



Curriculum Committee

August 19, 2022

9:00 – 10:30 a.m.

Room 1435

Minutes

**Members Present:** Seth Anderson, Shawna Bynum, Jerry Dunlap, Bob Freschi, Josh Hanson, Bob Harris, Stacey Howard, Karen Larsen, Tia Madison, Ida Logan, Katherine Rhyno, Shawntel Ridgle, Bob Van der Velde

**Members Absent:** Rhue Bruggeman, Naomi Chianese, Paul Gospodarczyk, Brian Larsen, Douglas Marriott, Eric Martinez

**Public Present:** Cristine Tapia

**1.0 Welcome and Call to Order (9:00 a.m.)**

-Meeting called to order at 9:05 am

**2.0 Adoption of the Agenda (1 minute)**

-M/S/P

**3.0 Approval of Submitted Minutes from May 6, 2022 (1 minute)  
+Attachment**

-M/S/P

**4.0 General Announcements (3 minutes)**

Curriculum Committee members invited to make announcements to the committee.

-Thank you to Seth for doing a great job with this committee

-Currently 78% fill rate in the fall schedule; 10,000 seats filled!

**5.0 Public Comment (3 minute)**

Members of the public invited to comment on items on the agenda.

-None

**6.0 Information Items (12 minutes)**

**6.1 Welcome to New and Returning Committee Members**

The Faculty Co-Chair welcomed back members of the Curriculum Committee.

-There have been changes to the committee assignments since this agenda went out. Eric Martinez as Counseling rep, Rhue Bruggeman as ARAH rep, and Brian Larsen as ad hoc. Looking for part-time library to be added as librarian rep. Student rep still needed.

**6.2 Review of Curriculum Handbook**

**+Attachments**

Committee asked to review [Curriculum Handbook](#), especially Chapter 2: Roles and Responsibilities and Chapter 3: Standing Rules & Procedures. Updates to Chapter 3 will be brought back for approval at next meeting incorporating revisions or comments from the committee based on action items on today's agenda.

-Committee members are welcome to request any changes to these documents to be brought back for discussion at a future meeting.

### 6.3 Scheduling of Curriculum Committee Trainings

Committee will be receiving curriculum training required for annual certification at our next meeting. Trainings on using CourseLeaf will be offered in the next month or so.

-Plan to also have training videos available.

## 7.0 Consent Items (5 minutes)

### 7.1 Course Modification (Non-substantive) M/S/P

The committee is being asked to approve the following course modifications for courses previously denied for CSU GE Area F as part of a one-time appeal opportunity provided by CSU over the summer.

-ETHS 100 and ETHS 101 were approved for Area F via appeal for Fall 2022.

-ETHS 115 and ETHS 160 are anticipated to receive approval for Fall 2022 in the next coming weeks, still under review by CSU.

-Thank you to Stacey and Seth for being on top of this.

-M/S/P for all of 7.1

#### 7.1.1 ETHS 100 Ethnic Studies 1 (3 units)

**Catalog Description:** This course provides an interdisciplinary survey of Native American, African American, Chicano/Latino American, and Asian Pacific Islander American communities from the 1500s to the 1800s. Drawing upon artistic, philosophical, religious, social, historical, and political perspectives, this course analyzes core concepts of Ethnic Studies, explores the intersection of race, ethnicity, gender, sexuality, religion, class, and ability, emphasizes resistance and liberation, and examines the impact of these communities on the development of the United States from the 1500s to the 1800s.

**Modification:** Removed Arab American from core competencies listed in course objectives as required by CSU reviewer for articulation.

#### 7.1.2 ETHS 101 Ethnic Studies 2 (3 units)

**Catalog Description:** This course provides an interdisciplinary survey of Native American, African American, Chicano/Latino American, and Asian Pacific Islander American communities from the 1800s to the present. Drawing upon artistic, philosophical, religious, social, historical, and political perspectives, this course analyzes core concepts of Ethnic Studies, explores the intersection of race, ethnicity, gender, sexuality, religion, class, and ability, emphasizes resistance and liberation, and examines the impact of these communities on the development of the United States.

