 2010 but some will not be completed until Fall 2010.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

Changes to ECE degrees and certificates have been submitted to Curriculum Committee. The revisions were returned with feedback. The large task of specifying General Education classes acceptable for the ECE Career Certificate revision is required before the full revision will be considered in Curriculum Committee. That task will be completed and resubmitted to Curriculum during Spring 2010.

Revisions were undertaken in order to align COM ECE certificates with Commission on Teacher Credentialing requirements for Child Development Permits.
3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Extensive conversations have taken place between ECE faculty and ESL/Basic skills faculty. ESL and Basic skills faculty have helped us to think about what joint curriculum might be appropriate for the various levels of our students. Some student ESL levels are so low that their success and access is most significantly impacted by taking non-credit ESL classes, not appropriate to be linked to ECE classes. Some lower level ESL classes could have targeted sections for ECE students where the ESL content might draw intentionally from the ECE discipline body of knowledge. It may be possible to develop linked classes for students at some of the higher ESL levels or some developmental English classes. At this point we do not have sufficient numbers (based on the data that we have) to support a linked class section but we continue to collaborate and gather data in support of that direction.

Contact was initiated by the Math department to begin collaborations this Spring in regard to ECE student success.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

During the updating and revision of ECE courses, ECE221 will be revised to add a math component. The class will change from a 2 unit course on Teaching Science to a three-unit class on Teaching Science and Math. The ECE program curriculum currently lacks depth in the area of teaching math to young children and the revision will address that gap.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

ECE100, Introduction to Licensing and Permits, is the only course currently approved for Distance learning format. It will be offered in that format in Fall 2010. Rather than having to attend one very long 8 hour class, students can pace themselves over the course of 4 weeks to complete the course content. Demonstration of competence in one area of the curriculum will be required before the next area of the curriculum will open to the on-line students. Student learning and success will be improved by the regular assessment and feedback built into the on-line course offering.

Both full time instructors currently use web sites to enhance their face to face classes. As our skills improve and COM upgrades the Blackboard platform, some ECE courses may be proposed as hybrids or potentially fully on-line.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

Fee increase for ECE131 was submitted to Curriculum Committee in Spring 2009. It is not reflected in Spring 2010 schedule so we will need to find out what happened. A fee is now needed to cover the cost of certification cards for First Aid and CPR.
Curriculum
ELND-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

I am aware of the dates for course Outlines of classes I frequently teach and I have updated them in the last five years. Still I plan to consolidate some of them. For example ELND110A and B will become one, ELND120A and B will become one. I have proposed consolidation of other classes to the Dean and Chairman of the Department.

I have started a discussion with Department Chair and the Dean regarding course consolidation and their re-numbering. I plan to continue this discuss with them during the first semester of 2010 and general process to review the whole curriculum.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

I have proposed to the Dean and Chair of the Department the updating of our certificates. Currently we offer three certificates: Design, Maintenance and Construction and I propose to have two: one in Sustainable Farming and the other in Sustainable Design.

Our Dean Ms. Nanda Schorske has started and effort to update our curriculum. She has provided this information regarding this update.

Curriculum Change: A major overhaul of the ELND curriculum was launched in December, 2009 and will be completed June 2010. Through a grant funded by the TechPrep collaborative (Bay Area Careers Pathway Alliance) the College of Marin is leading the project that is anticipated not only to update the courses, but create a clearer pathway toward education and career goals. This committee agrees with Fernando that the probable direction will be to establish only 2 certificates: One in Sustainable Farming, the other in Sustainable Design.

One of the outcomes of this curriculum project will be a published master calendar for the program with a revolving two year plan. In addition to assuring none of the CoM ELND classes conflicts with each other, the pattern (M, T, Th eve and Wed/Friday days) will remain consistent in the two year rotation enabling working adults to plan well in advance.

Another outcome of this curriculum project will be a coordinated/complementary schedule establish between neighboring community colleges enabling a student who may have missed a class offered only in the spring at one campus will be able to access the same class in the fall at the other campus. This level of coordination will advance access and ability for students to move through their programs with the greatest efficiency possible.

Student/Job Market Change: CoM just received an grant through a local Center of
Excellent to manage a new labor market research study that will cover the counties of Marin, Sonoma and Napa. We expect that research to reveal changing trends and new occupations in this field.

