**Minutes**

**Present**

Melissa Affeldt, Ashley Calhoun, Jim Chin, Michael Cole, Jan Dekker, Toni Ensz, Nancy Marsh, Natasha Maryanow, Lauren Novatne, Ron Reimer, David Richey, Elaine Stamper, Sheryl Young-Manning

**Absent**

Todd Davis, Claudia Habib, Lois Parento, Joshua Soderlund

**Visitors**

Kristine Hodges

1. CALL TO ORDER

 Meeting called to order at 3:10 p.m.

2. ROLL

 Roll sheet was circulated.

3. APPROVAL OF THE MINUTES OF October 29, 2015

Minutes approved as submitted.

4. INTRODUCTION OF VISITORS

5. OPEN FORUM

 Sheryl Young-Manning said a visitor at a previous meeting suggested sending out the agenda to all faculty.

 The agenda is already sent to all faculty from the Curriculum Analyst.

6. ARTICULATION OFFICER UPDATE/COMMENTS

 The articulation email for RC is rcarticulation@reedleycollege.edu. Articulation questions should be emailed to this address.

 The articulation team is working collectively on articulation.

7. CONSENT AGENDA

 A. MATH & TECHNOLOGY DEPARTMENT – PROGRAM REVIEW

 Course Modification

 Mathematics 272 Assistance in College Mathematics

 B. FINE ARTS & SOCIAL SCIENCES DEPARTMENT

 1. New Course Proposal

 Art 33 Introduction to Computer Art & Design

 2. Program Modification

 Art Option 1: Two-Dimensional Program Associate in Arts Degree

 Add new course, Art 33

 C. COUNSELING DEPARTMENT

 1. Course Modifications

 a. Counseling 1 Tutor Training *(new number Learning Assistance 1)*

 b. Counseling 34 Career Awareness

 2. New Distance Education Proposals

 a. Counseling 34 Career Awareness

 1) Hybrid

 2) Internet with 0%-99% on-campus meetings

 D. AGRICULTURE & TECHNOLOGY DEPARTMENT

 1. New Course Proposal

 Animal Science 23 Introductory Farrier Science

 2. New Program Proposal

 Working Horsemanship

 E. SCIENCE DEPARTMENT – PROGRAM REVIEW/C-ID

 1. Course Modifications

 a. Chemistry 1B General Chemistry and Qualitative Analysis

 b. Chemistry 3A Introductory General Chemistry

 c. Chemistry 10 Elementary Chemistry

 d. Chemistry 29A Organic Chemistry Laboratory I

 e. Chemistry 29B Organic Chemistry Laboratory II

 F. BUSINESS DEPARTMENT

 1. Course Modification – C-ID

 Information Systems 15 Computer Concepts

 2. New Course Proposals

 a. Business Administration 30 Personal Finance

 b. Business Administration 48 E-business

 3. Distance Education Proposal

 a. Business Administration 30 Personal Finance

 b. Business Administration 48 E-business

 4. Computer Familiarity Degree Requirement Modification

 Add Business Administration 48

 Approved Consent Agenda.

 Approved advisories, prerequisites, corequisites.

8. OLD BUSINESS

 A. SCIENCE DEPARTMENT

 Prerequisite Modifications

 Science 1A Introductory Chemical and Physical Science

 *List the RC courses as prerequisites instead of Satisfaction of the CSU system General Education Quantitative Reasoning Requirement (CSU-GE Area B4)*

Approved prerequisite modification for Science 1A.

 B. FINE ARTS & SOCIAL SCIENCES DEPARTMENT

 1. Computer Familiarity Degree Requirement Modification

 Add Art 33 Introduction to Computer Art & Design

 The Committee will look at the requirements for Computer Familiarity and update in spring 2016.

 Approved adding Art 33 to the Computer Familiarity requirement.

 2. RC General Education Area C Modification

 Add Art 33 Introduction Area C – Humanities

 Approved adding Art 33 to Area C.

9. NEW BUSINESS

10. TECHNICAL REVIEW DISCUSSION

 Nancy Marsh asked how the committee thought the Technical Review process went.

 The process went fine for fall semester and Technical Review is a good idea.

 Concerns:

 Same people doing Technical Review

 Large number of course outlines would be a concern

 Committee still catching mistakes during meeting

 Looking at curriculum as a block

 Suggestions:

 Rotate who is doing Technical Review

 Have faculty review course outlines the semester prior to submitting to the committee

 Review course outlines one at a time, section by section

 Once curriculum has been through Technical Review the committee should not go back during the Curriculum Committee meeting and find additional changes

 Assign a few outlines to different committee members which would allow for a more thorough review

11. OTHER

12. PRE-ECPC UPDATE

 Clovis asked that courses be brought into compliance with the Matrix.

 Lauren Novatne will add the lab homework students are doing to the CORs.

 Ron Reimer will contact Sharon Wu regarding Computer Science Courses.

 Ron Reimer said the concern with students not meeting the MATH 102 prerequisite is that they would memorize but not understand the concepts.

 Ashley Calhoun said students at Madera are enrolled into Math 4A without Math 102 since it is not offered there.

13. ECPC – November 12, 2015

 The tentative date and time is November 16 at 11:00 a.m.

14. ADJOURNMENT

 Meeting adjourned at 4:19 p.m.