

Curriculum Committee Meeting Roll Call				
Date: 8/19/2024		Time: 2:00 p.m. to 4:00 p.m.		Location: NH 215
Call to Order: 2:05 p.m.		Adjournment: 3:03 p.m.		Quorum: 13
<input type="checkbox"/> Anthony Ababat	<input checked="" type="checkbox"/> Samuel Addington	<input checked="" type="checkbox"/> John Banola	<input checked="" type="checkbox"/> Elizabeth Banuelos	<input checked="" type="checkbox"/> Thomas Berry (Faculty Chair)
<input type="checkbox"/> Melita Caldwell-Betties	<input checked="" type="checkbox"/> Mary Copeland	<input checked="" type="checkbox"/> Todd Heibel	<input checked="" type="checkbox"/> Leticia Hector	<input checked="" type="checkbox"/> Kristina Heilgeist
<input checked="" type="checkbox"/> Dina Humble (Chair)	<input checked="" type="checkbox"/> Denise Knight	<input checked="" type="checkbox"/> Keith Lee	<input type="checkbox"/> Steven C. Lee	<input type="checkbox"/> Breanna Lopez
<input checked="" type="checkbox"/> Jessy Lemieux	<input type="checkbox"/> Kevin Lyon	<input type="checkbox"/> Micah Martin	<input checked="" type="checkbox"/> David Martin	<input checked="" type="checkbox"/> Jesus Navarro
<input checked="" type="checkbox"/> Matthew Robles	<input checked="" type="checkbox"/> Jamie (Herrera) Salyer	<input type="checkbox"/> Daniele Smith-Morton	<input checked="" type="checkbox"/> Rutina Taylor	<input checked="" type="checkbox"/> Janice Wilkins
<input checked="" type="checkbox"/> Vinnie Wu	<input checked="" type="checkbox"/> Kay Dee Yarbrough	<input type="checkbox"/> Student Reps. (2)		
Guests:	Davena Burns-Peters	Maria Notarangelo		

Agenda Items	
Approval of Minutes	
VPI Report	
New Business	<p>Curriculum Committee Training & Review: Presenters – Dr. Humble, Thomas Berry, Janice Wilkins, Kay Dee Yarbrough</p> <ul style="list-style-type: none"> • Welcome: Thomas Berry introduced himself as new Curriculum Committee faculty lead and welcomed the Curriculum Committee to a new academic year. • Leadership Introductions: Dr. Humble (Vice President of Instruction), Kay Dee Yarbrough (Curriculum Coordinator), and Janice Wilkins (Articulation Officer) introduced themselves. • Curriculum Fundamentals <ul style="list-style-type: none"> ○ Layers of Guidance: We use CA Education Code, Title 5, Chancellor’s Office Program and Course Approval Handbook (PCAH), Chancellor’s Office Guidelines, and ASCCC Papers and Reference Guides when reviewing and approving curriculum. ○ Academic and Professional Matters – Also known as the 10+1, for the Curriculum Committee we establish curriculum, establish prerequisites and placing courses within disciplines, degree and certificate requirements, etc. • Committee Member Responsibilities <ul style="list-style-type: none"> ○ Articulation Officer: Uses State guidelines and criteria to ensure coursework successfully goes through the local process so courses can be transferable to four-year partners. Supports faculty

in transfer curriculum development from the beginning to the end. It takes approximately 1.5 to 2 years for a course to be fully articulated.

- Curriculum Committee Member Responsibilities:

- Review curriculum in your queue.
- Make comments on all proposals in queue.
- Assist faculty in their areas with curriculum-related questions.
- Regularly attend Curriculum Committee meetings and participate in curricular related discussions.
- Vote at each in-person meeting.

- The Curriculum Review Process

- Typical Curriculum Approval Process – Discipline faculty develop and submit proposals, the Curriculum Committee reviews and approves proposals, local governing board approves, then we submit to Chancellor’s Office. At SBVC, we have a Technical Review, which ensures complete data, compliance, and consistency. We try to resolve issues before it comes to the Curriculum Committee. After Tech Review, proposals go for Full Curriculum Committee review where we look at appropriateness of the content, objectives, SLOs, assignments, etc., once completed, curriculum goes to the Board for approval, then State approval.
- What to look for when Reviewing Curriculum – Appropriateness to Mission, Need, Curriculum Standards, Adequate Resources, Compliance. We should always use a Student-First Mindset when reviewing curriculum. How will this benefit students? Is this in their best interest?

- Types of Curriculum: Credit courses (both degree and not-degree applicable), degree programs, certificates, and noncredit courses.
- Managing Meetings: Curriculum Committee follows the Brown Act.
- Working with Faculty: Curriculum belongs to the college, not a respective discipline work with faculty on an open basis and not in a closed manner. How does curriculum affect other disciplines, students, and the college?
- Managing Conflict: Get comfortable with conflict, it can be productive or destructive, depending on how it is handled. Remain impartial, you can’t make everyone happy, anticipate and preempt what conflicts could arise, and try to create safe spaces.
- Baccalaureate Degree Program Update: Dr. Humble gave an update on the Water Resources Management B.A. Degree. We made it through the ACCJC Substantive Change process and the degree will be going to the Board of Governors (BOG) meeting on September 23rd at San Bernardino Valley College.

- Looking Forward: Courses approved last academic year will be submitted for the University of California Transfer Course Agreement (UC TCA) on August 25th. By December 15th, Cal-GETC submissions will occur, and we will receive those decisions by April or May. We also will be working to align transfer degrees for Cal-GETC implementation. For the Curriculum Committee, anticipate Common Course Numbering (CCN), reviewing and approving upper division courses for the baccalaureate degree, and we will continue to work on IDEAA and AB-928.
- Common Course Numbering (CCN): The courses below are the first six courses that will be updated this semester to align with CCN.

Implementation First Steps: Phase I Courses

Course	Enrollment Data (2022-23)	Cal-GETC Area
College Composition (ENGL 100)	300K-330K	1A
Argumentative Writing and Critical Thinking (ENGL 105)	115K-140K	1B
Public Speaking (COMM 110)	150K-175K	1C
Intro to Statistics (MATH 110)	185K-225K	2
Intro to American Government and Politics (POLS 110)	125K-160K	4
Intro to Psychology (PSY 110)	145K-170K	4



CCN requires courses to follow these templates:

Implementation First Steps: CCN Course Templates

Course Outline of Record Element	
Subject Code & Course Number	Identical
Course Title	Identical
Lecture & Lab Units	Adheres to an Established Minimum
Course Description	Part 1: Identical Part 2: Optional Expanded Details
Pre-reqs, Co-reqs, Advisories	Identical
Course Content	Part 1: Identical Part 2: Optional Expanded Details
Course Objectives/Outcomes	Part 1: Identical Part 2: Optional Expanded Details
Methods of Evaluation, Textbooks	Representative Samples





San Bernardino
Valley College

Curriculum Committee Agenda

	Handouts: Curriculum Committee & Tech Review Calendar
Public Comments	
Announcements	