**Modification:** Removed Arab American from core competencies listed in course objectives as required by CSU reviewer for articulation.

#### 7.1.3 ETHS 115 Critical Mixed Race Studies (3 units)

**Catalog Description:** Critical Mixed Race Studies provides an interdisciplinary survey of the experiences of multiracial Americans. As the core concepts of Critical Mixed Race Studies are analyzed, this course: explores the intersection of mixed race identity with Native American, African American, Chicano/Latino American, and Asian Pacific Islander American communities in the United States; explores liberatory strategies embraced by multiracial Americans as they relate to gender, sexuality, religion, class, and ability; examines racial formations and representations of Native American, African American, Chicano/Latino American, and Asian Pacific Islander American communities.

**Modification:** Revised core competencies listed in course objectives to emphasize four historically defined racialized core groups (Native American, African American, Chicano/Latino American, and Asian Pacific Islander American) as required by CSU reviewer for articulation.

#### 7.1.4 **ETHS 160 Critical Asian Pacific Islander American Studies: Filipina/x/o American Experience** (3 units)

**Catalog Description:** This course provides an interdisciplinary survey of Asian American Pacific Islander and Oceanic artistic, philosophical, religious, social, historical, and political perspectives in the United States from the 1500s to the present. This course explores the intersection of race, ethnicity, gender, sexuality, religion, class, and ability within Asian American Pacific Islander and Oceanic American communities. It critically examines the impact Asian American Pacific Islanders and Oceanic Americans have on the development of the United States. This course emphasizes the resistance and liberation of the local Filipina/x/o American community and it contributes to a diverse narrative of Asian Pacific Islander and Oceanic American contributions to the United States.

**Modification:** Course approved by CC last semester as Filipina/x/o American Studies. Added Asian American to title as required by CSU reviewer for articulation. Also added two Asian American Studies textbooks.

### 8.0 **Discussion Items** (50 minutes)

#### 8.1 **Update on CourseLeaf Project**

CourseLeaf forms are complete and ready to go but the project has been delayed by the data breach over the summer at NVC. We are currently working with IT to find a workaround to allow us to share program data with CourseLeaf. Despite these setbacks, we still expect to be able to go live with our new site in the next month or so. Active and archived courses and programs will be automatically transferred over to CourseLeaf. Some cleanup of formatting for records may be necessary and this process will likely continue through the Fall. All data from CurricUNET will also be saved to an external site.

Curriculum Committee members and interested members of the campus community are invited to review the test site for [courses](#). (Please contact the Faculty Co-Chair for user ID and password.)

-Committee members encouraged to look at the forms hyperlinked above (courses) over the next few weeks while we wait for IT issues to be resolved.

#### 8.2 **Update on Recent Legislation Affecting Curriculum +Attachments**

Faculty Co-Chair will provide update on recent statewide curriculum initiatives and legislation, including conversations about Common Course Numbering, single lower division general education pathway for UC/CSU ("[CalGETC](#)"), and status of [AB 1705](#).

**-AB 1111 Common Course Numbering** requires all CCC's to have common course number system (i.e. course codes and course numbers) for all transfer and GE courses implemented by July 2024.

-Statewide taskforce will be offering some guidelines soon on how to implement this.

-Will likely follow (and build upon) the existing C-ID system.

-Will require a huge amount of upfront work and revising almost every program at NVC.

-Request to be proactive in planning and starting this work early. Approving course modifications in batches (like we did with emergency DE approval) may be necessary.

-Course numbers are probably going to have to be reused.

-Governor has proposed \$105 million for implementation.

**-AB 928 CalGETC** establishes single lower-division GE pathway for CSU and UC. This goes into effect May 2025. Announcements about this at future Academic Senate Business meeting.

