



Compton Curriculum Committee Minutes

Tuesday, February 20, 2018

Location: VT 124

Time: 2:30-4:00pm

Committee Members Present: Harvey Estrada, Hassan Elfarissi, Jennifer Hill, Sevana Khodagholian, Maya Medina, Kendahl Radcliffe, Holly Schumacher, Ayesha Sirajuddin, Gerson Valle, Nikki Williams, Dr. Stephanie Atkinson-Alston, Roza Ekimyan

Committee Members Absent: Charles Hobbs, Hoa Pham, Abiodun Osanyinpeju

Guests: Sean Moore, Eyob Wallano, Mandeda Uch, Dale Ueda, Aurora Cortez Perez, Essie Preston

Note: The College Curriculum Committee (CCC) needs 7 voting members for quorum. R. Ekimyan informed the committee that N. Williams will be serving on the CCC on behalf of the Academic Senate as the Distance Education representative until the position is filled. She also informed the committee that SLO Coordinator Hoa Pham has a scheduling conflict this semester and will not be able to attend meetings, however she plans to stay an active member of the CCC.

Call To Order: 2:45pm

Items:

I. Voting of the Bylaws

- a. R. Ekimyan called on the voting members of the CCC for any further recommendations for revisions to the bylaws that were distributed for review. No further feedback was given at that time by the committee.
- b. Guest E. Preston shared her concern regarding the Vice President of Academic Affairs (VPAA) not being a voting member of the CCC. She presented literature to R. Ekimyan and the CCC showing that the VPAA is a voting member at El Camino College and Napa Valley College. R. Ekimyan accepted the documents and assured the committee and guests that the VPAA plays a role in the curriculum review process, however it is not the policy of Compton College that they be a voting member of the committee.
- c. Call for approval of the Compton College Curriculum Committee Bylaws. No objections. Motion to move forward to Academic Senate. M/S/P

II. Approval Process for Curriculum Committee

- a. Compton is still in the sandbox in CurricUNET META. Academic Affairs is waiting on the divisions to submit the courses they want brought over from El Camino College so they can be uploaded into the system.

- b. Technical Review Standard- R. Ekimyan and Dr. Atkinson-Alston have been discussing workflow and technical review. There will be 3 members who will conduct the technical review and edit course outline of records (COR), ideally submitting them 2 weeks in advance of scheduled meetings to R. Ekimyan. After technical review, the courses are forwarded to the CCC for review and approval.
- c. The approval process continues to Academic Senate, Compton College Board of Trustees, and El Camino College Board of Trustees. Compton College curriculum will have to be approved by ECC Board of Trustees until spring 2019.
- d. After these local approvals, the courses and proposals are entered into the Chancellor's Office Curriculum Inventory (COCI). Depending on the type of proposals and the turnaround time for approval at the state level, the courses can be made available for scheduling and input into the next catalog.
- e. Dr. Atkinson-Alston- Curriculum can only be approved courses, if they are degree or certificate based. Stand-alone courses are not going to be supported. She encouraged learning more about Guided Pathways including attending workshops.

III. Compton Curriculum Process & Discussion of Pre-requisites (Sociology)

- a. Dr. Atkinson-Alston- Faculty need to look at the course information for the courses being brought over from El Camino College, especially the prerequisites, co-requisites and advisories. Sociology 101 with the required prerequisite of eligibility for English 1A was used as an example. Other Sociology courses listed "recommended preparation" of Sociology 101 and eligibility for English 1A. Inconsistencies in requisites should be updated. Changing the Sociology 101 prerequisite to "recommended" would change the enrollment for that course.
- b. Faculty need to be aware of the COR information of the courses being brought over from El Camino College to make sure that any changes can be made and updated as necessary.
- c. Dr. Atkinson-Alston recommends doing COR review every 5 years to fall in line with program review.
- d. For online courses or hybrid courses, an addendum has to be submitted with distance education.

IV. Credit Hour- Dr. Stephanie Atkinson-Alston

- a. A power point presentation handout "Credit Hour Calculations" was distributed to the members and guests. Dr. Atkinson-Alston gave an overview of the handout including definitions of Carnegie Hour and credit hour calculations.
- b. She encourages faculty to do 54 hours in case there are holidays during the semester to ensure they meet the 48 hour minimum.

V. Compton Curriculum Review Calendar 2018

- a. H. Elfarissi moved to approve the 2018 curriculum review calendar with the following corrections: Add February 22 and March 1 Academic Senate meeting dates. Remove June 7 Academic Senate meeting date.
- b. S. Khodaghlian seconded. M/S/P
- c. Calendar will move forward to Academic Senate for approval with corrections.

Adjournment: 3:30p.m.