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Curriculum Committee Meeting

Friday, December 6, 2019

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

Present: Heather Sisneros\*; Pinar Alscher\*; Iolani Sodhy-Gereben\*; Anne Agard\*; Vina Cera\*; Rebecca Bailey\*; John Reager\*; Laurie Allen-Requa\*; Laura Bollentino\*; Karl Seelbach\*; Denise Richardson\*;Cheryl Lew\*;

Absent: Rudy Besikof\*; Meryl Siegal\*; Reginald Constant\*;

***Guests:*** *David Ross (MATH); Kim Glosson (BUS); Noemi Zeigler (MEDIA); Kelle Lynch McMahon (CONMT); Mark Fields;*

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| **AGENDA ITEM** | **SUMMARY OF DISCUSSION and DECISIONS** | **FOLLOW UP ACTION and RESPONSIBLE PARTY** |
| **I. CALL TO ORDER** | 1:07pm Sign in* Group exercise to develop group questions for guests to committee;
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| **II. APPROVAL OF AGENDA/MINUTES/ADDITION TO AGENDA/ANNOUNCEMENTS** | 1:14pm* Approval 11/15/19 minutes;
* Barbara Yasue—request to add line to clarify library’s role in consultation;
* Agenda—chair did not email people who are on the agenda for curriculum; add CONMT 6 and 7; move MATH to earlier on the queue
 | minutes1st: John2nd: LaurieApproved; 1 abstainAgenda1st: John2nd: RebeccaUni; 6 and 7 not ready for committee in queue;  |
| **III. REPORT BACK FROM MEETINGS** | 1:28pm Report back from: Heather Sisneros* College Council:
* IEC: Stephanie Droker at last meeting by phone; answering additionally questions about accreditation;
* Deans: financial allocation; discussed at department chair meeting this week; currently not dramatic cuts; 17% overall; discussion of how school offers courses, plan to work with dept chairs; question of CTE of being better to update or create new classes;
 | Informational/Discussion |
| **IV. INFORMATION/PRESENTATION** | 1:pm Peralta Curriculum and Planning Manual (PCAPM) Presentation - CC Member Vina Cera*
 | Informational/Discussion * PULLED
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|  | 1:pm Memorandum AA 19-44: Collaborative Programs Eligibility Criteria and Submission Guidelines—Rudy Besikof*
 | Informational/Discussion * PULLED
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| **V. DISCUSSION/ACTION ITEMS** | 1:pm Finalize Distance Education Supplement Form and vote on it.– Chelsea Cohen (DE Coordinator), and Heather Sisneros*
 | Informational/Discussion * PULLED; change effective date of new DE addendum to March 31st, 2020
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|  | 1:41pm Academic Integrity and offering courses in a shortened timeframe* Course 3 units or more in shorten time frame, need additional evaluation locally; time frame=less than 6 weeks; this discussion was prompted by HLTED 1 which came a year ago; question of broaden discussion to 1-2 units and noncredit; creating a standard (max hrs per week); question of district wide what other colleges are doing; COA is currently having classes as less than 6 week 3+ units; language to focus on our school first vs try and change district wide; make it mandatory on this campus; who is the student/clientele? Suggestion to demonstrate the outcomes;
* Action item: to support current State and district academic senate protocol; and in the future create standards of what Laney’s policy is with shortened classes
 | Informational/Discussion 1st: John2nd: Vinauni |
|  | 2:16pm Possible Moratorium on new Curriculum* With mandated curriculum updates, mandated AB 705 support courses developed, and curriculum developed under grant funding, the Curriculum Committee is being charged with reviewing and approving nearly 400 courses during the Spring 2020 semester. It is imperative the Curriculum Committee discuss strategies for implementation of how to handle the large amount of curriculum to review/approve. Discussion/action on a possible moratorium for new curriculum will be addressed.
* Currently going through many projects effecting curriculum and committee work (audit; review; 705, etc); Feb 15th deadline for items that are out of compliance must be in META; question of notifying department chairs and faculty about the deadline; creating caveats for department who have done the work to update their classes to create new courses; clearly define the caveats/exceptions;
* Suggestion for deans help in the first generated schedule for fall, highlight which classes on bubble for deans to tell departments it might taken off
 | Informational/Discussion  |
| **VI. REVIEW OF PROPOSALS** | 1:pm ART* ART 145 Advanced EcoArt Matters: Community Outreach and Collaboration

145—cat; changed description; top code; prereq; listed as program applicable but not mapped to any program; textbook on bubble | 1st: 2nd: TABLED |
|  | BUS* BUS 210 Financial Management and Investments

210—nc; updating DE addendum;  | 1st: Laurie2nd: Vinauni |
|  | COUN* COUN 521 College Readiness 1
* COUN 522 College Readiness 2
* College Preparation and Orientation

521—new; mapped to ILOs though part of program?; adding DE522—new; lec needs to be expanded; mapped to ILOs though part of program?; adding DECCy—new; no narrative | 1st: 2nd: TABLED |
|  | CULIN* CULIN 212 Introduction to Culinary Arts

212—cat; changed description and title; changed reqs; Rather the instructor speak to Laura (back Feb 3) and her be here to answer question about the changes to the course; will talk to instructor about these issues | 1st: Karl2nd: JohnTABLED; uni; Chair will talk to instructor about these issues |
|  | ENGL* ENGL 268A Basic Reading
* ENGL 268B Basic Reading

268A—deact; nip268B—deact; nip | 1st: Laurie2nd: Johnuni |
|  | GRART* GRART 113 Typography

113—cat; removed prereq; lec needs to be expanded; no textbook | 1st: 2nd: TABLED |
|  | JOURN* JOURN 55 Introduction to Journalism

55—deact; in Language Arts AA | 1st: John2nd: RebeccaApproved; 1 abstain |
|  | MATH* MATH 504 Workforce Math
* Preparation for Success in Calculus CCy
* Preparation for Success in Statistics CCy

504—nc; reduce min dur to less than 6Cal—new; Sta—new; Created certificates in connection to AB 705; created credit first; then noncredit;  | 1st: John2nd: RebeccaUni;  |
|  | MEDIA* MEDIA 100A Broadcast Media Announcing and Performance
* MEDIA 100B Broadcast Media Announcing and Performance
* MEDIA 115 Media-based Computing and Mac OS X
* MEDIA 120 Making Documentaries
* MEDIA 122 Music Video Production
* MEDIA 125 Scriptwriting for Video, Broadcast and Digital Cinematography

100A—cat; adding DE; lec needs to be expanded; wrong DE form attached; remove CBE100B—cat; not mapped but program applicable; lec needs to be expanded; need more exit skills; adding DE; changed prereq to rec prep; textbook with no rationale; DE wrong form; 115—nc; adding DE; lec needs to be expanded; need rationale for textbooks; wrong DE form120— nc; adding DE; lec needs to be expanded; wrong DE form; update textbook; 122—not ready for committee; nc; adding DE; lec needs to be expanded; wrong DE form125-- nc; adding DE; lec needs to be expanded; need rationale for textbooks; wrong DE formQuestion of credit by exam; no example; question of why articulated with high school students; question of removing credit by exam; add rationale to missing classes;  | 1st: Laurie2nd: JohnuniHeather will meet with Noemi to update courses with comments;DE1st: John2nd: Deniseuni |
|  | CONMT* CONMT 6
* CONMT 7

6—cat; change grading; added DE; 7-- cat; change grading; added DE; overmapped; need to be redone | 1st: Rebecca2nd: JohnUni; SLO coordinators will meet with instructor to correctDE1st: Laurie2nd: Johnuni |
| **VII. NEXT MEETING** | 3:10pm Topics for next meeting* Have dedicated time during PD to just do curriculum; marketed; use of deans; suggestion to have rooms dedicated with AO, SLO, etc direct help; question of adjuncts attending (need help from deans and VPIs); need to make sure there is no competing programming at same time
 | Informational/Discussion 1st: Pinar2nd: John Extension of meeting to talk about PD in Jan |
| **VIII. ADJOURNMENT** |  | 3:25pm |