

# Curriculum Committee

## *End-of-Year Report*



## Committee - Curriculum

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**Purpose Statement:** The purpose of the Curriculum Committee, as reflected in the COS Governance Manual, is to: Review and approve all proposed changes and additions to District curriculum; Review other District functions related to curriculum; Advise the Vice-President of Academic Services on curriculum development; and Review the general education requirements and recommend changes as appropriate.

The committee meets the first Wednesday of each month during the academic year.

**Membership:** Co-Chairs:

Dr. Sarah Harris  
Dr. Jennifer La Serna

Articulation Officer:

Greg Keen

Course Librarian:

Daniel Alverado

Faculty Representatives:

Amy Vega-Pritchett  
Andy Hinojosa  
Tiffany Wainwright  
Charles Abee  
Allyson Briano  
Leah Velasquez  
Milena Seyed  
Eric Heatherington  
Monica Urban  
James McDonnell  
Chris Huff  
Anne Morris  
David Heywood  
Aimee Ahle

Academic Deans:

Brent Davis

Jesse Wilcoxon  
 Jenny Sae Chao  
 Jonna Schengel  
 Louann Waldner  
 Richard Lubben  
 Michele Brock  
 Francisco Banuelos  
 Angela Sanchez

Advisory Members:

Brice Nakamura - DE Coordinator  
 Amanda Cota - Financial Aid Resource Specialist  
 Mai Soua Lee—Director of Learning Resources  
 Joseph Castillo – PTA Director  
 Belen Kersten – Director of Nursing and Allied Health  
 Tom Wilson – Director of Police Academy

Student Representative:

Molly Brackett

<i>Initiatives</i>	<i>Evaluations</i>	<i>Results</i>	<i>Actions</i>
<p><b>Standard Business</b> - The committee will complete routine business such as taking up curriculum issues and developing curriculum policies as necessary, resolving curricular problems, developing and maintaining the current procedures in the CMS, completing an annual evaluation of the governance survey, etc.</p> <p><b>Initiative Status:</b> Active  <b>Academic Year:</b> 2019 - 2020, 2020 - 2021, 2021 - 2022, 2022 - 2023  <b>Start Date:</b> 09/04/2019</p>	<p><b>Directly related to Outcome</b></p>	<p><b>Report Type:</b> End-of-Year  <b>Result:</b> Satisfactory</p> <p>The committee met eight times in 2021-2022, completing routine business including but not limited to review of courses and programs, completing training in curriculum processes, and the development of guidelines for program maps. The committee was able to satisfactorily complete its initiatives and provide timely response to District needs.</p> <p>Agendas and minutes for all meetings are posted on the committee website:  <a href="https://www.cos.edu/en-us/governance/academic-senate/curriculum-committee">https://www.cos.edu/en-us/governance/academic-senate/curriculum-committee</a></p> <p>22 committee members completed the annual governance survey. Of the committee members surveyed, most agreed the committee met its roles and responsibilities, had adequate resources, and adhered to Robert's Rules (95%). Most also agreed the committee was effective in completing its initiatives and stayed on task (90%) and had an appropriate workload (87%). Suggestions in the</p>	

Initiatives	Evaluations	Results	Actions
	<b>Directly related to Outcome</b>	<p>comments include collecting faculty feedback on the curriculum process, additional outreach and training for faculty, and working to intentionally include IDEAA (inclusiveness, diversity, equity, anti-racism, and accessibility) into our processes and practices.</p> <p>The committee will continue to conduct its standard business, but has done so effectively for this year. (04/26/2022)</p>	
<p><b>CLEP and IB</b> - Lead faculty review and update of CLEP and IB exam tables.  <b>Initiative Status:</b> Active  <b>Academic Year:</b> 2021 - 2022  <b>Start Date:</b> 10/06/2021</p>	<b>Directly related to Outcome</b>	<p><b>Report Type:</b> End-of-Year  <b>Result:</b> Satisfactory  Curriculum committee division representatives reported that though divisions reviewed CLEP and IB resources and tables, no updates were recommended at this time. This initiative has been completed. (04/26/2022)</p>	
<p><b>GE Review</b> - With GE committee, review and update the COS GE pattern.  <b>Initiative Status:</b> Active  <b>Academic Year:</b> 2021 - 2022, 2022 - 2023  <b>Start Date:</b> 10/06/2021</p>	<b>Directly related to Outcome</b>	<p><b>Report Type:</b> End-of-Year  <b>Result:</b> Carried Forward  The committee discussed a draft GE committee set of recommendations at the March meeting and directed the GE committee to add additional options. Following this meeting the GE committee elected to pause a planned feedback survey on GE update options to await additional guidance from the CHancellor's Office. This initiative will therefore be carried forward to next year. (04/26/2022)</p>	
<p><b>Program Mapping - Development</b> - Begin the development process for COS program maps.  <b>Initiative Status:</b> Active  <b>Academic Year:</b> 2021 - 2022  <b>Start Date:</b> 10/06/2021</p>	<b>Directly related to Outcome</b>	<p><b>Report Type:</b> End-of-Year  <b>Result:</b> Satisfactory  The committee received a presentation on DegreeWorks from counseling and developed a related set of guidelines for updating program maps. These guidelines were approved at the May meeting. (04/26/2022)</p>	
<p><b>Equity and Curriculum Review</b> - Embed an equity-focused question in the curriculum review process and develop supporting cultural curriculum audit training.  <b>Initiative Status:</b> Active  <b>Academic Year:</b> 2021 - 2022  <b>Start Date:</b> 10/06/2021</p>	<b>Directly related to Outcome</b>	<p><b>Report Type:</b> End-of-Year  <b>Result:</b> Satisfactory  The committee developed and approved an equity-focused question to be embedded in the Courseleaf course form effective Fall 2022, as well as related resources available in the Curriculum Committee Handbook:  <a href="https://cos.instructure.com/courses/24277/pages/equity-and-curriculum-review?module_item_id=924119">https://cos.instructure.com/courses/24277/pages/equity-and-curriculum-review?module_item_id=924119</a></p>	

<i>Initiatives</i>	<i>Evaluations</i>	<i>Results</i>	<i>Actions</i>
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**Directly related to Outcome**

cultural curriculum audit training is planned for development via a CCCCCO grant process during summer session, but will be completed via a broader solicitation of faculty interest and input (outside of only committee members). (04/26/2022)