



**PALO VERDE COLLEGE
Curriculum Committee**

Minutes

**September 13, 2012
3:00 p.m.
CS123/124**

I. Call to Order

Hortensia Rivera

Meeting called to order at 3:04 p.m. with the following members in attendance:

ASG Rep.	_____	Paul Shibalovich, Division Chair	_____ ✓
Derek Copple /Greg Snider, Div. Chair	_____ ✓	David Silva, Div. Chair	_____
Sheri Jones, Div. Chair	_____ ✓		
Carlos Medina, Div. Chair	_____ ✓	Ex-Officio Members:	
Scott Peterson, Div. Chair	_____ ✓	Irma Dagnino, A.O.	_____ ✓
Kay Ragan, Co-Chair	_____ ✓	June Turner, Librarian	_____
Mike Rhoades, Div. Chair	_____ ✓	Shelley Hamilton, Director of A&R	_____ ✓
Hortensia Rivera, Co-Chair	_____ ✓		

Guest(s): Peter Martinez, Greg Snider (represented Derek Copple)

Recorder: Lisa Holmes

II. Approval of Agenda –September 13, 2012

Action Item

It was moved by Mike Rhoades and seconded by Greg Snider to approve the agenda for September 13, 2012. All members in favor; motion carried.

III. Approval of Minutes –May 10, 2012

Action Item

It was moved by Mike Rhoades and seconded by Greg Snider to approve the minutes for May 10, 2012. All members in favor; motion carried.

IV. Articulation Report

Information/Action Items

Irma Dagnino will be asking the divisions for help in clarifying course information so that she can submit our course outlines for CI-D descriptors; this is necessary to complete our TMCs so that we are compliant with SB1440.

IV. Old Business

Information/Action Items

V. New Business

Information/Action Items

A. Review Course Outline Template

The committee discussed the possibility of revising the course outline template for various reasons; Kay hopes that ultimately these revisions would simplify the form for the faculty. The SLO and course objectives need to be separated as they are two entirely different things. SLOs are what you should expect to do when done with the course while objectives are why you enroll in the course. The recommended number of SLOs is 3-5 and there should be no more than 10 objectives. The course content is important for articulation and should be separate from lab content. There should be 3 texts listed; not all are required but at least one of them must be used. Methods of Evaluation should be Methods of Assessment so that it matches the new SLO template.

B. Technical Review Subcommittee

The committee discussed creating a smaller committee, a sub-committee of the Curriculum Committee to review course outlines before they are submitted to Curriculum for approval. This Technical Review Committee will look at everything such as formatting, outline of topics, textbooks and making sure the objectives match the course content. The committee would consist of Kay Ragan, Lisa Holmes, Hortensia Rivera, Irma Dagnino, Sheri Jones and one Division Chair. The faculty members can rotate so that every division has a chance to participate. Carlos Medina will be the first faculty member to sit on the new sub-committee. The faculty member who forwards a Course outline will be invited to the Technical Review Committee during the review of their course. The first meeting will be on September 18 at 4:00 p.m.

C. Schedule of Submissions – Develop Timelines

The deadline for CSU-GE articulation is December so all new courses need to be in well before. Adjunct faculty need to be involved in updating course outlines. For those outlines that we don't have any faculty members who can update the outline we could use CI-Ds as examples.

D. SB1440

TMC templates for various programs were handed out to the appropriate Division Chairs. Kay asked that they have their divisions start looking these over to determine if they are programs that we could or should use as AA-Ts or AS-Ts. Irma will work closely with the divisions. A discussion followed regarding the possibility of creating a "Studio Arts" degree since it falls in line with our drawing/animation/graphic design courses and certificates. Kinesiology was also discussed.

E. Repeatability – Title V Regulations

Hortensia Rivera discussed the Title 5 regulation revisions regarding repeatability. According to the new regulations there are only three instances where a course can be repeatable. A handout was provided regarding families and a discussion followed.

VI. Discussion/Information Items

Scott Peterson requested training for adjunct – Faculty handbook (evaluations, instructional policies/procedures, SLO assessment, etc.)

VII. Next Meeting –

Committee/Information Item

October 11, 2012 in CL 129

VIII. Adjournment of Meeting

Hortensia Rivera

Being no further business, the meeting adjourned at 4:30 p.m.