



CURRICULUM COMMITTEE MEETING MINUTES

Facilitator: Sean Moore – Curriculum Committee Chair

Recorder: Noemi Monterroso / Time Keeper: Vacant

Date: November 9, 2021 / Time: 2:00 p.m. - 3:30 p.m.

Location: <https://cccconfer.zoom.us/j/94425569785>

Vision:

Compton College will be the leading institution of student learning and success in higher education.

Mission Statement:

Compton College is a welcoming and inclusive community where diverse students are supported to pursue and attain student success. Compton College provides solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for completion of programs of study, transition to a university, and securing living-wage employment.

Attendees Present: Michael VanOverbeck, Sean Moore, Maya Medina, Shay Brown, Noemi Monterroso, Kent Schwitkis, Todd Kler, Sheri Berger, Brittany Bracy-Olayele, Donald Roach, Amber Gillis, Corina Diaz, Charles Hobbs, Kendahl Radcliffe, Paul Flor, Nathan Lopez, Harvey Estrada

AGENDA: Meeting began at 2:03pm

1. **Approval of Agenda:** November 9, 2021
 - **Michael VanOverbeck motioned to approve agenda. Corina Diaz seconded. Approved**
2. **Approval of Minutes:** October 26, 2021
 - **Todd Kler motioned to approve minutes. Shay Brown seconded. Approved**
3. **Reports:**
 - a) Vice President, Academic Affairs – Sheri Berger
 - Catalog has addendum due to changes/updates. Things were left off so addendum has been posted online
 - b) Curriculum Analyst – Maya Medina
 - No Report
 - c) Articulation Officer – Not Present
 - d) DEFC - (Vacant)
 - e) SLOC – Amber Gillis
 - No Report
4. **Consent Agenda Items:**
 - **Michael VanOverbeck motioned to approve Consent Agenda Items 4a – 4e. Todd Kler seconded. Approved**
 - a) 6-Year Standard Course Review - No Proposed Changes: GEOL 106 - Earth Science in Education; HDEV 101 - Orientation to College and Educational Planning; HDEV 107 - Navigating the Transfer Process; PE 186 - Women's Intercollegiate Volleyball Team; PE 217 - Sports Officiating; and THEA 270 - Beginning Theatre Production.
 - b) CSU/IGETC Articulation Review: THEA 270 - Beginning Theatre Production.

- c) Course Review- Conditions of Enrollment: MATH 150H - Honors Elementary Statistics with Probability; and PSYC 122 - Research Methods in the Behavioral Sciences.
- d) Distance Education: GEOL 106 - Earth Science in Education; HDEV 101 - Orientation to College and Educational Planning; HDEV 107 - Navigating the Transfer Process; PE 217 - Sports Officiating; PSYC 122 - Research Methods in the Behavioral Sciences; and THEA 270 - Beginning Theatre Production.
- e) Distance Education- EFOMA: PE 186 - Women's Intercollegiate Volleyball Team.

5. Action Items:

- a) First Read - New Courses: PHYS 101 - Physics for Engineers and Scientists I; PHYS 102 - Physics for Engineers and Scientists II; and PHYS 103 - Physics for Engineers and Scientists III.
 - **Todd Kler motioned to open item 5a. Michael VanOverbeck seconded.**
 - Kent S.: Courses will get us back into competition with neighboring colleges. These courses are needed for students that are transferring to universities. Current physics 150/152 are required as first semester in universities. Students would be able to complete Physics 150/152 material in 1 course. Converts the current 4-course sequence (PHYS 150/152/250/252) into a 3-course sequence (PHYS 101/102/103) which aligns with university sequences.
 - **Michael VanOverbeck motioned to close item 5a. Todd Kler seconded.**
- b) Removing DECS as optional from CNET and discuss DE addendum approvals in CNET with our future DE Coordinator.
 - **Shay Brown motioned to open item 5b. Todd Kler seconded.**
 - Sean M.: Reached out to former DE Faculty Coordinator and DECS members to ask if they would like to be removed from review process in CNET. They all said it was okay. Any feedback on this?
 - Michael V.: Until we get a coordinator, DECS should be removed or optional in CNET
 - Todd K.: Agrees
 - Sean M.: Will work with new DE Faculty Coordinator to decide if they and DECS members want to be involved in CNET review process. It may be easier if only DE Faculty Coordinator is added to CNET review process since there are less courses that need DE addendums and would only need to review them moving forward.
 - **Michael VanOverbeck motioned to remove DECS as optional from CNET until we have a new DE Faculty Coordinator. Todd Kler seconded. Approved**

