Taft College
West Kern Community College District

Meeting Date:	Tuesday, March 12, 2013
Meeting Time:	2:10 p.m. - 4:00 p.m.
Meeting Location:	HR Conference Room

Committee Members: S. Aunai, P. Bench, D. Berry, D. Bogle, V. Herder, M. Hines, D. Layne, D. McCauley, and S. Gregory

AGENDA

I. SOCIAL SCIENCES DIVISION

   A. Course Updates

   1. GEOG 1520   Cultural Geography
   2. POSC 1501   Government
   3. PSYC 1516   College Survival
   4. PSYC 1517   Becoming a Successful Online Student
   5. PSYC 1518   Career Exploration
   6. PSYC 1519   Career/Life Planning

II. DISCUSSION ITEMS

   A. G.E. Updates—Who is responsible for each part?

   B. C-ID—Should a process be developed for preparing these courses for curriculum resubmission by expiration date?

   C. Program Timeline—Should programs follow the same timeline as courses? Perhaps program can be submitted during a certain period to ensure all programs are effective in fall. What is the exact process of programs and where is the information stored? Perhaps create a shard drive for programs similar to Coursecat.

   D. Spring/Fall Specific Curriculum—Would it be beneficial for only courses and textbooks to go through curriculum in the spring and programs, GE, etc. in the fall?

   E. Curriculum Item Process Sheet—Would it be beneficial in making sure every "t" is crossed? The sheet can include everyone's processes, e.g. GE updates, pass/no pass, all program related items, etc.

   F. Tuesdays after C&GE—Might be helpful for counseling, articulation, registrar, and instruction to get together to apply effective dates for items that were just approved by C&GE.

V.   NEXT TECHNICAL REVIEW MEETING

The next meeting of the Technical Review Committee will be held Tuesday, March 19, 2013, pending proposed agenda items.

VI. DEADLINE FOR CURRICULUM AND GENERAL EDUCATION COMMITTEE MEETING

The deadline for submissions to be reviewed for the April C&GE meeting will be Friday, March 22, 2013 (due to spring break).