

**Deadline:**  
**Office of the President**



## **2019-2020 Committee/Project Team Self-Assessment Report**

**Committee/Project Team:** Curriculum Committee

**Reporting Date:** May 2019

**Chair/Co-Chairs:** Meridith Selden (faculty) & Daren Otten (Administration)

### **Active Committee Membership**

<b>Name</b>	<b>Position</b>
Meridith Selden	Faculty Co-Chair
Darren Otten	Administrator Co-Chair
Carrie Wasinger	At-Large Faculty Curriculum Support Coordinator
James Gilbreath	At-Large
Korey Champe	At-Large
Lore Dobusch	Counseling Representative
Denice Burbach	CTE Representative
Sherry Spina	Part-time or full-time CTE Representative
Aya Ueda	Fine Arts Representative
Thea Post	Health/PE Representative
Jeff Stollberg	MESH Representative
Carla Tweed	Academic Dean
Michael Bagley	Academic Dean
Paul Cluck	Associated Students of Yuba College (ASYC) member

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**1. Which of your short-term objectives have been met? Please report with evidence, including references to meeting minutes, how the committee/project team accomplished their short-term objectives and other supporting tasks.**

1. Ensure quality of YC Curriculum – however, this is an ongoing endeavor
2. Ensure currency of YC Curriculum – however, this is an ongoing endeavor
3. Ensure planning in YC Curriculum – however, this is an ongoing endeavor
4. Review COR's for title V compliance – however, this is an ongoing endeavor
5. Make recommendations about future curriculum – however, this is an ongoing endeavor
6. Train Curriculum Committee Members and Faculty on Curriculum Processes – however, this is an ongoing endeavor
7. Monitor the five-year review schedule for all CORs – however, this is an ongoing endeavor
8. Develop and maintain a curriculum committee specific website – however, this is an ongoing endeavor
9. Monitor the streamlined and coordinated process for reviewing and approving CORS including SLOs and DE questions.

**Evidence (minutes, reports, other documents):**

*Please provide hyperlinks to the documents on your committee website.*

- Meeting Agendas (1, 2, 3, 4, & 5)  
(<https://yc.yccd.edu/academics/committees/curriculum-committee/agenda-minutes-current/>)
- Meeting Minutes (1, 2, 3, 4, & 5)  
(<https://district.yccd.edu/pages/yc-new/CommitteeDetail?aid=8>)
- Sunset List (1, 2, 3, 4, & 5)  
(<https://yc.yccd.edu/academics/committees/curriculum-committee/local-curriculum-policies/sunset-list/>)
- Retreat Agenda (5, 6) (<https://1osjhr1kzber15t9781hbik1-wpengine.netdna-ssl.com/wp-content/uploads/2018/08/Curriculum-Committee-Retreat.pdf>)
- 5 year-rotation (7)  
(<https://yc.yccd.edu/academics/committees/curriculum-committee/local-curriculum-policies/5-year-rotation-schedule/>)
- CC Website (8)  
(<https://yc.yccd.edu/academics/committees/curriculum-committee/>)

**2. Which of your short-term objectives have not been met? Please explain what issues or barriers prevented the committee/project team from meeting these short-term objectives.**

1. **Support Faculty in Curriculum Clean-up: Update or Inactivate Degrees and Certificates that have not recently been updated (before 2013)**  
We have approximately 130 degree/certificates at Yuba College. In the 2016-2017 we created a list (compiling three data sources) that contains all of the degrees/certificates offered at Yuba College and the frequency with which the degrees are awarded. Although the data is now out of date and we cannot update it due to limitations associated with Meta, we are attempting to use the data to help make informed decisions when working with discipline faculty to revise degrees/certificates.
2. **Support Faculty in Curriculum Clean-up: Update and Inactivate CORs that are out of compliance or due for revision**

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Starting in 2017-2018, we began distributing a sunset list that contains courses that have not been taught in 3 years. There are 75 courses included on the Sunset list (21 or 28%) were included on the sunset list last year.

**3. Complete C-ID alignment approval for all existing ADTs.** Business & Theater Arts ADTs are still in progress.

**4. Review and re-validate all co and prerequisites as needed. Address disproportionate impact as required by the state.**

We cannot complete this objective without being able to pull data from Meta (our curriculum management system). Although we have asked for this report multiple times and YCCD has hired a consultant, we are still unable to pull data from Meta. If we are able to pull data from Meta, we will complete the review in the 2017-2018 academic year. Since we were unable to complete the review in the 2017-2018 we are now out of compliance with Title 5 regulations with regard to CTE course.

**3. Which of your long-term objectives have been met? Please report with evidence, including references to meeting minutes, how the committee/project team accomplished their long-term objectives.**

1. Facilitate and/or participate in the discussion about finding a new curriculum management system.

**Evidence (minutes, reports, other documents):**

*Please provide hyperlinks to the documents on your committee website.*

**4. Which of your long-term objectives have not been met? Please explain how you will progress toward these long-term objectives in the future.**

**1. Review the General Education requirements for local (i.e., CTE and non-transfer) degrees.** All students getting an AA/AS (as opposed to an ADT) are required to complete a series of general education courses. The current general education requirements have only been examined on a course-by-course basis. The curriculum committee hopes to examine the requirements from a more holistic point of view. We have begun the discussion but do not have a resolution at this point.

**2. Review (and potentially revise) the course substitution policy for degrees and certificates.** We did not have time to devote to this.

**3. Review and revise the existing out of date (and compliance) GE degrees.** We started the discussion in the CC retreat a few years ago. Additionally, we have met with counseling and developed subcommittees to evaluate the current degrees. That said, the GE degrees still exist and have only gotten more out of date. We have begun the discussion but do not have a resolution at this point.