

HARTNELL COLLEGE  
CURRICULUM COMMITTEE

Minutes

10/17/2019, 2:00 PM, Information Competency Room, A212

Members Present:

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

Administrators Present: Debra Kaczmar, Sharon Albert, Maria Ceja

Members Absent: Hermelinda Rocha-Tabera, Clint Cowden

O & A Specialist: Guy Hanna

Support Staff: Herbert Cortez, Ruby Garcia, Jess Green

- I. Adopt Agenda  
**Agenda adopted MSU with items IV.A.1 and IV.C.2 pulled, and with DE addendum approval added to all ADT courses.**
- II. Approval of Minutes of 10.3.2019 meeting  
**Correction of name Norma Hernandez to Norma Cuevas in Faculty Members list. Approved MSU**
- III. Consent Agenda
  - A) Course deletions (To be implemented Spring 2020)
    - 1) TAC 90 Theatre Outreach Project (4 units)  
Course is no longer needed and has been replaced with modified curriculum.  
**Approved MSU**
- IV. One Reading Items—Course Revisions (To be implemented Fall 2020 pending local approval and CCCC chaptering)
  - A) **AAT**
    - 1) Item Pulled
  - B) **ADT**  
**Course author reports difficulties with Cnet not saving changes, including correction of typos. Other required corrections include: DE section should indicate Hybrid Only, SLOs should not say “demonstrate understanding” but should indicate what students will do to demonstrate their understanding.**

**Committee also looked at list of AAT and ADT courses that have identical or almost identical course titles and similar course outlines. To avoid duplication of curriculum faculty in both areas should meet and determine whether one course meets both needs or not. If not, course outlines should clearly indicate that they are different courses.**

**Motion to table all ADT courses pending discipline faculty discussing overlap of content and corrections in outline.  
All ADT course revisions Tabled MSU.**

1) ADT 110 Electrical and Electronic Systems (4 units)

(a) Course Approval:

2) ADT 111 Electronic Systems and Controls (4 units)

(a) Course Approval:

3) ADT 120 Climate Control (4 units)

(a) Course Approval:

4) ADT 140 Power Drive Train

(a) Course Approval:

5) ADT 141 Automatic Transmissions (4 units)

(a) Course Approval:

**C) TAC**

1) TAC 1 Introduction to Theatre (3 units)

(a) Distance Ed Addendum: **Approved MSU**

(b) Course Approval: **Approved MSU**

2) Item pulled

3) TAC 23 Introduction to Theatre for Social Change (3 units)

(a) Course Approval: **Approved MSU**

**V. Chancellor's Office Guidance Memos**

**New guidance memos regarding noncredit course approval, periodic curriculum review, and new data elements were shared with the committee.**

**VI. Coding Project Plan and Calendar**

**The codes from COCI have been put into a spreadsheet and divided by area and discipline. During discussion it was determined that CC members (working in groups) will verify particular codes. Some members volunteered to verify particular codes.**

**CB 5, CB 25: Gabriela Lopez and Joel Torres**

**CB 09: Violeta Wenger**

**CB 03: Ann Wright, Kelly Locke**

**CB 04: Maria Ceja, Norma Cuevas**

**Others will be matched to members at a later date. Once they have been vetted, each department will get a copy of the spreadsheet for its courses and will be able to provide feedback on the coding. Then they will be brought to the CC for approval.**

**One concern about keeping codes updated is that transferability comes AFTER Curriculum Committee approvals. UC transfer proposals are submitted in fall and should be updated at the beginning of the following fall based on UC approvals. CSU proposals are submitted in December and approvals are done in spring. So they could be updated at the beginning of the following summer or fall.**

**VII. GE Subcommittee Update**

**Each Core Competency has been matched to each GE course. Later work will include creating an approval rubric.**

**VIII. ADJOURNMENT**

Next meeting date is 11/7/2019