Meeting Minutes from February 13, 2014

Curriculum Committee

Present: Lisa D’Agostino, Rebecca Beal, Becky Brown, Caitlin Escobar, Luna Finlayson, Tom Hudgens, Dave King, Karen Koenig, Sara McKinnon, Jessica Park, A Joe Ritchie, Nadia Sanko, Sheila Whitescarver

Resource: Kim O’Gara

Guest: Patrick Kelly

Topics Discussed:

1. Becky Brown motioned to approve the minutes from 12-5-13, 1-23-14, and 1-30-14. Sheila seconded the motion. All members present voted to approve the minutes, with the exception of Sara McKinnon and A Joe Ritchie who were not at the meetings.

2. Sara McKinnon summarized the Academic Senate’s meeting. Most relevant to the Curriculum Committee is ACCJC’s requirement that if a student can take 50% or more of courses towards a degree online, the college has to report it. Kim O’Gara will send a list of CoM’s DE courses to Sara and Dave King to check to see if the college needs to file a report.

3. Kim O’Gara reported that all courses at UDWC were approved.

4. The committee discussed the process for implementing recency requirements for prerequisites. Patrick Kelly described his departments’ plan to implement five-year recency requirements for prerequisites in the main Chemistry (CHEM 131, 132, 231, 232) and Physics sequence (CHEM 108B, 207B, 207C). Sara reported that the Senate is working on developing language in AP 4260 that clearly describes the requirements for departments to implement recency requirements. The committee discussed the necessity of balancing student success and access. Tom Hudgens will work with Patrick to implement the recency requirements in the program description and course descriptions for next year’s catalogue, and the committee will check back in with Patrick in one year to discuss the impact of the requirements, if any. Departments are encouraged to poll current students to anticipate the impact of recency requirements in their area.

5. The committee discussed how it reviews class maximums and the role that the UDWC plays in determining class maximums. The committee also discussed how class maximums for distance education were determined and the status of distance education at CoM more generally. Dave King suggested that he invite Kathleen Smyth to a committee meeting to describe how distance education is supported.
6. The committee began discussing its goals for this spring semester and next fall, including developing a new curriculum database and form as well as reaching out to more faculty to help ensure curriculum is updated regularly. The committee will continue discussing its plans for spring and fall next week.

7. The committee moved to technical review.

Outlines Approved

CIS A.S., Certificate of Achievement
MMST 200A,D, and E
AUTO 215A, 250A
DENT 172, 174, 176, 178, 180, 182, 183, 184, 186, 187, 188
ELEC 290
MACH 130A, 131A