



CURRICULUM COMMITTEE

Approved Minutes

Date: October 27, 2020

Meeting Room: Zoom

1:30 pm – 3: 30 pm

1. Call to order	The meeting was called to order by Chair Sarah Barsness at 1:33 p.m. Due to the CoVID-19 pandemic, the meeting was held virtually in Zoom.
2. Roll Call	<p>Curriculum Committee Officials: Sarah Barsness (Chairperson), Lisa Abbott (Curriculum Analyst), Ashlie Lawson (Articulation Officer), and David Williams (VP of Academic Affairs)</p> <p>Members: Amy Dauffenbach, , Debra Berrett, Ginger Cain, , Mark Berrett, Marivic Macalino, Dean Lisa Neeley, Maureen Powers, Teri Yumae, Mary Anne Valch, Erin Duane, James Word</p> <p>Claire Gover (Executive Assistant)</p> <p>Guests: Douglas Mungin, Sarah Donovan</p> <p>Absent: Anthony Ayala, Dean Joseph Ryan, Anastasia Simonova (ASSC)</p>
3. Agenda Approval	<p><i>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.</i></p> <p>Amy Dauffenbach moved to approve the agenda as presented. The motion was seconded by Lisa Neeley. The agenda was approved unanimously.</p>
4. Approval of Minutes	<p><u>4a. Approval of minutes from May 5, 2020</u></p> <p>Debra Berrett moved to approve the minutes. The motion was seconded by Teri Yumae. The motion was approved unanimously.</p>
5. Comments from the Public	There were no comments from the public.
6. Consent Items for Curriculum Committee	There were no consent items.
7. Action Items	<p><u>7a. DE Addenda (see attached sheet)</u></p> <p>A DE Addenda consisting of 502 courses that went through our internal process of review by the Distance Education Committee was presented. These courses had hybrid, online lecture and/or online lab added.</p>

1. Action: Erin Duane moved to approve the DE Addenda as presented. Teri Yumae seconded the motion. The motion passed unanimously.

8. New Course

8a. COMM 051 Forensics Lecture

Douglas Mungin presented Communication Studies 051. The Committee suggested a change to the course title to "Forensics Theory".

1. Action on the Course: Erin Duane motioned to approved the COMM 051 Forensics Theory. Amy Dauffenbach seconded the motioned. The motion passed unanimously.

9. Course Modification

9a. COMM 050 Forensics/Speech Workshop: Title, hours, units, content

Douglas Mungin presented the course modifications for Communication Studies 050.

1. Action on the course: Amy Dauffenbach moved to approve course modifications of COMM 050. Erin Duane seconded the motion. The motion was approved by consensus.

9b. COMM 001 Introduction to Public Speaking: Class Max from 25 to 30

Douglas Mungin presented the modification to class size of Communication Studies 001. Douglas will also bring this modification to the Workload Committee for approval.

1. Action on the Course: Erin Duane motioned to approve the class size modification of COMM 001. Teri Yumae seconded the motion. The motion was approved unanimously.

9c. MATH 012: Mathematical Ideas: Hours

Sarah Donovan presented the modification to the hours of Mathematics 012

1. Action on the Course: Amy Dauffenbach moved to approve the modification of hours of MATH 012. Ginger Cain seconded the motion. The motion was approved unanimously.

10. Course Inactivation

10a. MATH 312 Mathematical Ideas Support

Sarah Donovan presented on the inactivation of Mathematics 312.

1. Action on the course: Teri Yumae moved to approve the inactivation of MATH 312. Amy Dauffenbach seconded the motion. The motion was approved unanimously.

11. Curriculum Review

There are no items on this section.

12. New Program

12a. Firefighter 1 Academy

Lisa Abbott spoke on Firefighter 1 Academy, a new program for Certificate of Achievement. The program includes prerequisites to Firefighter Academy and EMT courses and is a direct line to the work force.

	<ol style="list-style-type: none"> 1. Action on the program: Lisa Neeley moved to approve Firefighter 1 Academy as a new program. It was seconded by Ginger Cain. The motion was approved unanimously.
13. Program Modification	None
14. Program Inactivation	None
15. High School Articulation	There are no items on this section.
16. Report from Assessment Coordinator, Andrew Wesley	16a. Andrew Wesley was not in attendance, but had that there is a newsletter coming letting faculty know that Fall assessments will be mandatory for all faculty.
17. Report from the Curriculum Committee Chair, Sarah Barsness	Sarah Barsness had no items to report.
18. Report from VP of Academic Affairs, David Williams	<p>18a. VP David Williams explained that the District is required to have a board policy on Credit for Prior Learning by December 31. A draft board policy was presented. This has also been shared with College Governance Council. The policy is broad and faculty involvement is needed to develop administrative procedures for implementation of Credit for Prior Learning.</p> <ol style="list-style-type: none"> 1. Action: Maureen Powers moved to accept the draft board policy on CPL. It was seconded by Debra Berrett. The motion passed unanimously.
19. Report from the Articulation Officer, Ashlie Lawson	<p>Ashlie Lawson said the AO Report was submitted to Chancellor's Office this week based on 2019-2020 AO activity. She is determining/tracking courses needing input for December deadline in ASSIST cycle and working on a list of possible new CSU GE Area F courses.</p> <p>VP Williams added we may need to revise ADT courses (keeping units at 60) before February deadline.</p>
20. Report from Curriculum Analyst, Lisa Abbott	Lisa Abbott had no items to report.
21. Other	Per Sarah Barsness, we will add the process for adding classes to General Education Option A to a future agenda.

22. Open Discussion

None

23. Adjournment

There being no further business, Erin Duane motioned to close the meeting. Ginger Cain seconded the motion. The motion passed unanimously. Meeting adjourned at 2:35 p.m.

ALL MEETINGS WILL BE HELD STARTING AT 1:30 PM ON ZOOM UNLESS OTHERWISE NOTED: