

HARTNELL COLLEGE
CURRICULUM COMMITTEE

Draft Minutes

8/29/2019, 2:00 PM, Information Competency Room, A212

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

Administrators: Celine Pinet, Debra Kaczmar, Sharon Albert

Support Staff: Herbert Cortez, Ruby Garcia, Jess Green

I. Introductions and Welcome

New member Norma Hernandez and new support staff member Jess Green were introduced.

II. Training

a. CB Codes—existing codes and changes (see appendix for presentation).

Information about the CB codes their purposes and their meanings was presented to the committee. The new codes (25 and 26) and the new definitions and rubrics for CB 21 were discussed. There will need to be a process for reviewing courses, checking existing codes, adding new codes, and where necessary correcting existing codes. There are approximately 800 active courses. Cnet doesn't currently have the ability to house all the new codes so we'll need to create a system for keeping record of the codes until such time as we have an updated Curriculum Management System.

b. Regulation changes

The changes in regulations as a result of AB 705 were discussed with the committee.

III. 2019-20 Projects

a. Finish Placement in Disciplines verification and update

This project will continue with a reminder to faculty who haven't submitted their lists.

b. Course Deletions

Jess Green will create a list of courses that haven't been offered in 3 years. Faculty will be asked to take action on these

courses to delete or inactivate. Ideally this will be done before the courses need to be recreated for the 16-week calendar.

c. CB codes verification, update, and new CB codes assigned (already discussed during presentation)

d. GE Subcommittee

Will have its first meeting in September and report back regularly.

e. Equity lens for curriculum

A subcommittee will be formed that will look at our course outlines and our standards for approval and will create a process for evaluating course outlines with an equity lens. This can be integrated into general instructions and style guide for writing course outlines and a checklist for committee members who are evaluating course outlines.

IV. ADJOURNMENT

Next meeting date is 9/5/2019