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Curriculum Committee Meeting

Friday, April 15, 2016

Room F-170, 1:00 PM—3:00 PM

Present: Anne Agard\*; Iolani Sodhy-Gereben\*; Vina Cera\*; John Reager\*; Phillippa Caldeira\*; Meryl Siegal\*; Chris Brown\*; Laura Gomez-Contreras\*; Donald Moore\*; Steven Zetlan\*; Laura Bollentino\*; Peter Brown\*; Rebecca Bailey\*; Pinar Alscher; Heather Sisneros\*;

Absent: Daniela Nikolaeva Pachtrapanska\*;Lilia Celhay\*; Denise Richardson; Chuen-Rong Chan; Phoumy Sayavong; Peter Crabtree; Mildred Lewis

**Guests:** Inger Stark (DE); Leslie Blackie (BIOL); Linda Chi (BUS); Rina Santos (MATH); Chris Weidenbach (ENGL); Kelle Lynch-McMahon (CONMT); Amir Sabzevary (HUMAN/PHIL);

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| **AGENDA ITEM** | **SUMMARY OF DISCUSSION and DECISIONS** | **FOLLOW UP ACTION and RESPONSIBLE PARTY** |
| **I. CALL TO ORDER** | 1:00-1:05 Public Announcements, reports, kudos   * Annie gives kudos to Iolani for doing tech review |  |
| **II. APPROVAL OF MEETING MINUTES** | 1:05-1:10 Approval of minutes   * April 1st minutes—amend; Basic Skill transformation grant; only Lisa Cook; only faculty; * Minutes reflect DE vote (i.e., ATHL) | Meryl asked for revision; will send to Annie with her comments; Annie will ask Lisa Cook for her comments to post;  1st Donald  2nd Peter  Failed  Vote for tabling these notes to be revised for May meeting and will be voted  1st Laura  2nd Peter  uni |
| **III. ANNOUNCEMENTS AND REPORTS** | 1:10-1:15 Review of Board Policy 7380 on Ethics, Civility, and Mutual Respect   * Asked by VPI to review * Question about last sentence | Laura will follow up with Board Policy about last sentence in document. |
|  | 1:15-1:21 Vote on recommendation to establish a committee position for Distance Education Coordinator   * Introduction of Inger Stark * Will attend rest of committee meeting this semester * Can update committee with what is going on at the DE subcommittee * Question of if we need a roll call vote (not if unanimous decision) | Inger will discuss at retreat (5 min presentation)  Move to suggest DE coordinator who is a voting member to bring to faculty senate  1st: Vina  2nd : Chris  Approved  1 abstain |
|  | 1:21-1:29 Required action: Recommendation or non-recommendation of ASCCC Paper on Curriculum   * Some issues with –p.24, 26-27; issue of uniform course description; discouraging not doing this; p.26 left off a word (no) * Students taking courses at multiple campuses a semester (1/3); critical to offer Uniform course listing; not relevant to us; if approved needs to be relayed to Lisa Cook our concerns; | Move forward but reflect our concerns  1st Donald  2nd Laura  Approved  2 abstain |
|  | 1:29-1:36 Review and action: Policy on revision of SLOs and PLOs (Rebecca Bailey)   * Bringing to committee policy to coordinators have the ability to change SLOs and PLOs without coming to committee * Rarely used; fixed issues within a specific dept (like COSM); criteria—last 2 years; CTE; way to help them make a commitment; written statement to agree to bring to committee to cc chairs (cc VPI) to bring course to committee by a certain timeframe; with an expiration date * Suggestion to have combined vote for this and deactivations | **TABLE** until longer discussion at retreat  1st Annie  2nd” John  uni |
|  | 1:36-1:43 Review and action: Guidelines for evaluating the suitability of new course proposals (Annie)   * Suggestion to be tabled; question if document needs to be edited or amended; left out “does the faculty have a good reason to bring this course?” “Development of human beings” | **TABLE**; Suggestion to put on agenda for retreat  1st Peter  2nd Donald  uni |
|  | 1:43-1:54 Review and action: Resolution on communication of catalog information to students (Donald)   * Resolution to have administration contact students with changes (the supplement/errata) to the catalog. * Laura shared flow chart of all the people who work on the catalog; just to amend resolution to include all the people listed * Edit; 1st paragraph missing word; given to Donald left out “notify” * Has this been discussed with the counselors?; this resolution specifically about students being made aware of these changes; question about transparency; can be part of the discuss if this statement comes out, how other depts will be affected; counselors can give feedback on approach; need serious discussion between faculty and administration; | Resolution: approve this with Rebecca’s amendment; to be sent to Academic Senate;  1st: Annie  2nd: Steve  uni |
