**WEST VALLEY COLLEGE**

**CURRICULUM COMMITTEE**

**Wednesday, February 16, 2011**

**2:30 – 4:30 p. m.**

**West Valley College**

**TC-E**

**UNAPPROVED MINUTES**

**I. CALL TO ORDER**

Chair, LeAnn McGinley, called the meeting to order at 2:40 p.m.

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| **Members Present:** | **Guests:** |
| LeAnn McGinley, Chair |  |
| Paulette Boudreaux, Language Arts |  |
| Patricia Louderback, PE |  |
| Leslie Hotta, Applied Arts/Sciences |  |
| Tony Jones - Business |  |
| Betsy Sandford, Library |  |
| Cheryl Miller, Student Services |  |
| Brian Tramontana, Social Science |  |
| Justin Carter, Student Representative |  |
| Stephanie Kashima, Interim Dean of Instruction |  |

**II. Review of draft Curriculum Summary as of 2/9/2011: LeAnn**

In the absence of Thuy Tran, the members reviewed the summary for additions or corrections

The following are changes to be made to the summary based on members’ notes:

* Add Medical Assistant Certificate—Passed 2/9.
* Add Art 81--Passed 2/9
* Remove the three Child Studies certificates noted as new. They do not need board approval as they are existing, approved certificates that were not entered into Curricunet. Motion: Patricia/Paulette/ passed

**III. Transfer Degrees: LeAnn**

LeAnn reported on her work with Tom Deden, Sociology department chair and John Hannigan, Communications Studies department chair, regarding the implementation of SB 1440, otherwise known as Transfer Degrees. LeAnn presented the two respective degree patterns that resulted from matching existing WVC courses to the Transfer Model Curriculum (TMC) requirements for each transfer degree.

The degree patterns for

* Associate in Arts in Sociology for Transfer (AA-T Sociology)

and

* Associate in Arts in Communication Studies for Transfer (AA-T Communication Studies)

were reviewed and passed. Motion: Paulette/ Cheryl/Passed.

The committee recommended the degrees be presented to the Academic Senate at its next meeting, with all data entered into Curricunet no later than February 28.

LeAnn also presented the draft Psychology transfer degree that she would be discussing with Jose Bautista at 4:30pm 2/16. This pattern will probably be ready for review on 2/23.

**IV. Course Repeatability: Stephanie**

Stephanie distributed a handout summarizing the current State regulations regarding course repeatability and future recommendations proposed by the Legislative Analysts’ Office. Stephanie presented her process of working with departments to make sure they can explain the rationale for maintaining repeatability levels and/or changing repeatability to meet existing State regulations.

The committee was informed that course revisions regarding repeatability require a full outline review. The committee did not need to take any action. Further discussion will take place, when the scope of the repeatability changes is more defined, regarding process for full outline review vs consent item to change repeatability with extended deadlines for full outline review.

**V. Recommended Preps and Advisories: Cheryl**

Cheryl explained the Basic Skills project that was intended to add course advisories/recommended preps to the course catalog and schedule descriptions. A support staff person was hired to implement the project, but she ran into problems with discrepant information in the WVC systems and the question of whether or not fields should be changed in the systems. The committee considered the following motion to ensure that shared governance was involved in the next steps of the project:

“The WVC Curriculum Committee recommends to the WVC Academic Senate that a designated support staff will enter basic skills recommended preps into DATATEL and Curricunet schedule and catalog descriptions.” Cheryl/ Patricia/ Passed.

**VI. Course Deactivations: LeAnn**

LeAnn presented the following courses for deactivation based on the requests of the respective departments:

HTECH 090.

FD 95 all,

FD 96 all

FD 97 all.

SPAN 52A, 52B

MUSIC 7, 11, 41,

PHIL 008H

BIO 20

BIO 21

BIO 41L

BIO 52

Motion: Patricia/Tony/Passed

**Prepared and submitted by LeAnn McGinley 2/17/2011**