



**CURRICULUM COMMITTEE  
MEETING MINUTES**

**Facilitator: Sean Moore – Curriculum Committee Chair**

**Recorder: Noemi Monterroso / Time Keeper: Vacant**

**Date: September 28, 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:** Sean Moore, Sheri Berger, Nathan Lopez, Melain McIntosh, Hassan Elfarissi, Michael VanOverbeck, Todd Kler, Shay Brown, Corina Diaz, Amber Gillis, Paul Flor, Brittany Olayele, Maya Medina, Jose Martinez, Charles Hobbs, Kendahl Radcliffe, Noemi Monterroso

**AGENDA:**

**Meeting called to order at 12:04pm**

- 1. Approval of Agenda: September 28, 2021**
  - [ Corina Diaz ] motioned to approve agenda. [ Todd Kler ] seconded. Agenda Approved.
- 2. Approval of Minutes: September 14, 2021**
  - [ Brittany Olayele ] motioned to approve minutes. [ Shay Brown ] seconded. Amber Gillis abstained (not present in last meeting). Minutes Approved.
- 3. Reports:**
  - Vice President, Academic Affairs – Sheri Berger
    - No report
  - Curriculum Analyst – Maya Medina
    - No report
  - Articulation Officer – Melain McIntosh
    - Reviewed Articulation Request Calendar. Attachment provided in chat.
    - Submit courses in a timely manner if you want courses to be approved for CSU/UC transfer or IGETC/CSUGE. There are a few steps of review and approval. Ideally, start approval process 2 month’s in advance of BOT meeting. New courses require two reads at Curriculum Committee and Academic Senate
      - Curriculum Committee
      - Academic Senate
      - Board of Trustees (BOT)
      - CCC Chancellor’s Office (State) if it’s a new course

- IGETC and CSUGE are only done once per year and only effective in the Fall.
- DE approval is not required prior to articulation submission. It is recommended to submit for DE approval but if deadline to submit is coming up, prioritize submitting a clean course for review then do DE approval process in future
- COR must comply with Articulation guidelines. Reach out to Melain for additional help.
- DEFC – (Vacant)
- SLOC – Amber Gillis
  - As you review courses in CNET, make sure the SLOs are aligned. Has found some SLO's that are not aligned with an ILO. Has reached out to faculty and met with a few to review courses and make sure they are aligned.
  - Canvas: Working on developing course rubrics and looking into how to integrate Canvas and eLumen.

#### 4. Consent Agenda Items:

- [ **Michael Van Overbeck** ] motioned to approve Consent Agenda Items 4a – 4c. [ **Charles Hobbs** ] seconded. **Approved.**
- a) 2-Year CTE Course Review No Proposed Changes: ACRP 101 - Introduction to Automotive Collision Repair; CDEV 115 - Introduction to Curriculum; CDEV 118 - Science and Math for Young Children; RE 116 - Real Estate Economics; RE 131 - Mortgage Loan Brokering and Lending; RE 140 - Real Estate Appraisal; and RE 141 - Advanced Real Estate Appraisal.
  - b) 6-Year Standard Course Review No Proposed Changes: BIOL 101H - Honors Principles of Biology I; BIOL 102H - Honors Principles of Biology II; HUMA 101 - An Introduction to the Humanities; JOUR 108 - Advanced Reporting and News Editing; and THEA 104 - Dramatic Literature.
  - c) Distance Education: ACRP 101 - Introduction to Automotive Collision Repair; BIOL 101H - Honors Principles of Biology I; BIOL 102H - Honors Principles of Biology II; CDEV 115 - Introduction to Curriculum; CDEV 118 - Science and Math for Young Children; HUMA 101 - An Introduction to the Humanities; JOUR 108 - Advanced Reporting and News Editing; RE 116 - Real Estate Economics; RE 131 - Mortgage Loan Brokering and Lending; RE 140 - Real Estate Appraisal; RE 141 - Advanced Real Estate Appraisal; and THEA 104 - Dramatic Literature.

