



Curriculum Committee

Approved Minutes

September 24, 2019

Meeting Room: 501

1:30 pm – 3: 30 pm

1. Call to order

Interim Curriculum Chair Erin Duane called the meeting to order at 1:34 pm.

2. Roll Call

Curriculum Committee Officials: Erin Duane (Interim Chairperson), Lisa Abbott (Curriculum Analyst), Curtiss Brown (Articulation Officer), and David Williams (VP of Academic Affairs)

Members: Amy Dauffenbach, Anthony Ayala, Debra Berrett, Ginger Cain, Marivic Macalino, Mark Berrett, Dean Sandy Lamba, Sarah Barsness, Sherina Mae Soliman, and Teri Yumae.

Sheila Kaushal (Administrative Assistant)

Absent: Dean Joseph Ryan

Guests: Emily Burt, Howard Craig Yamamoto, and Alysa Borelli.

3. Agenda Approval

Ginger Cain motioned to approve the agenda of September 24, 2019 as presented. It was seconded by Teri Yumae. The agenda was approved unanimously.

All matters listed under the Consent Items are considered routine and will be enacted by the approval of the agenda unless removed from the Consent Items by a Committee member.

4. Approval of Minutes

Amy Dauffenbach motioned to approve the minutes of September 10, 2019 as presented. It was seconded by Teri Yumae. The motion was approved unanimously.

5. Comments from the Public

There were no comments from the public.

6. Consent Items for Curriculum Committee

6.1 Option B and C: SJS 002 and CDFS 053

Sarah Barsness motioned to approve items 6.1 and 6.2. It was seconded by Anthony Ayala. The motion was approved unanimously.

6.2 Typo Error Corrections: THEA 027B

7. Action Items

7.1 Updated Curriculum Committee Meeting Calendar for 2019-2020 Academic Year

Sarah Barsness motioned to approve the updated Curriculum Committee meeting calendar for 2019-2020 academic year. It was seconded by Teri Yumae. The calendar was approved unanimously.

7.2 Update Curriculum Committee Chair Selection Process To A Hiring Process	Erin Duane shared that the Senate would like the Curriculum Committee to consider aligning its Chair selection process with those of other Senate subcommittees, so that the Chair is hired by opening the position to the campus rather than relying on committee volunteers. Sarah Barsness motioned to approve item. It was seconded by Teri Yumae. The motion was approved unanimously.
8. New Course	There were no items on this section.
9. Course Modification	<p data-bbox="446 426 1437 499"><u>9a. BIOT 406 Supply Chain and Enterprise Resource Planning and Biomanufacturing: Requisites</u></p> <p data-bbox="446 499 1453 531"><u>9b. BIOT 407 Advanced Topics in Quality Assurance and Regulatory Affairs: Requisites</u></p> <p data-bbox="446 531 1144 562"><u>9c. BIOT 408 Six Sigma and Lean Manufacturing: Requisites</u></p> <p data-bbox="446 562 1541 678">The committee had discussions regarding the elimination of requisites for these courses and its possible outcomes. Chair Duane will contact Jim DeKloe to acquire more information regarding these modifications.</p> <ol data-bbox="495 678 1541 961" style="list-style-type: none"> <li data-bbox="495 678 1541 814">1. Action on the Courses: Anthony Ayala motioned to combine and approve 9a, 9b, and 9c courses. It was seconded by Sarah Barsness. The motion, which is contingent upon clarification of possible enrollment qualifications, was approved unanimously. <li data-bbox="495 814 1541 961">2. Action on the Requisites: Anthony Ayala motioned to approve the requisite updates. It was seconded by Sarah Barsness. The motion, which is contingent upon clarification of possible enrollment qualifications, was approved unanimously.
10. Course Inactivation	There were no items on this section.
11. Curriculum Review	There were no items on this section.
12. New Program	<p data-bbox="446 1192 1015 1224"><u>12a. Landscape Designer – Job-Direct Certificate</u></p> <ol data-bbox="495 1224 1541 1297" style="list-style-type: none"> <li data-bbox="495 1224 1541 1297">1. Action on the Program: Deb Berrett motioned to approve this new program. It was seconded by Ginger Cain. The motion was approved unanimously.
13. Program Modification	<p data-bbox="446 1329 1469 1360"><u>13a. Human Services A.A.: Change course number from HS 051 to HS 001; Description.</u></p> <p data-bbox="446 1360 1494 1434"><u>13b. Human Services Certificate of Achievement: Change course number from HS 051 to HS 001; Description.</u></p> <p data-bbox="446 1465 1541 1675">The committee had discussions regarding the following: (a) program numbering based on transferability to UC or Cal State, (b) its effect on policies and work of articulations, (c) possibility of creating a numbering system, (d) creating a CID crosswalk, and (e) a task force (Erin Duane, Amy Dauffenbach, Pei-Lin Van't, Claudia Tenty, and Emily Burk) will address this issue and will be presented to SCC Academic Senate for further discussion and approval.</p> <ol data-bbox="495 1707 1541 1812" style="list-style-type: none"> <li data-bbox="495 1707 1541 1812">1. Action on the Programs: Amy Dauffenbach motioned to combine and approve items 13a and 13b. It was seconded by Anthony Ayala. These program modifications were approved unanimously.

14. Program Inactivation	There were no items on this section.
15. High School Articulation	There were no items on this section.
16. Report from Assessment Coordinator	Andrew Wesley, Assessment Committee Coordinator, did not have to attend this meeting.
17. Report from the Chair	Erin Duane, Curriculum Committee Coordinator, provided the following update regarding Equity as part of Curriculum process, "Senate recommends that the committee look for and engage in dialogue regarding inequities and equity gaps, both in an ongoing manner as well as in curriculum review, and also to look at incorporating course sequencing and placement of programs in PACE into the curriculum process." VP David Williams confirmed that a "reason for submission" box could be included on eLumen and will be added by Lisa Abbott. He also shared information regarding program maps on SCC catalog and Michael Wyly will contact faculty regarding their non-ADT programs. Lastly, based on student input received by Counselors, he stated that course maps will be a recommendation/suggestion.
18. Report from VP of Academic Affairs	David Williams, VP of Academic Affairs, provided updates when discussing items 13 and 17.
19. Report from the Articulation Officer	Curtiss Brown, Articulation Officer, was not able attend this meeting.
20. Other	There were no items on this section.
21. Open Discussion	Lisa Abbott provided the committee updates regarding eLumen: (a) programs will be uploaded this week, (b) program modifications could be processed using CurricuNET, (c) other modification requests should be forwarded to her, Dean, and faculty representatives via email (d) curriculum review for new courses could be processed using eLumen, and (e) eLumen training will be offered during October 8, 2019 Flex Day.
22. Adjournment	Amy Dauffenbach motioned to adjourn the meeting. It was seconded by Dean Sandy Lamba. The meeting adjourned at 2:30 pm.

ALL MEETINGS WILL BE HELD STARTING AT 1:30 PM IN ROOM 501 UNLESS OTHERWISE NOTED:

Fall 2019

September 24, 2019

October 15, 2019

October 29, 2019

November 12, 2019

November 26, 2019

Spring 2020

January 28, 2020

February 11, 2020

February 25, 2020

March 17, 2020

March 31, 2020

April 21, 2020

May 5, 2020