

**Academic Senate Agenda
October 22, 2009
BONH 330 3:00 p.m.**

I. ROUTINE MATTERS

1. Approval of Senate summary for October 8, 2009
2. Approval of Curriculum summary for October 1, 2009
3. Discipline assignments:
 - Rika Waklein
 - David Martinez
 - Kelly Burke

II. REPORT/UPDATE

4. CCC Update – Fred D’Astoli
5. Minimum Qualifications for CWEE
6. Use of COC’s ITL Classes for meeting MQ for Education

III. DISCUSSION ITEMS

7. Matriculation Cuts impact on Faculty members – Chelley Maple
8. Program Review
9. Possible Senate CCC meeting (November 12?)
10. Disciplinary Notations on Transcripts

IV. ACTION ITEMS

V. Open Forum – The next Senate meeting will be **November 12, 2009 at 3:00 p.m. in BONH 330.**

Academic Senate Summary**October 8, 2009**

Attendance: Michael Dermody, Joan Jacobson, Lee Hilliard, Lea Templer, James Lorigan, Robin Allison, Michael Sherry, Miriam Golbert, Tammera Rice, Kevin Kistler, Stan Wright, Chelley Maple, Debbie Rio, Jasmine Ruys, Deanna Riveira, Susan Prior, Ann Lowe, Fred D'Astoli, Dorothy Minarsch, Pamela Borrelli, Chris Blakey and Patty Haley

The consent calendar was approved, which included summaries for Senate September 10 & September 24, 2009; Curriculum summary for September 17, 2009; confirmation of Tina Waller as representative for Allied Health; and moving the status of the Sustainable Development Committee from “ad hoc” to “regular”.

In the CCC report, Fred D'Astoli, reported on the CCC for a Star Party on October 23, 2009. Other CCC items:

- FTES is up 18%; down 11% in number of sections from fall 2008; up 12% in headcount over fall 2008;
- the Foundation Resource Council met at CCC for the first time on 9/24/09 when it toured ECE CDC;
- hand washing/cleansing stations installed in high traffic areas for health and wellness;
- reprographic services doing well with many faculty are making use of the services.

Grades and Attendance subcommittee has nothing to report at this time.

Program Review updates were reviewed by Miriam Golbert. These items included:

- Changed software
- Expand boxes
- Greater editing ability
- Larger Font
- Landscape orientation
- Greater connection to the budget
- Asking # of times a course has been offered
- “weakness” changed to “challenges”
- Expand field to 100 to 200 words
- Annual review as “read only” for faculty members
- Year to year data

Honors Program, again according to Miriam Golbert, is doing great. Tremendous student response has led to an increase demand for specific Honors courses as well as a two-year program.

Proposed Minimum Qual changes for “non-masters” discipline, was discussed by the Senate. This is a topic that those disciplines using a non-Masters MQ should be up to speed on. In short, the proposal would decree that there is NO equivalency available for an AA degree.

Website focus group was reported on by Jasmine Ruys. Overall there was student satisfaction with our Website – however, there is still a demand for a more effective “search” function. A synopsis of the report is available on the Senate Website; contact Jasmine for a full report.

Revisions (Policy and Procedures: Concurrent Enrollment Policy/Procedure) were approved by the Senate.

The use of the placement test as a “entrance exam” for concurrent enrollment was removed (although students must still participate in the placement/testing process)

Minimum Quals for CWEE was discussed by Stan Wright. The consensus was that we should have a “Readiness Checklist” for CWEE, similar to the “On-Line Instructor Readiness Checklist”. Stan will prepare and bring forward a proposed checklist for further discussion.

The Computer Log-in Statement, which was to be implemented in 2002, has finally been implemented. This is mandated by Board Policy 815. Check with Jim Temple for additional insight and information.

Adjourned at 4:10.

Ms. Rika Wakelin

Ms. Wakelin has been hired as the Director, Medical Laboratory Technologies, effective start date October 7, 2009. The following are the requirements for a Director of a Medical Laboratory Technology program:

- Holds a nationally recognized generalist applicable certificate (licensed CLS or MLT)
- Master's or doctoral degree
- Has three years of experience in clinical laboratory science education that includes:
 - Teaching courses;
 - Conducting and managing learning experiences;
 - Evaluating student achievement;
 - Providing input into curriculum development;
 - Policy and procedure formulation;
 - Evaluation of program effectiveness;
 - Knowledge of education methods and administration; and
 - Current accreditation and certification procedures.

The following is provided for discipline assignment.

- California Licensed CLS valid through 8/13/2010
- MS, Biology, CSUN
- 3+ years teaching clinical laboratory science at CSUN and Pierce

It would appear that Ms. Wakelin qualifies for the discipline of **Medical Laboratory Technologies**

Martinez, David

Current discipline(s) on file: **Engineering**

The following information is provided for additional discipline assignment in Manufacturing Technology:

- M.S. in Operations Research Engineering (USC)- on file; and
- Eight (8) years of experience in Manufacturing Technology (please see attached experience sheet)

It would appear that Mr. Martinez meets the minimum qualifications for the discipline of **Manufacturing Technology**.

