

Courses and Programs Committee

May 13, 2021

CPC Members Present: Joanne Benschop, Robert Bond, Brenda Cruz, Diane Dieckmeyer, Mike Fino, Kelly Hagen, Linda Hargrove, Mary Beth Headlee, Jim Julius, Donny Munshower, Gilbert Neri, David Parker, Erika Peters, Nate Scharff, Angela Senigaglia, and Sinclair Tirona.

CPC Members Absent: Robert Bond, Billy Gunn, John Makevich.

Guests Present: None.

Recording Secretary: Gwen Partlow

I. Call to Order and Agenda Approval: 1:04 p.m.

MSU (Peters/Hargrove) to approve the agenda.

II. Public comment on the agenda and off the agenda

No public comment.

III. Action Items

A. April 22, 2021 CPC Minutes

MSP (Dieckmeyer/Parker with one abstention) to approve the April 22, 2021 CPC minutes as submitted.

B. CPC Handbook Updates

1. DE Updates to Handbook

MSU (Scharff/Neri) to approve the recommended updates to the distance education section of the CPC Handbook.

Julius spoke and noted many of the changes were straight forward. Title 5 was updated so the language was updated to match. They moved away from using traditional and replaced with a more specific term of "in-person or on-site." They added a note regarding language in Form A in times of emergency. In addition, a sentence was added to address when the COR contains language regarding physical presence in a classroom.

2. Equity and Inclusion Language in CPC Handbook

MSU (Julius/Dieckmeyer) to approve adding the equity and inclusion language to the CPC Handbook including the additional modification suggested by Julius.

Senigaglia began with acknowledging Cindy Dudley's hard work on researching this subject. Senigaglia and Dudley worked together to add language within the handbook to address

equity and inclusion. Senigaglia went over the changes. One was a specific paragraph addressing lab outlines.

Under Section 7.5.13 Required Instructional Materials Page, Julius made a suggestion to replace the third paragraph that starts with "Although faculty are encouraged to list an Open Education Resources (OER)..." The new language should read as follows:

"The Academic Senate of MiraCosta College support and encourage faculty to consider using high quality, low cost or no cost, accessible course material alternatives, recognizing that textbook cost can be a barrier to college attendance, student access, and student success (MiraCosta College Academic Senate resolution in support of Open Educational Resources, 2016). Therefore, faculty are encouraged to list an Open Educational Resource (OER) text if one is appropriate for the course. They should keep in mind the CSUs and UCs accept OERs so long as they are stable and publicly available as textbooks. Online texts are evaluated on a case-by-case basis for CSU/UC course-to-course articulation."

Senigaglia went over a few options to update the COR forms in Meta. One option is to update the Curricunet Help document to include a document on equity and inclusion. A second option is to add some leading language in the COR form consistent with the handbook. A third option is to add checkboxes asking faculty to affirm that they reviewed their CORs for equity and inclusion. She gave a few examples of what these checkboxes might state. One suggestion Senigaglia did not include was adding a separate page for equity and inclusion. These changes would be effective for future course updates and additions.

Benschop asked if we have these checkboxes, would it mean the committee would be reviewing the outlines for these criteria for evidence that the faculty did it. Senigaglia stated no, that was not the intent to have CPC "police" the faculty on whether or not they actually did what they checked. Senigaglia stated maybe it is not a good idea to have the checkboxes. Benschop stated she was just concerned that it may hold up review of the CORs. Benschop stated she did like the statement "as appropriate for the discipline" as it really is up to the discipline experts to ascertain where it is appropriate to add or not add language in the COR regarding cultural relevance and equity mindedness.

Julius asked as someone who generally does not write curriculum, ultimately these suggestions are great but if people don't actively think about this when writing the COR, then how do people take this into effect when teaching the course? Senigaglia stated that while there may be language in the COR form regarding equity mindedness, it doesn't hold faculty to a specific standard in the classroom. It really isn't under CPC's jurisdiction to enforce faculty using equity-mindedness when teaching in the classroom. It is up to the departments to share any changes to their curriculum with those teaching the course and ensuring the contents of the COR are being taught.

The committee felt a sample template document should be provided, along with leading language and a check box acknowledging the faculty author included equity-minded language in the COR. They discussed whether or not the checkbox should be a required field and if not checked, then the proposal cannot be launched out of the faculty author's page. Senigaglia stated the checkbox is not about tasking faculty about adding language regarding equity, but to ask faculty to review their CORs with equity-mindedness in mind. Benschop likes the idea that the committee is not prescribing, but just offering guidance and

examples. Peters stated that in her discipline the content is pretty prescribed, but she doesn't mind checking the box because it gets her thinking that while she can't change the content, she may be able to think of other ways within the COR to include equity and inclusion.

The committee agreed to the equity language checkbox, adding a document to the Curricunet Help link, and adding the language to the pages Senigaglia showed the committee.

V. Announcements/Discussion

A. AP/BP Update from Academic Senate

Senigaglia stated good news. Everything CPC proposed has moved forward. The only APs that haven't come through is International Education because it is shared with AAC and Course Auditing, which is waiting on EMT feedback.

B. CSU Area F Approvals Update

Benschop stated two out of the four courses were approved for Area F, SOC/ETHN 207 and SOC/CCS 232. We can revise our other courses that were rejected and can also submit other courses from the college that may meet Area F in December. She stated the CSU stated 3 out of the 5 competencies needed to be clearly addressed in the outlines. Senigaglia stated that about 50% of the submittals were approved by the CSU. Many of the colleges have expressed anger over the lack of approval.

C. Academic Map Review Update

This is just a point of information for department and CPC, so everyone is aware of the work that still needs to be done.

D. Liberal Arts AA Degrees Update

Benschop stated they got the CSU approvals this week, and therefore are automatically approved for the liberal arts degrees.

VI. Adjournment: 2:13 p.m.

***Consent Items** are considered routine and will be approved by consensus. There will be no separate discussion of these matters unless a member of the CPC requests it be removed and considered as a separate item.

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