GROSSMONT COLLEGE CURRICULUM COMMITTEE MINUTES
October 12, 2021

In Attendance:
Dee Aceves, Curriculum Co-Chair (Faculty); Marshall T. Fulbright III, Curriculum Co-Chair (VPAA); Liz Barrow, AHN; Caylor Cuevas, COUN; Jeanette Calo, ALC; Carl Fielden, COUN/A.R.C.; Felicia Kalker, LTR/SLOs; Sharon Sampson, CTE/WD; Karen Hern, CTE/WD; Raymundo Quezada, ESBS; Sebastien Cormier, MNSESW; Angela DiDomenico, MNSESW; Jason Stevens, Member at Large; Javier Ayala, CTE/WD Dean; Tenille Venard, Evaluations Advisor; Krista Ames-Cook, IOPS Interim Supervisor; Dave Dillon, DE Coordinator (Advisory Member); Pearl Lopez, Academic Senate President (Guest)

Not in Attendance:
Alan Traylor, ESBS; Hadeel Yaqoub, ALC; Martha Clavelle, COUN Dean; Aundrea Kaiser, ASGC Student Rep.; Bobbi Prilaman, IOPS Assistant (Admin. Support)

I. **Call to Order** – Dee Aceves called the meeting to order at 2:03 PM.

II. **Approval of Meeting Summary from 5/25/2021**

   Hern/Calo to approve the Meeting Summary from May 25, 2021. Vote: 16 Yes, 0 No, 0 Abstentions.

III. **Distance Education (DE) Proposals** –

   A. Committee reviewed 36 proposals recently approved by the Online Teaching and Learning Committee (OTLC) prior to today's meeting.

   B. Distance Education Proposal Update/Overview:

   i. Dave provided a summary of updated DE process and new DE form used for this year's submissions. Faculty were/are supportive of the changes/updates overall. Large number of submissions this round, especially compared to previous years. Carl, also on OTLC, added his perspective and thoughts on DE proposal used for this round.

   ii. Question from Jeanette about how information on best practices for a DE course are shared with all instructors if chair or another colleague fills out form. Dave responded that some of these may have been sent back for revision so that we aren't boxing anyone in to one approach/practice. Possible future addendum to on COR is the distance education (DE) status.

   iii. Marshall commented that communication needs to be happening and this (DE Proposals) need to be a collaborative process from a curriculum perspective within a department/discipline. Liz added that this (lack of communication) is not unique to DE Proposals. She has witnessed this when reviewing Program Reviews.

   iv. Comment from Liz (in Zoom chat): Form was easy to use and made you think about all aspects of a DE course. Jeanette agreed (in chat): Maybe we (Chairs/Coordinators) should be more specific that this should be discussed by a department, not just a form to be checked off. Liz continued (in chat): Yes, agreed. A department conversation, even with instructors not teaching that course.

   v. Question from Krista about if a DE proposal marked "Partially Online/Hybrid" only, how is this being tracked/ shared from an operational and implementation standpoint. Previously we only had two options – DE (which could be fully online or hybrid) or ERT (emergency remote teaching) only. Felicia raised a similar question.

   vi. Marshall added that this is part of a larger/fundamental issue. Curriculum should not be part of enrollment management.

   vii. Dave commented that the form should possibly be consolidated to only have "Online (Fully or partially)" or "Emergency only" options so that it is up to the chairs/coordinators and deans for selecting the modality. If wanting to ask faculty how they plan to offer the course, then could break it out to fully online, partially online, or emergency. The previous "DE" approval gave you (chairs/coordinators and deans) all the options for them to consider when scheduling, rather than needed to anticipate that on the proposal.

   viii. Felicia added (in chat): Suggestion for a larger campus-wide conversation about the definitions for fully online, partially online, etc. Was the previous interpretation of partially online/hybrid being 49% or 51% a local decision? Are there other options (for percentages) that could be requested?

ix. Marshall added (in chat): Maybe we could/should adopt a local rule regarding what WE considered would be a hybrid in OUR schedule.

x. Dee shared that when the DE Proposal form was being reviewed and updated; the work group looked for existing GCCCD BPs or APs about offering hybrid courses at 49%/51% and did not find any.

xi. Jeanette added that the focus for students (in the schedule) should be if the course would be offered synchronously or asynchronously, so they can plan/schedule accordingly.

xii. Dee commented that Pearl is joining us today as a guest. This will need to be a larger campus conversation.

C. Distance Education (DE) Proposals:
Committee reviewed the following proposals in advance of the meeting. There were no questions or comments from the committee and all will be on the Consent Calendar/Presentations on Oct. 26, 2021.

ASTRONOMY DE:	ASTR 112
BIOLOGY DE:	BIO 114, 140, 141L, 152, 215, 230, 240
CHILD DEVELOPMENT DE:	CD 115*, 124, 125, 129, 131, 134 (* Denotes cross-listed course)
CULINARY ARTS DE:	CA 163, 164, 165, 166, 169, 171, 172, 174, 175, 178, 184, 280
DANCE DE:	DANC 110, 120
EDUCATION DE:	ED 200
ETHNIC STUDIES DE:	ETHN 107* (* Denotes cross-listed course)
FAMILY STUDIES DE:	FS 115*, 120 (* Denotes cross-listed course)
HUMANITIES DE:	HUM 140
PHYSICS DE:	PHYC 131, 202
ESL DE:	ESL 122

IV. **Committee Training** – Each year the State Chancellor's Office (CCCCO) requires mandatory training for Curriculum Committees and responsible administrators regarding curriculum rules and regulations to ensure compliance with Title 5 §55002. Dee, Tenille, and Marshall provided general information, reviewed curriculum committee updates, and shared recently passed Assembly Bills that affect curriculum. Completing this training means that the college remains eligible for continued local approval certification. PowerPoint slides are saved in committee's shared folder for reference.

V. **Student Learning Outcomes (SLOs) / Program Student Learning Outcomes (PSLOs)** –
   A. Seven (7) current CORs were reviewed at Tech Review (TR) on 10/5/2021 and shared with the committee in advance of the meeting for their review. Brought forward as an informational item.
   B. CORs with SLO updates: **BIO 144, 145, 230; BOT 100; COUN 104, 137; ESL 122**.
   C. Felicia shared that there are two (2) categories of requests this year: (1) Course Mod. Form with SLO updates on the COR or (2) SLO updates only on a current COR (Board approval within 5 years). Felicia reviews the SLO updates to see if the SLO is measurable and if they match course content.
   D. Questions/Discussion:
   Sharon asked about how some of the SLOs are being viewed/understood by students. Felicia responded that she counsels departments to put proposed SLO updates in front of students to be reviewed/inspected from their (students) perspective and then make revisions/updates. She continued that a lot of progress has been made with SLOs, processes, collecting data, and equity efforts. There has been increased engagement, great conversations about SLOs/PSLOs, and processes are being developed. Dee shared that SLOs will be part of the COR review during the iterative process going forward. Some on the committee would like an opportunity to more thoroughly review SLOs, even for the current CORs, from student perspective and how they're being presented.
   E. Outcome: Dee stated that the committee would wait to approve these SLO updates and a further discussion will take place at Tech Review on Oct. 19, 2021 to identify/decide any changes to the process workflow for SLOs with current CORs.

VI. **Proposed 299 Courses for 2022SP** – Reviewed at Tech Review (TR) 10/5/2021
   A. Two (2) 299 course proposals were reviewed at Tech Review (TR) on 10/5/2021 and shared with the committee in advance of the meeting for their review.

B. These 2 courses from Child Development (CD) hope to be offered in spring 2022 and also submitted DE proposals.
C. Both courses share the number **299B** for transferability. 299B courses are baccalaureate level and transfer to CSU.
CD 299B: Trauma and Its Effects on Children and Families (with <u>DE Proposal</u>)
CD 299B: Moving from Trauma to Healing Centered Care for Children, Families and Teachers (with <u>DE Proposal</u>)
D. Questions/Discussion:
Liz asked about a prerequisite mentioned on the second CD 299B proposal referencing a "CD 299A". Did the department submit Content Review?
E. Outcome: Dee will reach out to the CD chair/coordinator and will clarify about the prerequisite/Content Review and these two proposals will come back for committee review.

VII. <u>BP/AP 4106 Nursing Program</u>

A. Committee reviewed the proposed updates to BP/AP 4106 in advance of the meeting. Focus area of review is the *Optional* sentence: "The District will recruit students from low socioeconomic populations to enroll in the District's nursing program."

VIII. <u>BP/AP 4020 Program, Curriculum, and Course Development</u>

A. Committee reviewed the proposed updates to BP/AP 4020 in advance of the meeting. Focus area of review is the *Optional* sentence: "The Board encourages the District to develop and offer programs and curricula in ethnic studies, programs and curricula that infuse a global perspective into the curricular offerings, and programs and curricula that include instruction on the perspectives of persons with low socioeconomic status in the topic."
B. Discussion: Sharon requested that this optional sentence have one edit in the final part changing from "instruction <u>on</u> the perspectives" to "instruction **from** the perspectives…"
C. Dee stated that Cuyamaca has submitted its recommendation without any edits to include the optional sentence. Recommendation from Grossmont will be finalized at meeting on 10/26/2021.

IX. <u>Chair Report</u>

A. **Overview of 2021-2022 Proposals**: Dee shared an image on the screen of the raw data from FormStack showing the quantity of curriculum that was submitted by Sept. 15, 2021. The numbers in some categories include duplicates and IOPS is working to scrub/clean-up the duplicates and organize the submissions.
<u>Course Additions</u> = 33 proposals   <u>Course Modifications</u> = 184 proposals (includes duplicates)
<u>Degree/Certificate Additions</u> = 2 proposals   <u>Degree/Certificate Modifications</u> = 18 proposals (may include duplicates)
<u>Deletions</u> = 12 proposals   <u>GE – Area D</u> = 2 proposals   <u>GE – Area E</u> = 2 proposals
Plus Content Review (Entrance Skills/Exit Skills and Co-Requisites)
B. **Curriculum Institute (CI) 2021**: Committee members who participated in CI 2021 briefly shared their highlights and take aways. Committee has access to a shared folder with notes from the participants.
C. **Faculty Member for Tech Review (TR)**: Dee asked for one (1) faculty member on the curriculum committee to join Tech Review. One person expressed an interest in the chat and selection will be finalized at the next meeting on Oct. 26, 2021.
D. **Curriculum Committee – Brown Act**: Academic Senate approved an extension to holding meetings via Zoom. The Curriculum Committee is covered by this extension because it is a sub-committee of Academic Senate.
E. **Draft Curriculum Guide**: Tabled until a future meeting.

X. <u>Other Items / Announcements</u> – There were no other items or announcements.

XI. <u>Adjournment</u> – Dee Aceves adjourned the meeting to order at 4:00 PM.

<u>Post-Meeting Action Items</u>
☐ Post approved Meeting Summary from 5/25/2021 to website
☐ Start Draft Board Packet for November (Placeholder due 10/18/2021; Final Packet due 10/27/2021)