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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 description  AS—program update; added a new class; changed units  Question 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 room  18—deactivation; not part of program  32—deactivation; not part of program  245EA—deactivation; part of GE  245EB—deactivation; part of GE | Programs  1st : Rebecca  2nd: Julie  Approved; discussion items at CIPD CA/AS matching issue and AA vs AS; uni  Courses  1st:John  2nd: Rebecca  uni |
|  | 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 : Laurie  2nd: Laura B  Approved 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 B  2nd: Laurie |
|  | ENGIN   * ENGIN 53 Regulations for Medical Device Technology   53—nc; | 1st : Rebecca  2nd: John  uni |
|  | 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 prep  AA—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 : Julie  2nd: Laurie  Approved 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 program  161—deactivation; part of CP program  CP—deactivation; | 1st : Laura B  2nd: John  uni |
|  | 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; |  |
| **V. ADJOURNMENT** |  | 2:55 pm |