Ms. Kelly Burke

Current discipline(s) on file: Biology

The following information is provided for Kelly Burke for an additional discipline assignment in Education:

- Master's degree in Microbiology
- 3 semester units upper division education courses at San Diego State
 - EDTEC 0540 – Educational Technology
- 9 semester units of upper division education courses at the University of South Florida
 - EDG4620 – Curriculum and Instruction
 - SCE4320 – Teaching Methods in Mid Grade Science
 - SCE4330 – Teaching Methods Secondary School Science
- 8 semester units of lower division education courses at College of the Canyons
 - EDUC082 – Community College Teaching Tech
 - EDUC090 – Strat. Success/Online Teaching
 - EDUC091 – Case Studies in College Teaching
 - EDUC094 – Intr Online Teaching Strategies)
- 3 semester units of lower division education courses at Hillsborough Community College
 - EDF-1005 – Intro to Education
- 3 semester units of lower division development psychology class at Hillsborough Community College
 - DEP-1004 – Developmental Psychology
- **2 semester units (3 quarter units) of graduate education courses at California State University, Bakersfield**
 - **EDCI-520 – Instructional Strategies**

Equivalency #1 is currently accepted for the discipline of Education – Master's Degree in any discipline and 24 units of course work in the discipline of assignment. At least 12 of these units must be graduate or upper division. (The 24 units may have been either included or taken in addition to the master's degree.)

CURRICULUM COMMITTEE AGENDA
OCTOBER 1, 2009 3:00 pm – 5:00 pm BONH-330

Items on "Consent" are recommended for approval as a result of a Technical Review meeting that took place on September 25th, 2009:

Members present: Backes, Patrick – Curriculum Coordinator, Non-voting member; Benedicto, Alto – Math & Science; Brill, David – Fine & Performing Arts; Green, Audrey - Co-Chair, Administrator, Articulation Officer; Hilliard, Lee – Member at Large; Jacobson, Joan – Student Services; Ann Lowe – Co-Chair, Faculty; Lucy, Nicole – Social Science & Business; Marengo, Anne – Member at large; Parker, Catherine – Adjunct Faculty; Solomon, Diane – Member at Large

Members absent: Blake-Jones, Michele – Noncredit; Stanich, Diana – Physical Education & Athletics; Solomon, Diane – Member at Large

TECHNICAL CHANGE MEMOS on Consent:

Subject	#	Title	Description of action	Author
FIRETC	L6B	Ann. Ocean Life Recert/Rec	Change from 1.5 units to 1.75 units – Approved	R. Theule D. Rio
NURSNG	056	Phlebotomy	Change from NURSNG 056 to MLT 050 - Approved	S. Albert

MODIFIED PROGRAMS on Consent:

Program	Degree/Certificate	Description of action	Author
Music: Composition	Associate of Arts Degree	Program description revised. Core units changed from 18 to 24. - Approved	K. Carlson B. Feldman
Music: Concert Performance	Associate of Arts Degree	Program description revised. Core units changed from 18 to 24. - Approved	K. Carlson B. Feldman
Music Guitar Performance	Associate of Arts Degree	Program description revised. Core units changed from 18 to 24. - Approved	K. Carlson B. Feldman

MODIFIED COURSES on Consent:

Subject	#	Title	Description of action	Author
MEA	102	History of Animation	Formerly ANIM 100. Conform to new department course numbering system. - Approved	J. Baker
MUSIC	090L	Electronics Music Lab	Revised descriptions to standard lab descriptions, Rewrote SLO , added objectives, revised methods of evaluation.	B. Feldman
MUSIC	116	Performance Ensembles for Music Theater	Revised SLO. Variable units changed from 1-4 to 2-4. Updated content - Approved	KC Manji
SOCI	200	Introduction to Women's Studies	Updated SLO. Updated textbooks, descriptions and course objectives. Changed class size to 35. Updated general ed info. - Approved	P. Paez

NEW COURSES:

Subject	#	Title	Description of action	Author
NC.ESL	1A	Beginning Low A	0 Units-non credit, 100 hours of lecture/discussion. class size 35, repeatable 1 time. - Approved	M. Khoury
NC.ESL	1B	Beginning Low B	0 Units-non credit, 100 hours of lecture/discussion. class size 35, repeatable 1 time. Form A – assessment test, Form A – NC.ESL 1A. - Approved	M. Khoury
NC.ESL	2A	Beginning High A	0 Units-non credit, 100 hours of lecture/discussion. class size 35, repeatable 1 time. Form A – assessment test, Form A – NC.ESL 1B. - Approved	M. Khoury
NC.ESL	2B	Beginning High B	0 Units-non credit, 100 hours of lecture/discussion. class size 35, repeatable 1 time. Form A – assessment test, Form A – NC.ESL 2A. - Approved	M. Khoury
NC.ESL	3A	Intermediate Low A	0 Units-non credit, 100 hours of lecture/discussion. class size 35, repeatable 1 time. Form A – assessment test, Form A – NC.ESL 2B. - Approved	L. Steen
NC.ESL	3B	Intermediate Low B	0 Units-non credit, 100 hours of lecture/discussion. class size 35, repeatable 1 time. Form A – assessment test, Form A – NC.ESL 3A. - Approved	L. Steen
NC.ESL	4A	Intermediate High A	0 Units-non credit, 100 hours of lecture/discussion. class size 35, repeatable 1 time. Form A – assessment test, Form A – NC.ESL 3B. - Approved	L. Steen
NC.ESL	4B	Intermediate High B	0 Units-non credit, 100 hours of lecture/discussion. class size 35, repeatable 1 time. Form A – assessment test, Form A – NC.ESL 4A. - Approved	L. Steen
SOCI	200H	Introduction to Women's Studies-Honors	3 units, 54 hours of lecture/discussion, class size 35, not repeatable, Distance Learning Addendum. - Approved	A. Marengo

Discussion items/Notes

- 1) Number of times to review a course.
- 2) All committee members have completed their stand alone training and certification was sent to the Chancellor's Office