Curriculum Committee Training

2017-2018 Academic Year

9/7/2017

Welcome!

- Curriculum Committee is most important committee on campus!

- CC and Senate are only ones authorized/formed by state legislation and regulation

- With "Curriculum Streamlining" by CCCCO now even more important!

Curriculum Streamlining

- Development of the COR (Course Outline of Record)—by faculty

- Determining all data elements—faculty and Curriculum team

- Creation of Certificates—by faculty

- Creation of Degrees—by faculty

Curriculum Streamlining

- Local Approval
  - Curriculum Committee process
  - Local BOT
- Submit to CCCCO
  - Before required review and approval
  - Now for "chaptering"
- Currently for credit courses
- Coming soon—credit programs (not ADT) and noncredit courses

Impact

- No one at CCCCO double checking us
- College certifies that
  - Committee members adequately trained
  - Followed Title 5, Ed Code, Program and Course Approval Handbook (PCAH), Credit hours guidelines, ASCCC COR Reference Guide
  - Processes were followed
  - Board of Trustees also approved

Psssssst!

- We were already required to do all that!
- Now no one is double checking or second guessing our work at CCCCO level
- This is as it should be…

Important Procedure Change

- Only courses and programs shown as approved on adopted minutes will be forwarded for BOT approval

- I will ensure timely minutes

- BOT approval timeline slightly extended

- Important for quality control

Myth Busting

Curriculum process is now deregulated.

Regulations still there. Recognition of local authority and faculty expertise to follow regulations.

Curriculum committee has new responsibilities.

Curriculum committee was always responsible for following those rules and regulations.

Myth Busting

We no longer send anything to CCCCO so old deadlines and curriculum calendar don't apply.

We still submit credit courses for chaptering and need to receive course control number.

Programs and noncredit still submitted to CCCCO for approval.

Our internal systems still require time to implement changes.

Accreditation requires publication of offerings.

Lots of Training Coming

- Minimum Qualifications and "placing courses in disciplines"

- Units and Hours calculations and changes to regulations

- Integration of Objectives, Content, SLOs, MOI, MOE, and Assignments

Lots of Training Coming

- Hartnell General Education—how do we determine eligible courses?

- Prerequisites/Corequisites/Advisories—what are the criteria for approval?

- Development of rubrics, publish them to course authors

Our Technology

- Changes to flow process
  - Discipline faculty
  - Technical review/assistance with
  - More emphasis on CC review of
  -

- Upgrade to Cnet screens
  -

Go to Cnet for Demo

Our Challenges

- ~200 existing courses need review this year
- People want to propose new courses and programs
- People want to make changes to other courses
- Committee needs time for training and discussions—not just approving courses.
- 2018-19 Catalog—Show ACCJC our best work
- Priorities!

Our Priorities

Some possibilities

- Courses on the list of 200
- "Agenda-Ready" proposals only
- No new proposals in a discipline until all courses up-to-date
- Schedule disciplines for Tech Review meetings
- Members come prepared
- Deans can assist us
- Other ideas?

Our Work Ahead

- Make some decisions about process/criteria
  - General education
  - Prerequisites/Corequisites/Advisories
  - Degree and Certificate approval
    - Our minutes
    - Our database
    - Timeline issues
    - Program updates approved by CC (catalog page)
- Develop rubrics for publication

Our Work Ahead

- Codify procedures for publication
  - Handbook of local processes
  - Web presence
- Help train course authors
  - 2nd and 4th Thursdays
  - Within your disciplines
- Help with technical review/assistance
  - Get materials "agenda-ready"

PANIC

SCREAM

AND

RUN

AWAY