

HARTNELL COLLEGE
CURRICULUM COMMITTEE

Minutes

4/16/2020, 2:00 PM, Virtual Meeting in Zoom

Link to <https://cccconfer.zoom.us/j/95570213685>

Members

Faculty: Kelly Locke, Chair, Gabriel King, Gabriela Lopez, Ivan Guerrero, Daniel Perez or Rhea Mendoza-Lewis, Mercedes del Real, Norma Cuevas, Hermelinda Rocha-Tabera, Joel Torres, Deborah Stephens, Seaneen Sullinger, Violeta Wenger, Ann Wright

Administrators: Joy Cowden, Debra Kaczmar, Sharon Albert, Maria Ceja

O & A Specialist: Guy Hanna

Support Staff: Herbert Cortez, Ruby Garcia, Jess Green

- I. Adopt Agenda **MSC with the addition of the action "Deletion/Inactivation" to the Consent agenda items**
- II. Consent Agenda (Implementation for Spring 2021 pending external approvals)

A) Deletion/Inactivation

- 1) CSS 44 Computer Science & Information Systems
- 2) ESL 225 Grammar and Writing 1
- 3) ESL 241 Early Childhood Education Contextualized Grammar, Vocabulary, and Reading 1
- 4) ESL 251 Early Childhood Education Contextualized Grammar and Writing 2

CSS 44 was pulled for discussion. There were questions in the Cnet comments about articulation of this course and the impact of deleting it. There were also questions in Cnet comments about this course being used for dual enrollment. After discussion it was determined that the course is no longer needed. CSS faculty don't have need for it and it isn't a part of any Computer Science degree or certificate. It is a choice in General Studies—Language and Rationality emphasis and will need to be removed from that degree.

Consent agenda approved MSC

- III. Curriculum Committee Planning for Covid 19

DE Addendum and other needs related to offering summer and fall courses online. The committee discussed the Emergency Blanket DE Addendum request that the college will make to the CCCCO. One item that will be submitted is a plan for curriculum approval of all courses offered as DE in summer and fall that have not

already been approved for DE. A modified DE addendum possibly using Google Forms was suggested. This addendum form could be used for those courses that will have DE approval for emergency circumstances only. Courses proposed for DE approval in ordinary times could use the current DE addendum or a version of it outside Cnet. It was stated that the current addendum is robust, but there are elements of it that need updating and that could be done now.

Columbia College presented in a webinar that they have four forms of DE, three from the Draft DE Guidelines and one additional form for current and future contingency planning. Fully Online (FO), Partially Online (PO) aka Hybrid, Online with Flexible In-person Component (OFI), and Fully Online with Mutual Agreement (FOMA). The last is for courses that would only ever be offered online under emergency circumstances with mutual agreement by Senate and administration that the course should be offered.

The committee discussed a timeline for approvals. Summer Curriculum Committee meetings are not a good option due to intense teaching schedules of those teaching summer session. Summer session meetings and/or extra fall meetings should be paid by a stipend. Extra meetings in 2007/08 were paid by stipend to all committee member. It was suggested that approvals for emergency circumstances only would be the first priority for approval.

The chair will begin drafting the approval plan for inclusion into the Emergency DE Blanket Addendum and will bring it back to the next meeting for review and a vote.

P/NP list is not complete. Faculty opt-out will continue to be solicited this week and will be brought to the next meeting for review and approval. Students will have until May 18th to choose the P/NP option. The approval will be temporary, for the time period that CSU and UC continue their P/NP provisions. This is currently Spring 2020 and Summer 2020 terms, but could extend longer.

The next meeting will be a special meeting on April 30.

IV. Adjournment (next meeting date, April 30, 2020)