**-AB 1705 Math, English, ESL Placement** clarifies and extends requirements of AB 705.

- Test and assessments being phased for ESL placement; 2 course pathway to Calculus for STEM majors
- CCCCC (5C) created a series of best practices for incorporating **DEI in curriculum**.

### 8.3 **Committee Priorities for 2022-23 Academic Year**

Faculty Co-Chair will ask for input on the Curriculum Committee's priorities and agenda for this year:

- Manage a successful rollout of CourseLeaf curriculum management system
- Revise training documents (Checklists for Faculty Authors, Deans, Faculty Reviewers etc.)
- Approve new Program Narrative templates
- Complete revision of Curriculum Handbook
- Develop local guidelines for incorporating DEIA principles in course outlines
- Prepare committee and campus for Common Course Numbering and CalGETC
- Advise Senate on [legally required revisions](#) to Work Experience Education (AP 4103)

### 8.4 **Membership of Subcommittees and Workgroups**

Faculty Co-Chair will discuss proposed membership of this year's GE Subcommittee and seek volunteers for work groups.

-GE Subcommittee needs to meet next month. Keep membership from last semester and add a general counselor (possibly Eric Martinez). Katherine Rhyno will attend to take notes.

-Workgroup of Dean's Checklist (Seth Anderson & possibly Bob Van Der Velde and Doug Marriott)

-Workgroup for Faculty Reviewers Checklist needs two faculty members (Seth Anderson & Josh Hansen).

-Proposal to use committee time to work on committee work prior to October. Possibly handbook chapters to work on.

### 8.5 **Articulation Timeline for 2022-23**

#### **+Attachment**

Articulation Officer will discuss timelines and best practices for articulation for this academic year.

-January 23, 2023, is submission deadline in CourseLeaf, it will go on the February 2023 agenda.

## 9.0 **Action Items** (15 minutes)

### 9.1 **Approve Curriculum Submission Deadlines 2022-23**

#### **+Attachment**

Committee will discuss and approve or modify proposed submission deadlines for this academic year.

-Concerns that with CourseLeaf being so new we need to build in additional time for review. Suggestion to include recommended "priority submission deadline".

-Motion to amend schedule to add a row of "priority" deadline of December 1. (M/S/P)

-Motion to amend schedule to remove the reference to courses needing articulation. (M/S/P)

-M/S/P as amended.

### 9.2 **Curriculum Committee Meeting Schedule for 2022-23**

#### **+Attachment**

Committee will discuss future meeting dates and approve or modify the following schedule.

Meeting times: 9:00 a.m. – 10:30 a.m. on the first and third Friday of each month

**Fall 2022**  
August 19

**Spring 2023**  
January 20

September 2, 16  
October 7, 21  
November 4, 18  
December 2

February 3  
March 3, 17  
April 21  
May 5

~~(All meetings will be held in Room 1425.)~~

-Memorandum for Napa County extends AB 361. Board of Governors approved on August 9 this extension.

-Members suggest having this meeting via Zoom so that people can participate more easily.

-Motion to amend this item to remove reference to meetings being held in person. (M/S/P)

-M/S/P as amended.

### **9.3 Establishing Committee Norms**

The committee will review and discuss norms for effective meetings and open communication.

From last year:

- Presume goodwill
- Identify solutions
- Demonstrate respect
- Begin and end meetings on time
- Come prepared (read materials ahead of the meeting)
- Listen with an open mind (practice active listening)
- Have a sense of humor
- Speak with candor
- Be fully present during discussions

-M/S/P

### **10.0 Future Items**

**10.1** Trainings on CourseLeaf for Curriculum Committee members, faculty, and campus at large

**10.2** Approval of Program Narrative forms

**10.3** Updated checklists for curriculum authors and reviewers

**10.4** Approval of courses for Local GE pattern

**10.5** AB 1705 and Math, English, ESL placement

**10.6** Revision of Curriculum Handbook Chapters 6 through 9

**10.7** Work Experience Education (AP 4103)

**10.8** Other

### **11.0 Adjourn**

-M/S/P

-Meeting adjourned at 10:30 a.m.