#### 5. Action Items:

- a) First Read New Courses: COSM 118 - Preparation for the State Board of Barbering and Cosmetology Practical Exam.
  - [ **Michael Van Overbeck** ] motioned to open Action Item 5a. [ **Todd Kler** ] seconded.
  - COSM 118 is a 1 unit course. It is designed for students to get a refresher and prepare for the state board exam. We have a lot of students that complete the program and come back later. Students would come to class one day per week.
  - Melain: When would students meet? How many times can a student take the course?
    - Sean: Designed to be in the day. Students would come to the day the cosmetology program reviews state board procedures for the practicum. It's not for students that need hours, it's for students that just need a refresher to prepare for state board exam.
    - Sean: It's not expected that students need to retake the course. They may be able to petition to retake course if they passed it already.

- [ Todd Kler] motioned to close item 5a. [ Michael Van Overbeck ] seconded.

b) Second Read New Program: ESL Level I – Certificate of Completion.

- Brittany reviewed the Certificate of Completion requirements. It's for students whose primary language is not English and is meant to encourage students to continue with the program. It helps students build their communication, conversation, reading, and writing skills
- VP Berger: Putting classes into a Certificate of Completion means that the courses would now be eligible for enhanced non-credit funding which is a higher rate of funding for each FTES
- **Action item 5b is approved**

**6. Annual College Curriculum Committee Training Required by the California Community College Chancellor's Office:**

a) VP Berger Presenting Title 5, Section 55002 PPT.

- Reviewed Standards and Criteria for Courses and Title X regulations for Curriculum Committee
  - Reviewed requirements for credit courses (degree applicable vs non-degree applicable)
    - Grading policy, units, intensity, prerequisites/corequisites, basic skills requirement, difficulty, level, COR
    - Non-degree applicable course still follows the criteria for degree applicable courses but it's less intense and doesn't have critical thinking component
  - Reviewed requirements for non-credit courses
    - No awarded any units of credit but do have hours associated with them. There is no unit-hour alignment requirement. It's about the instruction that is all being delivered in the classroom.
    - Non-credit courses can be repeated
    - Can be awarded grades – P, NP, SP. "SP" for Satisfactory Progress, "SP" can only be awarded in non-credit courses
  - Reviewed Not-for-credit requirements - Community Services Offering
    - Courses open to community, community pays to take class, the cost of taking the class has to cover the cost of instruction.
    - Currently, Compton College does not have the infrastructure capacity to offer Community Services Offerings. It's in the Compton College 2024 goals to start offering these types of courses
- Todd: If an assignment in course includes writing, do you need to add English as a prerequisite?
  - VP Berger: No. You can have a writing assignment in your class without adding an English prerequisite. You wouldn't add an English course as a prerequisite unless there is a direct need to have that level of English as a prerequisite to your class. You would need to show that connection and justify it.
- Brittany – Hybrid non-credit courses requirements. How would the hours look like if you are doing a flipped classroom in a non-credit class?
  - VP Berger: This would be under attendance accounting. Non-credit have always been subject to different rules and treated like attendance accounting. All non-credit courses are done through positive attendance; keep track of every student every day to report the hours. Currently in process to change rules in DE and is expecting new guidance on how we count DE noncredit attendance -

more in line with credit courses

- VP Berger will be added to future agenda to review attendance counting further.

**7. Reinstated Item(s):**

- a) None.

**8. Information Items:**

- a) AB-361 signed by Governor Newsom. As a result, our College Curriculum Committee meetings will remain online using Zoom.
- b) Current *COR Update Needed by Pathway Faculty Fall 2021* document.
  - Refined document. Document has been sent to faculty that had a course end review, need to launch a course, or have a course in draft mode. Document was sent because these courses need to meet articulation for CSU/UC/general transferability and be approved in a timely manner. Feel free to connect with Sean with any questions.

**9. Discussion Items:**

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

**[ Todd Kler ] motioned to adjourn meeting at 2:43pm. [ Michael VanOverbeck ] seconded.  
Approved**

**Meeting adjourned at 2:43pm.**

