

**MISSION COLLEGE  
CURRICULUM REVIEW COMMITTEE  
November 9, 2011  
2:10 – 4:00**

| Name                              | P | A | Name   | P | A |
|-----------------------------------|---|---|--|---|---|
| Cathy Cox (chair)                 | X |   |  |   |   |
| VACANT (Business & Tech)          |   |   | <u>Ex-Officio Members:</u>                               |   |   |
| Scott Brunson (Applied Sciences)  | x |   | <b>Articulation Officer</b> – Yolanda Coleman            | x |   |
| Betty Ensminger (Language Arts)   | x |   | <b>VP of Instruction</b> – Norma Ambriz-Galaviz          |   | x |
| Jeff Nelson (Applied Sciences)    | x |   |  |   |   |
| Zoya Kravets (Math & Science)     | x |   |  |   |   |
| Diane Lamkin (Math & Science)     | x |   | <b>GUESTS:</b> Qiana Houston, Christy Brown, Sue Zeisler |   |   |
| Steve Lipman (Language Arts)      |   | x |  |   |   |
| Thanh Nguyen (Liberal Studies)    | x |   |  |   |   |
| Rebeca Sanchez (Student Services) | x |   |  |   |   |
| Cindy Vinson (Business & Tech)    | x |   |  |   |   |

1. The meeting was called to order at 2:15 p.m.
2. The minutes of 10/26/2011 were approved (M/S/U Ensminger/Brunson)
3. **Course and Program Approvals: CONSENT AGENDA**  
The following course revisions and distance learning addenda were approved by consent (M/S/U Sanchez/Vinson)
  - a. **Course Revisions:**
    - GDES 035 Beginning Graphic Design
    - GLOBL 001 Global Perspectives
    - GLOBL 001A State of the World
    - GLOBL 002 Global Issues
    - GLOBL 003 Introduction to Peace
    - GLOBL 006 The Global Economy
  - b. **Distance Learning:**
    - GDES 035 Beginning Graphic Design
    - GLOBL 001 Global Perspectives
    - GLOBL 001A State of the World
    - GLOBL 002 Global Issues
    - GLOBL 003 Introduction to Peace
    - GLOBL 006 The Global Economy

It was noted that Jeff Cormier is in the process of revising the Social Science degree, which will come to CRC at a later meeting.

4. **REGULAR AGENDA**  
**New Program – Second Read:** Kinesiology AA-T  
This was a second reading of this program. The program description has been modified to reflect state requirements that program catalog descriptions incorporate program outcomes, as well as other specific elements. The program was approved (M/S/U Nelson/Brunson). The Wellness and Human Performance department is planning to change its name to Kinesiology, and department chair Jeff Nelson outlined the steps that the department will be taking over the next eight months to prepare for this change. They include revision of all

courses in the department so that the courses can be re-numbered into a more logical sequence. Cathy Cox will assist in this so that the courses can be copied correctly, and three department faculty have volunteered to work on this as well. Proposals will be readied over the next eight months with plans to launch all proposals at the beginning of Fall 2012, for approval in time to be placed in the 2013-2015 college catalog.

**New Program – First Read:** English AA-T

This AA-T was developed to follow the Transfer Model Curriculum in English. Four courses are being revised and brought back from “Archived” status to include in this program – ENGL 005A/ B and ENGL 007A/B; they will come to CRC next week. It was moved and approved to suspend the rules and do a First and Second read simultaneously (M/S/U Ensminger/Brunson). The program was approved (M/S/U Lamkin/Nelson).

**New Program – First Read:** Studio Arts AA-T

CRC reviewed this program. The program rationale, catalog description, and plan for assessment need some revision to include required details for state approval. Cathy will communicate that to the department chair.

**5. Information and Announcements**

Student Learning Outcomes: Cathy brought to the committee’s attention an issue that came up recently when President Jones was on a site visit to another college as part of an accreditation team. There is some question as to whether colleges are expected to put SLOs on course outlines as well as syllabi. Mission has chosen to house SLOs in CurricUNET, but not to make them part of the COR, in order to facilitate the assessment and revision cycle for outcomes; this is good, but the SLOs should also probably be accessible to students.

This could be accomplished if we implemented an “SLO report”, similar to the DE report, that could be pulled up via an “LO” icon by anyone – logged in or not logged in. Outcomes could only be modified when logged in, but anyone could view them – and students could be directed in the catalog as to how to access and review outcomes online if they wish. CRC generally approved of this idea and Cathy will take it up with MCAS president Dianne Dorian next week.

Board Policy: CRC also took a brief look at some of the Administrative Procedures being considered for adoption by the Board of Trustees as part of the review of the Policies and Procedures manuals. The committee focused specifically on AP 4105 (Distance Education), AP 4227 (Repeatable Courses) and AP 4260 (Prerequisites and Co-requisites). It was noted that the last one, in particular, represents very recent changes in Title 5 and the model procedure reviewed was developed by the League in partnership with the ASCCC and the CIO organization statewide. This process will need more review over the coming months.

The meeting was adjourned at 3:30.

Notes taken by Betty Ensminger and Scott Brunson, typed by Cathy Cox