Curriculum Committee Meeting
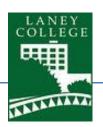
Friday, December 1, 2017
Room T-850, 1:00-3:00pm

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);

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	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

	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	
	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);	1st : Julie 2nd: Laurie Approved with conditions (CA missing; little fixes that will completed post meeting with chair); uni

	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;	
	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