

HARTNELL COLLEGE
CURRICULUM COMMITTEE

Draft Minutes

5/16/2019 , 2:00 PM, Information Competency Room, A212

Members Present :

A) BUS

- 1) BUS 110B Beginning Formatting and Document Processing (1 unit)
 - (a) Course Approval: Approved MSU

B) COM

On both of these courses , eligibility for ENG 1AX was added to the advisory along with eligibility for ENG 1A.

- 1) COM 4 Intercultural Communication (3 units)
 Removal of ENG 1A prerequisite, per Title 5 regulations on math and English prerequisites on courses outside of math and English. Eligibility for ENG 1A is an advisory.
 - (a) DE: Approved MSU
 - (b) Course Approval: Approved MSU
- 2) COM 8 Interpersonal Communication (3 units)
 Removal of prerequisite, per Title 5 regulations on math and English prerequisites on courses outside of math and English.
 - (a) DE: Approved MSU
 - (b) Course Approval: Approved MSU

VII. One Reading Minimum Qualifications/Disciplines items

A) Astronomy

Subject	Course Number	Course Title	Masters	Non-Masters
AST	I	Introduction to Astronomy	Physics/Astronomy	
AST	IL	Astronomy Laboratory		

Subject	Course Number	Course Title	Masters	Non-Masters
	70B	Advanced Administration II: Personnel and Leadership in Child Development Programs	Child Development/Early Childhood Education	
	71	Adult Supervision and Mentoring in ECE Settings	Child Development/Early Childhood Education	

Placement of courses

Subject	Course Number	Course Title	Masters	Non- Masters
EGN	7	Programming for Scientists and Engineers	Engineering, Computer Science	
EGN	8	Statics	Engineering	

Placement of courses in the discipline MSU . (s) listed above is approved

F) English

Subject	Course Number	Course Title	Masters	Non-Masters
ENG	101	Intermediate Composition and Reading	English	
ENG	17	The Contemporary Shakespeare	English	
ENG	1A	College Composition and Reading	English	
ENG	1B	College Literature and Composition	English	
ENG	2			

VIII. Election for Chair for Fall 2019 through Spring 2021
Kelly Locke was nominated (uncontested) and elected to continue as Curriculum Committee Chair for the next two years .

IX. Proposed procedure for locally defining higher minimum qualifications:

A) Went to Academic Senate for first reading

The draft was presented to the committee for information.

DRAFT -- Procedure for Raising Minimum Qualifications

Minimum qualifications are reviewed and modified by action of the State Academic Senate regularly at the request of discipline faculty through their local Senate Governing Councils. The minimum qualifications determined by the ASCCC are published in the handbook Minimum Qualifications for Faculty and Administrators in California Community Colleges. However, local college districts may determine that higher minimum qualifications are needed.

The Academic Senate of Hartnell College may recommend to raise the statewide minimum qualifications for a discipline to create a higher local qualification. Where Hartnell College standards are higher than the state minimum qualifications, those local qualifications shall prevail.

Discipline faculty prepare a proposal to increase minimum qualifications. The proposal is presented first to the Curriculum Committee for two readings. Upon approval, the Curriculum committee will recommend the change to the Academic Senate. The Academic Senate will also have two readings. If the proposal is approved by the Academic Senate, the Senate will recommend the revised minimum qualifications to the Board of Trustees or Designee. All locally approved minimum qualifications will be added to the curriculum management system and a list will also be maintained by Human Resources.

When higher qualifications are deemed necessary at Hartnell, the Academic Senate should strongly consider proposing the higher minimum qualifications as a change to the Handbook through the Disciplines List revision process.

When a discipline recommends establishing higher minimum quals to the Senate, the onus is on the discipline to provide substantial supporting evidence. The evidence will be evaluated by the Curriculum Committee and the Senate prior to voting. The following provides guidelines for the types of evidence or justification that are acceptable:

- Evidence that other community colleges have instituted similar higher min quals.
- Evidence that an advisory group has recommended higher min quals.
- Evidence that an accrediting board recommends or requires high min quals.
- Evidence that a more specific or higher level of qualification will improve student success.
- Evidence that the minimum qualifications for noncredit in that discipline lead to inequities for noncredit students.

X. Plan for General Education Subcommittee —starting Fall 2019

The Curriculum Committee will receive an update with the dates of fall meetings, the subcommittee membership, and a timeline in the fall semester.

Current membership is Gabriela Lopez, Mercedes del Real, Daniel Perez, Guy Hanna, and Celine Pinet. Cheryl O'Donnell will be invited to join in her role with Outcomes and Assessment.

Committee will research Title 5 regulations and Ed Code surrounding GE, determine criteria by which courses will be evaluated as GE courses, coordinate with the Outcomes and Assessment process of evaluating Core Competencies and develop a rubric that the Curriculum Committee will use to determine whether a course meets the standards for a GE course in a particular GE area.

XI. Announcements

Articulation Officer Gabriela Lopez submitted a written articulation report for the minutes. (see Appendix)

Next Curriculum Committee meeting date: 8/29/2019 (5th Thursday) .

Appendix

Articulation Officer Report to Curriculum Committee

May 2019

Course	CID	Status	Effective
EGN 2	ENGR 150	Approved	Fall 2019
PSY 9	PSY 205B	Approved	Fall 2019
ENG IAX	ENGL 100	Approved	Fall 2019
SJS 22	SJS 150	Approved	Fall 2019
ENG IR	ENGR 110	Approved	Fall 2019
EGN 7L & CSS 2A	ENGR 120	Approved	Fall 2019

Other Courses in the Queue			
TAC58	FTVE 110	SUBMITTED	5/24/2018
TAC 51	FTVE 135	SUBMITTED	5/24/2018
MAT 24	MATH 851	CONDITIONAL APPROVAL	FALL 2018
MFTGT 71	AG-MA 108L	IN-PROGRESS	2/8/2018
BIO 48	ENVS 100	IN-PROGRESS	12/15/2017
SPA IS	SPAN 100	RE-SUBMITTED	4/1/2019

ASSIST Updates

ASSIST.ORG willbe