Grant funds awarded through the Chancellor's Office and the CTE Community Collaborative grants will enable the ELN program to purchase all equipment needed.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

My plan is to explore the possibility to develop a learning community that includes the Biology and Architecture Departments. I currently work jointly with the Biology Department to use their facilities to teach classes such as Soils (Biology 160, ELND160) and Sustainable Landscape Design (ELND100). This cooperation assists our students to achieve their learning objectives because, the Biology Department has the equipment for soils that we currently lack and also has a plant collection that I use to supplement the learning experiences for the students who take ELND100.

I plan to start discussions with the Architecture Department to assess how we can cooperate to offer a class in computer aided design. I also want to explore with Multimedia how to cooperate to use computer aided design for garden, landscape and farm design.

Student learning, success and access will be improved because the students will learn concepts related to landscaping, biology and architecture in integrated courses.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

I want to explore the possibility to revise the class outline for ELND157, Landscape Design to offer students the opportunity to use computer aided design for their designs. I have discussed this idea with the Dean who also sees the opportunity to develop a Design class that would be rotated Santa Rosa Community College and College of Marin.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

I want to explore with the Dean and Chair of the Department the possibility of developing hybrid classes where students do some classes on campus and other classes online. The advantage of this arrangement is that working students who have very limited time to take on-campus classes, can complete their course work without having to come to numerous on-campus meetings.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

At this time I do not foresee this happening.

http://programreview.marin.edu/CCReport.jsp 2/21/2010
1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

There is a plan to update this certificate once the California EMS authority releases its new requirements and policies. This release should be sometime in 2010.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

None has been discussed.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

There is a plan to update this certificate once the California EMS authority releases its new requirements and policies. This release should be sometime in 2010. Once this has been released then an altered curriculum would be looked at.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

None has been discussed.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

There is no plan to add or increase fees. Each year myself and the lab assistances look at ways we can reduce costs for the students and the school. Currently the materials fee is $30.00.
1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

All ENGG COR’s have been either revised or deleted, with the exception of ENGG 125, which is in the process of revision at the current time, and ENGG 126 and 210, both of which are in the process of being deleted.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

The AS degree for Engineering Majors will be revised this semester to reflect updates to course offerings.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Yes, I would like to develop 'simultaneous dual-mode delivery' (simultaneous face-to-face and online) for a number of the ENGG courses. This mode has been tested by Engineering programs at other CC's and shown to be even more effective than traditional face-to-face instruction alone. It improves access by allowing students to 'attend' live interactive lectures remotely, and improves success by providing archived lecture material for repeated and asynchronous viewing.

I hope to attend a summer workshop this July/August to receive training in the technologies and approaches.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

N/A
1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

Course outlines have been regularly updated. We are again in the process of updating.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

We will revise after our Alignment Project is complete and after the abrupt shift of English 98 into College Skills has taken place.

We're also looking at a 2 year study of the IS Program, during which we will conclude the above studies and look at other schools' IS Programs.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

The philosophy department plans on adding more online classes, but this depends on the hiring of additional full-time and part-time faculty.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.
Curriculum
Environmental-Science-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

We have encouraged a continuous course outline revision process and are happy to expedite revision of any outlines needing immediate attention. We have been awaiting the online availability of all course outlines to facilitate revisions.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

We plan on cross-listing all courses under the Environmental Science discipline and on seeking state approval for the certificate in order to improve student access and success.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

We would like to join with others in building a more comprehensive environmental science that joins more departments and disciplines together.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

We do not plan on developing new curriculum this year.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.
Curriculum
FILM/VIDEO-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

Updated course outlines for the following communication course will be completed by April 30, 2010:

108 A through ZZ---------- Film Studies Selected Topics

149---------------------- Film Directing

146---------------------- Film/Video Preproduction

150---------------------- Intro to Filmmaking

151---------------------- Video Production: Shooting on Location

161---------------------- Film and Television Writing

162---------------------- Advanced Film and Television Writing

163---------------------- Screenplay Projects

170---------------------- Workshop in Cinematography

175---------------------- Avid Nonlinear Editing Workshop

182---------------------- Sync-Sound Production Workshop

240---------------------- Advanced Production Projects

In addition, three or four television studio production class outlines need to be updated. Those course numbers are currently not available.