|  | Lisa will send out ballots to voting members of nominations for new curriculum chairs | Check your email |
|  | Suggestion to create a resolution to clear out stuck proposal | Discuss at retreat |
| **IV. REVIEW OF PROPOSALS** | 1:54-1:55 ECT (Annie)   * ECT 20 | ECT 20--deactivation  1st Laura  2nd Rebecca  uni |
|  | 1:55-2:18 BUS (Linda Chi)   * BUS 223 Introduction to Internet * BUS 237 Microsoft Windows * BUS 246 Advanced Word Processing Applications * BUS 1A Financial Accounting * ECON 1 Principles of Economics (Macro-Economics) * ECON 2 Principles of Economics (Micro-Economics) * BUS 252 Certified Bookkeeper Exam Review * AS Business Information Systems—took out irrelevant courses; course content in other courses | BUS 223—Deactivation  BUS 237—Deactivation  BUS 246—Deactivation  BUS 1A—nc; Non-catalog change; Textbook updated; C-ID; SLOs; course content  ECON 1— Non-catalog change; Textbook updated; C-ID; SLOs; course content  ECON 2— Non-catalog change; Textbook updated; SLOs; course content  BUS 252—new; DE  AS BIS—update; change to POS;  Deactivation:  1st: Annie  2nd Chris  uni  New courses  1st Annie  2nd Chris  uni  DE  1st Annie  2nd Chris  approved  2 abstain    ECON  1st Laura  2nd: Vina  AS  1st: Annie  2nd: John  uni |
|  | 2:18-2:23 BIOL (Leslie Blackie)   * BIOL 73 Cell Culture Principles and Techniques * BIOL 74 Scientific Communication * BIOL 77 Business and Regulatory Practices in Biomanufacturing | BIOL 73— Description change; Textbook updated; C-ID; course content  BIOL 74— Non-catalog change; Textbook updated; SLOs; course content  BIOL 77— Non-catalog change; Textbook updated; C-ID; SLOs; course content;  1st Vina  2nd John  Approved  1 abstain |
|  | 2:23-2:27 MUSIC (John Reager)   * MUSIC 150 Applied Music | MUSIC 150—new; need to table because program needs to be brought at same time;  **TABLED**—no program; question of when to revise program (before or after class approved); see if stand alone or program applicable  1st Annie  2nd John |
|  | 2:28-2:30 MATH (Rina Santos)   * MATH 13 Introduction to Statistics | MATH 13— District Change; change prereq to match other colleges  1st Vina  2nd Chris  uni |
|  | 2:30-2:31 MEDIA (Vina)   * MEDIA 155 Advanced Music Video Production: Basic Recording * MEDIA 156 Advanced Music Production III: Mixing & Mastering | MEDIA 155—nc;  MEDIA 156—nc;  1st John  2nd Peter  uni |
|  | 2:33-2:45 ENGL (Chris Weidenbach)   * ENGL 1A Composition and Reading   Working with BCC; may create our own version; follow up from previous concerns (resolved)   * ENGL 12 Film: The Modern Literacy Medium | ENGL 1A— District Change; change prereq to match other colleges  ENGL 12— Change title; course description; added prereq; added DE; updated textbooks and SLO  1st Peter  2nd John  uni  DE  1st Peter  2nd Chris  2 abstain |
|  | 2:45-2:48 CIS (Johnnie Williams)   * CIS 36B Java Programming Language II | CIS 36B— District Change; changed prereqs to match BCC; course content  1st John  2nd Steve  uni |
|  | 2:48-2:52 CONMT (Kelle Lynch-McMahon)   * CONMT 21 Construction Estimating II – Commercial Projects | CONMT 21— Change description; course content;  1st John  2nd Chris  uni |
|  | 2:52-3:10 HUMAN/PHIL (Amir Sabzevary)   * PHIL 6 Introduction to the Philosophy of Self and Emotions * HUMAN 31B Arts and Ideas of Western Culture | PHIL 6—new; added DE;  HUMAN 31B—**TABLED by chair**; new; added DE  1st Chris  2nd Peter  Approved  7 aye  2 nays  2 abstain  DE  1st Vina  2nd Chris  Meryl says she abstained DE addendum because it needs to be developed;  Issue of accessibility; closed captioning  6 ayes  7 abstain  Failed  Recommendation—have all DE courses be accessible (closed captioning);  Suggestion to Curriculum Committee to not approve any further DE addendum until the process is updated and improved;  1st: Peter  2nd: Meryl  Uni  Plan to discuss our suggestions to improve the process. |
|  | 3:02 Ask to extend meeting | Vina  John  uni |
|  | 3:10-3:15 Program Corrections   * AA-T Anthropology * AA-T Psychology   AO wants support in making sure she is in the discussion. | ANTHR—correcting POS to send to State;  PSYCH—correcting POS to match State  Brought to committee as informational only |
| **V. RETREAT** | 3:15-3:18 Appoint subcommittee to plan for retreat on April 29 | Pinar, Iolani, Donald, Annie |
| **VI. ADJOURNMENT** |  |  |