6. Additional Annual College Curriculum Committee Training:

- a) VP Berger presenting attendance accounting.
 - Presentation reviewed FTES and Attendance Accounting Methods (i.e., weekly student contact hour, daily student contact hour, actual hours of attendance, independent study and work experience, noncredit distance education)
 - FTES: 1 FTES = 525 weekly student contact hours (1 student, 15 hours per week, 2 semesters of 17.5 weeks each)
 - FTES Essential Formula = (# of students) X (Number of contact hours per student) / (525 Hours per FTES)
 - Term Length Multiplier (TLM) = Compton CCD has a 16.4 TLM
 - Weekly Apportionment can be collected during primary terms only, if the class start/ends on the same date as primary term, meets regularly every week, meets same # of hours

each week. Holidays are 'forgiven' (This can include synchronous online courses)

- Census is the week closest to 20% point of the course
- Example: for a 3 unit lecture class that meets either MW or TTH 9-10:25am = 85min/50 Carnegie hour = 3.4 hours/week x 16.4 (TLM) = 55.76 hours contact hours
 - 30 students x 55.76 hours paid / 525 = 3.19 FTES
- Daily Apportionment can be collected if the class meets at least 5 days and meets the same number of hours each day. Holidays are not 'forgiven'.
 - Census is the day closest to the 20% point of the course
 - Example: 8-week course meets 3.6 hours per session (MW 9-12:20) = 3.5hours/session X 15 sessions = 54 hours contact hours
 - 30 students x 54 hours paid / 525 = 3.09 FTES
- Alternative Accounting – for Independent Study and Coop Ed. This is used when students do not meet synchronously with professor for duration of course.
 - Paid Hours = Course units x TLM
 - Example: 30 students x (3 units x 16.4 TLM) / 525 = 2.8 FTES
- Alternative Accounting – for Asynchronous. This is used when students do not meet synchronously with their professors or if any portion of class does not meet with instructor. This includes Hybrid courses.
 - Paid hours = Units x TLM (17.5 for online courses)
 - Example: 30 students x (3 units x 17.5 TML) / 525 = 3 FTES
- Positive Attendance is based on actual number of hours the student received instruction. This includes noncredit classes and open-entry/open-exit classes when the class is irregularly scheduled, or meets less than 5 days.
 - FTES = Total number hours attended / 525
 - 54-hour class meets for 45 hours
 - Example: 30 students x 45-hour attendance / 525 = 2.6 FTES
- Non-Credit Distance Education – Needs to have two census dates; one at the 30% mark of course and another at 60% mark. Take average attendance from both census dates to calculate FTES. Current technology doesn't have the capability for this
- Donald R: What is the \$\$ per FTES?
 - VP Berger: Per presentation by Christopher Ferguson, 1 FTES = \$4,009 (credit course), \$5,622 (non-credit courses that are part of certificate) , \$3,381 (non-credit). Link to presentation provided for more info.

7. Reinstated Item(s):

- a) None.

8. Information Items:

- a) Attending the Ethnic Studies Workshop with Dr. Sandy Dixon on November 15, 2021, with Nathan Lopez, to discuss ESTU 105 CSU GE Area F and ensure the course meets the core competencies requirement to gain approval when resubmitting.
- b) Sent an email to Nathan Lopez, Dr. Radcliffe, and Melain on November 5, 2021 regarding revising history courses to be approved in CSU area F.
 - Revision can include adjusting the prefixes only or making sure the core competencies are there
- c) Attended 2021 ASCCC Fall Plenary November 4 -6, 2021 and voted on resolutions.
 - If ESTU course was not approved in Fall but approved in Spring, the course will be honored by transfer institutions if student took it in Fall
- d) To foster course inactivation proposals at Academic Senate, a division date of approval has been

added to the inactivation of course proposals in CNET, as well as, check boxes that provide reasons for the inactivation.

- This will formalize discussions in division and academic senate

9. Discussion Item:

- a) Additional comments or questions by committee members and/or all attendees.

Todd Kler motioned to adjourn meeting at 3:18pm. Corina Diaz seconded. Approved

Meeting adjourned at 3:18pm