http://programreview.marin.edu/CCReport.jsp
2. Are you planning on changing, updating or revising degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

See Question four in this section.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Currently, Frank Crosby is in discussions with the English department on the possibility of developing a Comm/Hum 109 Film History and English 150 learning community. The student learning benefit for the English 150 is that in addition to developing their basic writing skills they will learn critical-think theory and practical application. Student success should improve because the learning community creates an environment in which the students will be able to learn how to merge basic writing and critical-thinking silks. In the learning community students will have the benefit of learning from one instructor who is a basic writing skills specialist, and another instructor who is a critical-thinking specialist. This should improve student access and success.

See question four in this section

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Most educational media literacy specialists, believe that a modern society can only be productive, successful and stable if most of its members are functionally literate. For hundreds of years literate was defined as the ability to write and to read and understand texts. In today’s world, this definition of literacy is inadequate. Lee Masterman, educational media specialist, suggests that, "...the visual image is arguably more important than the printed word?yet there has been no corresponding focus on reading the meaning of visual images."

Currently, Frank Crosby and Michael Dugan are beginning the process of developing a Media Studies program for the College of Marin. The College of Marin classroom environment based on learning using print-based materials, the disseminations of information through limited sourced, teacher selected lecturing and students demonstrating the attainment and understanding of knowledge through print-based assignments, verbal analysis and traditional test taking is no longer adequate. We live in a world in which most information is delivered through media and technology. To be functionally literate in today's world, one must have media processing and decoding skills. These skills are as important as learning to speak and write English! The influence of media and technology is so powerful that it alters the meaning of information; in addition, most people are being conditioned to use media and technology--not print-based modes-- to receive their information. For those who are not media literate, this profoundly limits their access to information and their ability to process and understand it. In education, this creates a learning environment that is not as effective as it needs be. If we do not incorporate media and technology literacy into everyday learning environment, we are not providing the type of educational access our students need to achieve and be successful in academia and in life.

To resolve this issue, we are considering the shift of some Communication program current resources to develop Media Studies program that should be part of the College’s general education requirements.
Media Studies curriculum would:

~ improve student access.

~ improve student success.

~ put our transfer students in a better position to succeed at four-year institutions.

~ make workforce development students more successful in their careers.

~ help basic skills students be more successful in school and in life.

The following is an overview of our plan:

2009-2010 School Year

1. Develop and outline plan in program review

2. Request first stage equipment upgrade: modular studio/field video production equip.

3. Conduct general research on media studies program development

2010-2011 School Year

1. Establish minimum media literacy standards

2. Continue general media studies research
3. Request money for second stage equipment upgrade: video cameras & support

4. Begin revising, updating or new course development for Media Studies program

5. Offer one or two media studies courses

2011-2012 School Year

1. Complete media studies course development

2. Request money for third-stage equipment upgrade if needed: misc. media equipment

3. Develop media studies program best practices

4. Launch Media studies program

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Currently Frank Crosby uses Blackboard in all his classes. This on-line component gives student access to class information and content twenty-four hours a day, seven days a week. In addition, Frank is taking sabbatical next semester to study and develop hybrid class design. The following is an overview of Frank's sabbatical framework and how it could benefit the district:

The technology and information explosion is altering the basic process of learning. Traditional learning practices of students sitting in classrooms taking notes while teachers give lectures using PowerPoint presentations and white boards, decoding information from textbooks, watching movies on DVD or vhs tapes and completing text on paper assignments are outmoded, marginally productive methods of teaching and learning. I am not suggesting that we do away with these practices: They can still be effective! I’m suggesting that we need to expand the systems we employ to help our students learn. Quality Education Data’s Technology Purchasing Forecast Study, 2004-2005 reveals that forty percent of K through 20 school districts use one or more types of learning technology. Other data indicate that the use of learning technology to reinforce the information teachers present in the classroom dramatically improves students’ performance and achievement in all subjects. Franklin J. Boster, professor at Michigan State University and president of the research firm Cometrika, suggests that students learn more because learning technology captures and holds their attention more effectively than traditional learning practices. In addition, new learning technology makes teachers more effective in that it allows them new ways to model and explain
content. Currently, the College of Marin's deployment of educational technology consist of:

1. The uncoordinated, unmonitored use of an outdated course management system, WebCt to offer a mishmash of online courses and traditional classes that use the program as a class enhancement.

