Pierce Curriculum Committee
Minutes
College Services Building (CSB) Conference Room
10 am to 12 pm
4 September 2015

Attendees
Chair: Constance Moffatt
Voting Members: Elizabeth Atondo, Marisa Diehl, Jason Finley, Anthony Gabrielli, Jenny Ghiglia, Jodi Johnson, Anne Le Barbu, Tesi Low, Michelle Meyer, Shilo Nelson, Wayne Perkins, Margarita Pillado, Emmanuel Sabaiz, Chad Snow, Rebecca Yates
Non-Voting Members: Kristine Ayvazyan, Giselle Calubayan, Teresa Frost, Miriam Gottlieb, Donna-Mae Villanueva
Apprentices: Ken Windrum
Guests: Jill Lockard, David Schamus, Michael Gend, Ferhiz Brewer, Susan Rhi-Kleinert

1. Call to order The meeting was called to order at 10:04 am

2. Public Commentary None

3. Approval of Agenda Approved

4. Approval of minutes from 5/29/2015 Amend 7b that the opposing vote was Margarita Pillado. Minutes approved as amended.

5. Chair’s update:
   • Still on track for CurricuNet. The elements we approved have been put into place by their techs.
   • Call for member in Area IV [from the disciplines housed in the following departments: Agriculture and Natural Resources; Center for Academic Success; Computer Applications and Office Technologies; Counseling; Industrial Technology; Computer Science and Info Tech]
     Ratify David Schamus as Area IV member to Senate

6. Discussion Items
   a. Goals for 2015-16:
      • Complete the CC handbook
      • Create a list of acronyms used in the curriculum process Skip Perkins
      • Make guidelines for curriculum members on how to read a COR more effectively
        Part of this is on the website. This will likely be part of the Curriculum Handbook.
      • Create a cohort of curriculum committee tutors to help update CORs
      • Engage a curriculum liaison in each department who will be trained in
creating/updating/archiving a COR. Anthony Gabrielli, Tesi Low. A meeting will be set to review all elements. It was recommended that there be a liaison for each discipline so that the CORs start off with fewer errors.

- Review Advance Course Guidelines
  Currently there are no advanced courses except for Journalism 217. Courses were approved for one semester only back in Spring 2013, and were not re-approved. Advanced courses need to be updated with the COR.

- Another goal is to be aware that the Outcome 6-year cycle will be realigned to the Strategic Plan’s 4-year cycle as part of the Outcomes Action Project for the quality focus essay. This will impact curriculum in that members should be aware when reading CORs and how they are integrated with the cycles.

b. Open membership/term limits
   - Looking for two volunteers to do peer validation of Senate committees. This will require about an hour of your time. The report is completed via a template.
     Jodi Johnson and Marisa Diehl

c. General Education Statement: 2014–2016. We must validate the General Education statement and then proceed to back it up with actions—whether through courses or events/activities—that support the mission of general education for the community.

One Function that pertains to Curriculum is General Education:

**GENERAL EDUCATION**
A program of general education comprised of associate degree programs and other planned experiences which develop knowledge, skills, and attitudes necessary for the student to be effective as a person, a member of society, a worker, and a citizen, thereby enhancing the quality of life for the individual and for the society at large.

**General Education Philosophy**
Pierce College recognizes that education encompasses more than the completion of a program of study. Education is a *lifelong* process that is both interactive and personal. Our General Education Program is designed to encourage students to develop foundational skills and to garner knowledge so they may become *lifelong* learners and effective participants in our society.

GE Philosophy validated unanimously.

7. Action Items

a. Validation/changes to Charter
   Approved amendments to the punctuation to the curriculum areas. Revision to Dance/Music/Theater in Area 1 to be replaced with Performing Arts. And History is added to Area 2 as part of Philosophy/Sociology. Full discussion of
Charter next meeting.

b. Validation of General education statement
   Validated unanimously

c. NMP –2015-09-04_NMP F15-01-SLO.pdf. Regarding separation of SLO from COR
   Colleges must show a connection with SLOs to the COR according to standard II.A.3. However, Title V does not require SLOs to be an element of the COR. Pierce is currently connecting SLOs as addenda to the COR. The committee discussed the option of moving towards embedding SLOs as a field in the new CurricuNet system. Or use Harbor’s model of putting a hyperlink in the COR to the SLO database.

   Called the question: Maintain the SLO inside the COR.

   Motion failed 7-8-0. Even though the motion was defeated, the sense of discussion was that SLOs ought to be included in a field configuration within CurricuNet as we are building it.

d. New Courses Approved with two amendments: correct advisory and typos
   40232 Comm. St 100 Intro. To Comm. Studies

  e. COR Updates—Credit Courses Approved unanimously
     42254 Bus. 001 Intro to Business
     43952 Math 120 Plane Geometry
     43955 Math 125 Intermediate Algebra

f. Reinstatements

g. Courses to be Archived

h. Distance Ed Requests

i. Honors Requests

j. Pre-requisites Approved with 7.e
   43952 Math 120 Plane Geometry
   43955 Math 125 Intermediate Algebra

k. Substantive changes to an approved credit program

l. Non-Substantive changes to a program

8. Information updates Approved Unanimously
a. SLO Only Updates
   40071 Meteorology 003 Intro to Weather and Climate
   45207 Physics 6 Genl. Physics

b. DE/TBA Only updates

c. Advisories, Pre-requisites, Co-requisites Only

d. Honors Only Updates
   None

e. Administrative Archives / Catalog Update / C-ID required modifications

f. Announcements

Meeting adjourned at 11:45 am

2015-2016 Meeting Dates

- **Fall 2015:** September 4, October 2, November 6, December 4
- **Spring 2016:** February 12, March 4, April 1, May 6

All Curriculum Information and Materials are posted on the Pierce Curriculum website:

http://faculty.piercecollege.edu/curriculum/