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Curriculum Committee Meeting

Friday, December 1, 2017

Room T-850, 1:00-3:00pm

Present: Pinar Alscher\*; Heather Sisneros\*; Iolani Sodhy-Gereben\*; Laura Bollentino\*; John Reager\*; Laurie Allen-Requa\*; Rebecca Bailey\*; Phillippa Caldeira\*; Laura Gomez-Contreras\*; Meryl Siegal\*; Julianne Kirgis; Anne Agard\*; Karl Seelbach\*;

Absent: Vina Cera\*; Chelsea Cohen\*; Donald Moore\*; Corey Hollis\*;

**Guests:** Kim Glosson (BUS; by phone); Daniela Pachtrapanska Nikolaeva (GRART); Michael Jay (GRART);

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| **AGENDA ITEM** | **SUMMARY OF DISCUSSION and DECISIONS** | **FOLLOW UP ACTION and RESPONSIBLE PARTY** |
| **I. CALL TO ORDER** | 1:15pm Sign in | 1st : 2nd:  |
| **II. APPROVAL OF MINUTES** | 1:15pm* Approval of 11/17/17 minutes
* Karl Seelbach new CTE position on committee
 | 1st : 2nd:  |
| **III. ANNOUNCEMENTS** | 1:18 pm * BUS dept chair not available to physically come due to PT but is available by phone
* AO has question of CA matching AS;
 | 1st : 2nd:  |
| **IV. REVIEW OF PROPOSALS** | 1:25 BUS/ M-SVN* Management and Supervision CA
* Management and Supervision AS
* BUS 18 Governmental and Nonprofit Accounting
* BUS 32 Introduction to International Business
* BUS 245EA Word Processing Using Microsoft Word
* BUS 245EB Word Processing Using Microsoft Word

CA—program update; updated descriptionAS—program update; added a new class; changed unitsQuestion of CA program of study being different than AS; dept would like the program of studies to be different; Changing to AS because Bachelor’s degrees in BS; suggestion to bring to CIPD so that gives time to research and have Joseph (BCC) in the room18—deactivation; not part of program32—deactivation; not part of program245EA—deactivation; part of GE245EB—deactivation; part of GE | Programs1st : Rebecca2nd: JulieApproved; discussion items at CIPD CA/AS matching issue and AA vs AS; uniCourses1st:John2nd: Rebeccauni |
|  | CONMT* Construction Management AA

AA—program update; changing to AA degree (was AS); CONMT 20 is listed as 2 units (3 unit class); remove line about page number; program of study needs to be updated (reflect GE patterns and electives); CA is missing Discussion on how program of study is listed (using core vs first semester); counselors suggest it is easier to read; question of guided pathways; suggestion to have a meeting dedicated just to look at how programs are listed in the catalog; suggestion to change to semester; CONMT 20’s units will be corrected in POS; switching back to AS (PCAH strongly recommends);  | 1st : Laurie2nd: Laura BApproved with conditions listed (changing core to semesters; look into AA vs AS; changing CONMT 20 units; CA is missing and will not go to CIPD without it; will confir with dept chair); uni  |
|  | DANCE* DANCE 5-- Rhythmic Analysis

5—update; changed description; removed repeatability;  | 1st : Laura B2nd: Laurie |
|  | ENGIN* ENGIN 53 Regulations for Medical Device Technology

53—nc;  | 1st : Rebecca2nd: Johnuni |
|  | GRART * GRART 32 Digital Documents (Adobe InDesign)
* GRART 42 Web Graphics (Dreamweaver)
* GRART 43 Web Graphics and Animation
* GRART 112 Creative Process and Solutions
* GRART 114 Graphic Design Technology
* GRART 121 Applied Graphic Design 1
* GRART 123 Applied Graphic Design 3
* Applied Graphic Design/Digital Imaging AA

32—update (list of changes lists changing from 132? Course went though in 2015; glitch in system?); not mapped to program; legacy skills; changed rec prep; 42— update (list of changes lists changing from 142? Course went through in 2015; active version of this number in the system); not mapped to program; added prereq; 43—update; changing title; changed description; need JOURN IJ program; rec prep changed (34 listed 2x with legacy skills); 112—nc; 114—update; changed prereq and added rec prep; 121—update; changed grading; changed lab hours (too few for units); legacy skills; fixing the lab hours back 123—update; changed prereq to rec prepAA—nc; cleaning up; CA missing; question of staying an AA or change to AS; Question of why 121, 122, 123 no prereq of each other; dept does not want that; Question of listing older numbers in prereq/rec prep; question of content being equal since the units were changed;  | 1st : Julie2nd: LaurieApproved with conditions (CA missing; little fixes that will completed post meeting with chair); uni |
|  | MEDIA* MEDIA 160 AudioVisual Essentials I
* MEDIA 161 AudioVisual Essentials II
* AV Installation Technician CP

160—deactivation; part of CP program161—deactivation; part of CP programCP—deactivation;  | 1st : Laura B2nd: Johnuni |
|  | Discussion* Curriculum approval process
* Important to focus on student needs
* Get better on front end (details) before it comes to committee; onus on us since State is streamling process;
* It is on faculty to deal with curriculum, but committee members spending a lot of time explaining META and helping them make changes; Trying to find balance; faculty purview? Each dept seems to be different; “Faculty will follow administrative policy” pft contract; Suggestion of top down mentality; flex day workshop; professional days (what non instructional requirements); suggestion of adding more tech reviewers and have them be the first level of process; creating a troubleshooting document; has to be embedded at every level in order to change the culture;
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| **V. ADJOURNMENT** |  | 2:55 pm |