2. A collection of classrooms that have old vhs/DVD players and computers linked to LCD projectors and some times the internet. These rooms are known as "smart classrooms."

3. A small number of computer labs. The equipment and software in most labs is outdated.

4. A few classrooms with multiple computer stations.

We are a small community college district that will always face the challenge of keeping educational technology current and providing adequate help desk support and training with money and resources that are insufficient. The current state of our educational technology efforts remain uncoordinated and lacks sufficient policy and a plan to guide these efforts. There is an attempt to reconstruct our technology plan; however, this kind of district-wide planning is often too general to be of direct benefit to teachers in the classroom. Yet, as teachers in the classroom, my colleagues and I need help and support, now! As an individual faculty member in a district of several hundred people, I cannot change or shape educational technology district policy and planning by myself. However, under the conditions that exist, there are a few things I can do to improve the use of educational technology in courses that I teach. In addition, my effort may, in some small way, benefit my colleagues and the district in the future.

For my sabbatical independent study, I plan to study online and hybrid class theory and design and create a template for hybrid courses that focuses on the use of combining traditional classroom methods with course management programs (Blackboard/WebCt, Moodle, Angel, Sakai) and new media such as digital motion picture imaging, still imaging, audio and the internet.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

Not at this time.
Curriculum
Journalism-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

Course outlines are currently undergoing revision.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

NA

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Most educational media literacy specialists, believe that a modern society can only be productive, successful and stable if most its members are functionally literate. For hundreds of years literacy was defined as the ability to write and to read and understand of texts. In today's world, this definition of literacy is inadequate. Lee Masterman, educational media specialist, suggests that, "...the visual image is arguably more important than the printed word; yet there has been no corresponding focus on reading the meaning of visual images."

Currently, Frank Crosby and Michael Dugan are beginning the process of developing a Media Studies program for the College of Marin. The College of Marin classroom environment based on learning using print-based materials, the disseminations of information through limited sourced, teacher selected lecturing and students demonstrating the attainment and understanding of knowledge through print-based assignments, verbal analysis and traditional test taking is no longer adequate. We live in a world in which most information is delivered through media and technology. To be functionally literate in today’s world, one must have the media processing and decoding skills. These skills are as important has learning to speak and write English! The influence of media and technology is so powerful that it alters the meaning of information; in addition, most people are being conditioned to use media and technology to receive their information instead of print-based modes. For those who are not media literate, this profoundly limits their access to information and their ability to process and understand it. In education, this creates a learning environment that is not as effective as it should be. If we do not incorporate media and technology literacy into everyday learning environment, we are not providing the type of educational access our students need to achieve and be successful in academia and in life.
To resolve this issue, we are considering the shift of some Communication program current resources to develop media studies program that should be folded into the College general education requirements.

Media Studies curriculum would:

~ improve student access.

~ improve student success.

~ put our transfer students in a better position to succeed at four-year institutions.

~ make workforce development students more successful in their careers.

~ help basic skills students be more successful in school and in life.

The following is an overview of our plan:

2009-2010 School Year

1. Develop and outline plan in program review

2. Request first stage equipment upgrade: modular studio/field video production equip.
3. Conduct general research on media studies program development

2010-2011 School Year

4. Establish minimum media literacy standards

5. Continue general media studies research

6. Request money for second stage equipment upgrade: video cameras & support

7. Begin revising, updating or new course development for media studies program

8. Offer one or two media studies courses

2011-2012 School Year

9. Complete media studies course development

10. Request money for third-stage equipment upgrade if needed: misc. video equipment
11. Develop media studies program best practices

12. Launch media studies program

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

I will be spending the next year on sabbatical, visiting outstanding four-year journalism programs and learn the latest trends in educating journalists in a way that matches dramatic changes in the industry. I will also be speaking to local universities about developing cooperative programs to train journalists. The results of those efforts, combined with the changes recommended under Question 3, will almost certainly result in the development of new curricula. However, it is premature to predict the shape of those changes with any measure of confidence.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

