Curriculum/Gen Ed Committee

A Standing Committee of the Education Advisory Council

Wednesday, December 2nd, 2020 | 3:00 PM to 5:00 PM
Virtual Meeting via Zoom

Minutes

Committee – Voting Members ✔					
✔	Erin Briddick	✔	Doug Jones (Chair)	✔	Tara Nelson
✔	Magda D'Angelis-Morris	✔	Pam Kessinger		Nermine Ramadan
	Tammy Dowd Shearer		Cynthia Killingsworth	✔	Joanna Sullivan
	Marc Goodman	✔	Jane Loverin		Rick Willebrand
✔	Patty Hawkins	✔	Alexie McKee		

Committee Support – Non-Voting Members ✔					
✔	Joshua Andersen	✔	Anne Haberkern		Sarah Tillery
	Dorothy Badri	✔	Stacey Holland		Susan Watson
	Nicole Booker	✔	Nikki Paterson		
✔	Ann Cary		Avi Taylor		Emily Biskey

Guests ✔		
Seth Bloombaum (UAS)	Tanya Mead (ED)	Zita Podany (ED)
Alejandra Bonifacino (SPA)	Michael Meagher (HE)	Marshall Pryor (AMT)
Hillary Campbell (BCT)	Jim Parks (CJA)	Davina Ramirez (ESOL)

Amanda Davis (ID)	Linda Paulson (MSD)	
Jane Ellis (CJA)	Cristi Rae Playford (HE)	

Information Items from the Curriculum Office:
(These items do not require curriculum committee recommendation)

Grading Option Changes:

N/A

Experimental Courses:

ID 199B	Chief Architect
EMT 199L	EMT part 1 Didactic/Lecture
MLT 299A	Clinical Laboratory Practice II - Part A
BCT 199U	Residential Concrete
BCT 199S	Intro to Finished Stairs
MA 199A	Clinical Practicum
MA 199C	Clinical Practicum
TA 199W	Beg Pattern Drafting Theatre
WLD 199	Math for Welding
WLD 199A	Welding Capstone
MLT 299B	Clinical Laboratory Practice II - Part B
EMT 199M	EMT Part 2 Didactic/Lecture
EMS 199N	EMT Part 3 Lab/Lec/Lab
OMT 299F	Diagnostic Procedures II Lab
DS 199B	Heavy Duty Diesel Electrical/Cummins Electronic Controls Lab
DS 199D	Diesel Engine Rebuild and Lab Procedures
DS 199F	Truck Power Train Lab
DS 199H	Fuel Injection Systems (lec/lab)
DS 199J	Fund of Mobile AC (Lab)
DS 199L	PMI/Detroit Diesel Electronic Control Lab
DS 199N	Heavy Duty Power Train Lab
DS 199P	Fuel Injection Sys Diag & Cat Elect Eng Controls (lec/lab)
DS 199R	Mobile and Hydrostatic Hydraulics (lab)

DS 199T	Medium/Heavy Duty Truck Brake, Suspension & Steering Lab

Course Inactivation:

N/A

Notes from Curriculum Office:

N/A

Directions for Accessing CourseLeaf:

CourseLeaf can only be accessed via the MyPCC portal. Log into MyPCC, go to the Faculty tab, select the "Course Management" or "Electronic Approval Queue" link under the Faculty Tools menu, and then select "Curriculum Committee Chair" in the drop-down menu. You can also copy and paste this link directly into the Course Management window: https://catalog-next.pcc.edu/courseleaf/approve/?role=Curriculum_Committee_Chair.

New Business: ✓

Course # & Prefix	Course Title	Status	Discussion	Recommend	Recommend w/ Amendments	Postponed
BA 116	Microsoft Word for Workplace Communications	New	Postponed per SAC Request			✓
BA 216	Data Analytics with Excel and Tableau	New	Postponed per SAC Request			✓
BCT 125	Chief Architect for Remodelers	New	Revised Outcome 1: "Create, annotate, edit and plot construction drawings using basic Chief Architect commands and features." Revised Outcome 2: "Produce and print drawing files that meet construction industry graphic standards."		✓	
CJA 111	Introduction to Criminal Justice System - Police	Rev		✓		
CJA 225	Individual Rights and the Police	Rev		✓		

Course	Title	Type	Notes			
CJA 250	Human Trafficking	Rev		✓		
ED 225	Introduction to CTE	New	Changed the Course Type designation from CTE to LDC.		✓	
ESOL 150N	Level 5 Reading NC	Rev	Revised Outcome 1: "Demonstrate an understanding of the development of …"		✓	
ESOL 152N	Level 5 Writing NC	Rev		✓		
ESOL 154N	Level 5 Communication NC	Rev	Revised Outcome 1: "Demonstrate understanding oral communication …"		✓	
ESOL 160N	Level 6 Academic Reading NC	New	Revised Outcome 1: "Demonstrate an understanding of the development of …"		✓	
ESOL 162N	Level 6 Academic Writing NC	New		✓		
ESOL 164N	Level 6 Academic Communication NC	New	Revised Outcome 1: "Demonstrate an understanding of the development of …"		✓	
HE 255	Health, Film, and Media	Rev		✓		
HST 248	Latinx History	New	Postponed per SAC Request			✓
ID 140	Chief Architect for Interior Design	New		✓		
MSD 194	Effective Presentation Skills	Rev	Revised Course Title: "Effective Presentation Skills Using PowerPoint" Revised Transcript Title: "Eff. Presentation Skills PP"		✓	
SPA 219	Spanish for Heritage Speakers - 3rd Term	Rev	Postponed per SAC Request			✓
UAS 101	UAS Pilot Test Prep	Rev		✓		

UAS 102	UAS Flight Operations	Rev		✔		

Discussion:

Curriculum Committee Retreat

- Scheduled for Thursday, March 18th, 2020 from 1pm to 4pm during Finals Week.
- Topics –
    1) Orientation and Training on the Curriculum Process: what is "HECC", "OTAC", "CCWD"; what are the curricular and regulatory differences between CTE and LDC; what are specific PCC internal curriculum policies; etc.
    2) Review MTM (Major Transfer Maps), the recent, state-wide legislated degree paths (like the AAOT).
    3) Rubrics for CCOGs: why certain verbs work better than others (for example, why not "understand"); which parts of a CCOG should the committee actively review (for example, the course addendum); draft a one page cheat sheet to give to SACs to assist them in reviewing their course curriculum and what to expect from the committee; etc.
        - It would be helpful to gain more insight into how the different SACs actually assess their outcomes. This would help the curriculum committee develop strategies and recommendations to the SACs.

Curriculum Committee Composition

- The EAC bylaws for the curriculum committee state that only faculty can be voting members.
    - Traditionally, mainly full-time faculty have participated with few part-time faculty members in attendance. However, there is funding for part-time faculty to participate: 4 hours for prep work and 2 hours for the meeting.
- Should the committee allow non-faculty to be voting members? Should the ASPCC student representative be a voting member? How big should the committee be?

A Student-facing Curriculum Process for the Future?

- What would a student-facing curriculum process look like? How might it incorporate academic pathways, advising redesign and strategic enrollment? Would SACs review ALL its curricula every 3 years at once? There are other curriculum models to look at and learn from. More to come on this in the future.