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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
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| **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 Donald2nd PeterFailedVote for tabling these notes to be revised for May meeting and will be voted1st Laura2nd Peteruni |
| **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: Vina2nd : ChrisApproved1 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 concerns1st Donald2nd LauraApproved2 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 retreat1st Annie2nd” Johnuni  |
|  |  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 retreat1st Peter2nd Donalduni |
|  |  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: Annie2nd: Steveuni |
|  | 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--deactivation1st Laura2nd Rebeccauni |
|  |  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—DeactivationBUS 237—DeactivationBUS 246—DeactivationBUS 1A—nc; Non-catalog change; Textbook updated; C-ID; SLOs; course contentECON 1— Non-catalog change; Textbook updated; C-ID; SLOs; course contentECON 2— Non-catalog change; Textbook updated; SLOs; course contentBUS 252—new; DEAS BIS—update; change to POS; Deactivation:1st: Annie2nd ChrisuniNew courses1st Annie2nd ChrisuniDE1st Annie2nd Chrisapproved2 abstain ECON1st Laura2nd: VinaAS1st: Annie2nd: Johnuni |
|  | 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 contentBIOL 74— Non-catalog change; Textbook updated; SLOs; course contentBIOL 77— Non-catalog change; Textbook updated; C-ID; SLOs; course content; 1st Vina2nd JohnApproved1 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 applicable1st Annie2nd John |
|  |  2:28-2:30 MATH (Rina Santos) * MATH 13 Introduction to Statistics

  | MATH 13— District Change; change prereq to match other colleges1st Vina2nd Chrisuni |
|  |  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 John2nd Peteruni |
|  |  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 collegesENGL 12— Change title; course description; added prereq; added DE; updated textbooks and SLO1st Peter2nd JohnuniDE1st Peter2nd Chris2 abstain |
|  |  2:45-2:48 CIS (Johnnie Williams) * CIS 36B Java Programming Language II
 | CIS 36B— District Change; changed prereqs to match BCC; course content1st John2nd Steveuni |
|  |  2:48-2:52 CONMT (Kelle Lynch-McMahon)* CONMT 21 Construction Estimating II – Commercial Projects
 | CONMT 21— Change description; course content; 1st John2nd Chrisuni |
|  |  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 DE1st Chris2nd PeterApproved7 aye2 nays2 abstainDE1st Vina2nd ChrisMeryl says she abstained DE addendum because it needs to be developed; Issue of accessibility; closed captioning6 ayes7 abstainFailed 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: Peter2nd: MerylUniPlan to discuss our suggestions to improve the process.  |
|  | 3:02 Ask to extend meeting  | VinaJohnuni |
|  |  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 StateBrought 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** |  |  |