NA

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

NA
Curriculum
Library-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

   This year we need to renew Library 110.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.
1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

The welding courses will be updated as needed to reflect changes in work place requirements, industry standards and will include new reference materials, course outlines and SLO's.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

No

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Yes. Working with the the Machine and Auto Body departments to expose the students to the use of welding technology in the support of these different disciplines.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

No

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

No

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

No
Curriculum
MATH-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

The courses that are in the process of being updated are:

all Math 95 sections, all Math 101 sections, all Math 103 sections, all Math 104 sections, Math 109, Math 105, Math 115, Math 121, Math 110.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

N/A

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

N/A

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Math 85 (an arithmetic class) will be instituted to accommodate the students lacking in preparation for Math 95.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

N/A

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

N/A
Curriculum
MEDA-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

The following courses will be updated:
MEDA 210L Clinical Externship
MEDA 125 Financial Procedures
MEDA 125L Financial Laboratory Procedures
MEDA 110 Administrative Procedures
MEDA 110L Administrative Lab. Procedures
MEDA 136 Medical Laboratory Procedures
MEDA 136L Medical Lab. Procedures Lab

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

Improved student success and access is ongoing. Student data is the driving force which aids in changing, updating and revising certificate requirements. Currently the Medical Assistant Program has a five year recency period. The goal is to change the recency period to three years. Students have difficulties in recalling information and practicing skills if years have lapsed, therefore they are not prepared for the workforce.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Collaborating with ESL, mathematics and english is an integral part of the success of our program. By collaborating with these departments instructors will then develop and implement strategies and deliver instruction to match the needs of the Medical Assistant student.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

It would be to the districts benefit to develop a Medical Assisting Refresher Course. This course would serve students who have graduated from Medical Assisting Programs and have not worked in the field for a given period. The course would also offer students needing assistance and or help in various areas of the profession, or for basic skills improvement after graduation.

Calls are received during the school year from students and employers seeking these types of classes for themselves or employees who could benefit from Refresher Classes. Due to the current 5 year recency period COM students also can benefit from these classes.
classes if they have taken Clinical or Laboratory Procedure (lab) classes 3-5 years before entering Clinical Externship.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Not at this time.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

Due to rising supplies and equipment costs the Medical Assisting and Phlebotomy Programs must raise its material fees to meet increasing costs. Currently student material fees in MEDA 135L and MEDA 136L are $10.00 per class. To cover costs material fees the program is requesting an increase to $25.00. Currently material fees for the Phlebotomy lab is $35.00 the program will be requesting an additional $15.00 per student for material fees to meet increasing costs.
Curriculum
MMST-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

YES.
MMST 143, MMST 144 (see questions 2 and 4)
and...
MMST 110

SLOs

By the end of this class students will:

1. Be able to use the Internet using practices and procedures that will keep them reasonably safe from malware, viruses, worms, phishing schemes, and other Internet security threats.

Understand how modern web search engines work and be able to use them to efficiently locate information on the web.

Be able to use a browser and browser plug-ins to access video, audio and other multimedia content on the web.

Be able to compare and evaluate different web page user interfaces and make decision about which are more effective and efficient and why.

Be familiar with the types of both streaming and download media content that is now available on the Internet.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

MMST faculty are considering changing/revising the Audio & Video Design AS Degree Option as well as the Certificate of Achievement and related skill certificates.

Due to cuts in units for MMST, three key courses required for the above have not been offered (as indicated):
MMST 240 (last offered Fall 2005)
MMST 158 (last offered Fall 2006)
MMST 144 (last offered Fall 2007)

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Currently collaborating with the Michael Dougan in Journalism aligning MMST,
Journalism, and Newspaper Production students to create content and layout the student newspaper The Echo times.

