

DCC Agenda: Feb 2, 2016

Computer Science: Courses currently in Curricunet

- CSCI 12
- CSCI 3

More CS courses coming this semester

Committee D: Courses currently in Curricunet:

- Math 37
- Math 67

Discussion:

- Should we add a maximum % for online assessments to course reviews?

Misc:

- Math 190 – course description on Curricunet is different from one listed in class schedule
- Math 165 – continued C-ID issues, might be because of the status on Curricunet: Active vs. Approved

FYI:

- Perspectives of a C-ID Reviewer – Linda Ternes
- What happens after a course gets approved by the CCC – requirements & timeline before we can actually offer the course. –Anna Hockman as discussed at CCC meeting on 1/26

## **EL CAMINO COLLEGE MATHEMATICAL SCIENCES**

### **DIVISION CURRICULUM COMMITTEE MEETING**

February 2, 2016

Present: Sue Bickford, Carl Broderick, Dina Eldanaf, Greg Fry, Milan Georgevich, Anna Hockman, Ken Key, Lars Kjeseth, Thri Manikandan, Ambika Silva, Jacquelyn Sims, Satish Singhal, Linda Ternes,

#### **COMPUTER SCIENCE: COURSES CURRENTLY IN CURRICUNET**

##### **Computer Science 12**

CS 12 Course Review has spelling errors and it also needs to match the requisite skills for CS 16 and CIS 134. Enrollment limitations must also be completed.

Most CS classes are CTE and must go through a CTE review every two years. The CTE review is a quick update instead of a full extensive review.

L. Kjeseth moved to approve CS 12 pending skills matching and grammatical/spelling errors. S. Singhal seconds the motion. Five approved, no oppositions, two abstain. The course will be sent back to M. Ghyam to update skills matching and grammatical/spelling errors.

##### **Computer Science 3**

The outline and subject matter for CS 3 need more details.

CS 3 also has grammatical and formatting issues. There must be subcategories for section 7, 8 and 9.

The lab and lecture details should be separate.

Skills matching must also be completed.

S. Singhal and E. Ambrosio will update CS 3 as G. Scott retired. G. Scott was the original instructor assigned to this course review. Voting will occur once the issues have been resolved.

## **COMMITTEE D: COURSES CURRENTLY IN CURRICUNET**

Committee D courses are expected to be complete this semester.

2/11/16 and 4/1/16 are the deadlines to have courses DCC approved, completed and submitted to College Curriculum Committee (CCC).

There is a DCC meeting scheduled for 3/29/16 so all changes to courses should be completed by then for DCC and department voting.

A. Hockman will provide a timeline of when items are due.

## **DISCUSSION**

There are currently no department policies regarding instructors having all assessments, including quizzes, homework and finals, done online.

During evaluations, it was discovered that an adjunct instructor was assigning all exams online. There could be integrity issues with this method.

A recommendation was made during Division Council that instructors should have multiple methods of assessments for a course.

M. Georgevich recommended that the final exam be completed in class and should be a large percentage of the course grade.

S. Singhal agrees that the final should be proctored on campus and at least 20% of the course grade.

These recommendations do not need to be in the course outline but can be added to the sample syllabi.

Dean J. Sims will present specific recommendations and samples. This will be a topic for further discussion at a future department meeting.

K. Key informed the committee that if faculty agree on a common core set of questions to assess a course, it shouldn't create an issue in regards to academic freedom. However, all faculty must be involved.

## **MISCELLANEOUS**

The Math 190 course description on CurricUNET is different from the description listed in the class schedule. Quajuana Chapman of Academic Affairs has been informed of this.

Math 165 continues to have C-ID issues and it might be because of the status on CurricUNET: “Active” vs. “Approved”

A flow chart should be provided to the department on when a course is sent to C-ID.

## **PERSPECTIVES OF A C-ID REVIEWER**

C-ID allows students to make sure that courses are in line with universities. It ensures that there is a common core set of classes that can be transferred.

Cal State universities are involved with C-ID, but UC’s are not. There should be a cross so students aren’t forced to pick one route – CSU or UC.

After CCC approves a course, it must then be Board approved and then approved by the Chancellor’s Office. After this, the course can be placed in the college catalog and offered to students.

Because of these many layers and lengthy timeline, if a course is to be offered for the following fall, the course must be submitted in the spring of the year before. Example: submit in spring 2016 for first offering in fall 2017.

L. Kjeseth recommended that the catalog be updated throughout the semester, instead of just once before the fall. The catalog can be placed online and updated continuously, or addendums can be added to the catalog. L. Kjeseth also recommended increasing Board meetings from once a month to twice a month or every three weeks.

The Chancellor’s Office is backing away from the Carnegie Unit method.