Various discussions regarding learning communities with Basic Skills and ESL programs to align students in crossover relationship with MMST classes to use multimedia tools and application to refine and improve communication, and presentation skills while building confidence.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Audio courses may be revised to address limitations in MMST units. In addition older courses are being updated to meet the required 5 year rule:

MMST 110
MMST 143
MMST 144
MMST 158
MMST 240

Additional advanced concurrent classes may be added to increase student learning outcomes required for Career Training and job placement without additional Teaching Units. This also creates fully enrolled courses by combining enrollment for two levels.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Some of the following MMST courses may have Distance Ed versions, as hybrid and/or web-online revisions:

MMST 112
MMST 122
MMST 150/160
MMST 151/161
MMST 183/193

To create additional options for MMST students, and to fully leverage the reduction in MMST classroom-labs from three down to one in the new IVC building.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

No expectation of additional material fee increases, as increases were recently approved in for courses to go into effect starting Fall 2010.
Curriculum
Music-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

We updated a few of our courses last year, added one new course, and are in the process of revising the remaining ones right now.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

We are basically keeping most of the course content the same, while revising the outlines to comply with new state regulations regarding TBA hours, and teaching unit pay rates in the UPM contract.
Many of the co-requisites and pre-requisites will be slightly altered, or changed to advisory, in order to increase access for our music majors who cannot attend the program full time.
We are not planning to revise our degree requirements at this time.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

We are not planning any collaborations at the moment, except as happen normally when the three disciplines of the Performing Arts Department get together to present a musical or other similar production.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

We are developing some small courses to be offered in late afternoon, which will provide music majors with necessary skills, but which will also be of interest to workforce development students, such as music professionals who need to upgrade their skills. One such course is being offered for the first time this semester: a course in computer music notation. Music majors in the 21st century need to have basic proficiency in notating music on a computer. Also, music professionals such as private music teachers, elementary school teachers, and church choir directors need to learn this skill so that they can prepare music for their ensembles.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Music is not planning any more distance education courses at this time.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

We do not have any materials fees for our courses.
1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

Yes, I am in the process of updating the following courses:
Bio 162, General Ecology
Bio 235, Marine Biology
Bio 164, Intro to Mammalogy
Bio 167, Intro to Herpetology
Bio 170, Intro to Marine Animals
Bio 171, Biology of Marine Mammals
Bio 237, Marine Ecology Field Studies
Bio 245, Field Ecology of Marin
Bio 246 Field Ecology
Bio 247 A/B, Extended Field Studies

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

No, there are no plans to change, update or revise the Natural History Certificate requirements.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

No collaborations are planned with other departments.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Yes, I do plan on developing a Wildlife Conservation course. Wildlife Conservation is the study of conserving wildlife, which is disappearing at an alarming rate and many people want to know what to do about it. This course is of great interest to many participants in our Natural History Program as well as those interested in Environmental Sciences.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Distance Ed in field biology? No, I don't think so.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

No.
Curriculum
ESL-Noncredit-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

   All primary noncredit course outlines were updated in Fall of 2008 and approved by the BoT some time in the spring of 2009. Only the two vocational classes which were not 5 years old yet need revising.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

   N/A

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

   Not at this time although there have been discussions with Early Childhood Education.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

   We have one outline to submit for a vocational ESL class in Service-related jobs such as in retail, hotels or restaurants. We will be submitting this outline in Spring 2010. As part of a possible grant, we may submit course outlines for noncredit vocational ESL classes this Spring.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

   Not at this time.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

   N/A
Curriculum
Nursing-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

Nursing Education did a major curriculum revision in Fall 2006 all of our courses were updated at that time with the exception of NE90 and NE95. These courses will be updated in 2010. It appears that the courses are due for revision in 2011.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

The RN Program faculty agreed to had a more indepth discussion about the direction of the curriculum spring 2010. Nursing Education has discussed adding a Nutrition course as a pre or corequisite. Nutrition is an important aspect of health. Nutrition is currently integrated in our courses. It would benefit students to have a better foundation and more integrated approach to the subject and yet it would add units to the program. The curriculum implemented in 2006 is to be evaluated for change Spring 2010.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

There has been informal discussion with English and Nursing faculty about a learning committee for health care students. This learning community would cohort health science students in English classes. It would focus on healthcare literature that deals with psychosocial issues of illness, recovery and death. Suggested readings would include

Tuesdays with Morrie by Mitch Albom
The Spirit Catches You and You Fall Down by Anne Fadimen
It is Not About the Bike by Lance Armstrong

In addition the language department has approached the program chair with ideas on a learning community for the conversational spanish class and the ESL faculty has approached the program asking us to give thought to needs for ESL students in our program.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Nursing education did a major curriculum revision which was implemented in Fall 2006; this impacted every course in our 2 year program. We have now graduated 2 classes (class of 2008 and 2009) with the new curriculum. In 2010, faculty will evaluate data from these classes and design new curriculum based on our analysis.

Nursing education is planning on adding a simulation course for students in their 4th semester. This will help students develop the patient care and management skills that they need to succeed.
in the workplace.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Not at this time

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

Skills lab classes require materials fees for intravenous catheters, foley catheters, intravenous bags and tubing, bandages, etc. Costs of these continue to rise. Depending on grant and college funding sources we may need to raise fees.
Curriculum
Physical-Education,-Health-&-Athletics-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

-Within the last 5 years PE/HED completed their program review and updated all our courses.

-In F10 we will update our course outlines again.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

-In the last year we updating and revised a number of our courses so that there would be an option to teach them online. This option seems to give students more access but the issue continues to be the lower retention rates with the online courses.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

-We have had some discussions with the Basic Skills instructors to create learning communities with our online courses. Because the online courses require proficient reading and writing skills it made sense to collaborate with the Basic Skills department. Many students who are not strong in reading and writing are intimidated by the online courses. By creating the learning community student success would improve.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

-We successfully offered two new course last fall, Sports Nutrition and Zumba. Enrollment exceeded expectations.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

-We have developed the online option for all of our lecture courses including a hybrid version of the Personal Trainer Certification course.

-Student access will improve by offering an online version for all of our courses.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

-At this time we have no plans to add or increase material fees for any of our classes.
Curriculum
Social-Sciences-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

All of our courses were updated four years ago. We have two courses currently under review and in need of updating.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

We have no plans to revise degree or certificate requirements. This was done last year with the new Liberal Arts degrees, one of which applies to our disciplines.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

We hope to expand the number of history and political science courses we can pair with English learning community courses. The problem is finding the English or College Skills courses that we can pair with - the high demand is from their side and scheduling is identified as a problem for them. We would like to add a History 118 to our learning communities courses to go with the History 117. We will likely change the level of the paired English class for these two history courses and next year, we will likely change the English 120 to a 98 for the class that is paired with the American Government course - Pols 101 as well. We need many more of the 98 and 120 English classes that can be paired with Social Science courses.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

We are working on a new course for Middle Eastern Studies, one on the Presidency, and one on Asian History. These will meet transfer requirements as electives in Social Science and will fill a community need for history and current events about these regions. This will broaden our offerings and give transfers and the community at large access to timely information about currently critical parts of the world and the impact of the presidency on American Government.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

We are planning to develop a distance ed course in African American History.

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

We do not plan to add or increase material fees.
Curriculum
Speech-2009

1. Course Outlines of Record must be updated every 5 years to remain current for content, texts, student learning outcomes as well as for articulation purposes. Are you aware of the dates on your course outlines? If not, contact OIM to check. If you have courses that are over 5 years old, are you planning on updating them? Please list.

Speech faculty are in process of updating all Speech courses, with an expected completion at the end of the spring 2010 semester. At this writing, Speech 120 and 128 have been updated and approved and Speech 122 will sent over imminently. Speech 141 and 142 (Oral Interp of Lit I&II) will be combined into a single course; and we are looking at developing a Speech 110 for ESL students.

2. Are you planning on changing, updating or revising and degree or certificate requirements? If so, please explain how it will improve student learning, student success and/or access.

We are planning on revising the AA in Communications in order to eliminate courses and/or combine content into other courses for those courses we have been unable to offer due to a lack of enrollment. This will improve access.

3. Are you collaborating (or thinking about collaborating) with other departments to develop joint curriculum for learning communities? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

As mentioned, Speech 128 is already part of a learning community with English and Speech 120 will begin in fall 2010 to be linked with an English course.

4. Do you plan to develop any new curriculum? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Not at the moment.

5. Do you plan to develop any new Distance Ed courses or develop Distance Ed versions of existing courses? If so, please describe briefly and explain how it will improve student learning, student success and/or access.

Not at the moment

6. Do you plan to add or increase your material fees for any of your classes? If so, please list the classes and the proposed new or revised material fees for the respective classes.

NA