



Curriculum Committee

Minutes

Date: December 3, 2024

Meeting Room: L113 and Zoom

1:00 pm – 3:00 pm

1. **Call to Order** | The meeting was called to order at 1:02PM, by Sarah Barsness, Chair.
2. **Roll Call** | As follows:

Committee Officials (Non-voting)

- ☒ Sarah Barsness.....Chairperson
- ☒ David Williams.....VP of Academic Affairs
- ☒ Lisa Abbott.....Curriculum Analyst
- ☒ Claire Gover.....Meeting Secretary
- ☒ Laura Maghoney.....DE Coordinator

Additional Expertise

- ☐ Andrew Wesley..... Assessment Coordinator
- ☐ Cody VigPrincipal Research & Data Analyst

Guests

*Sarah Nordin	CJ
Melissa Reeve	ENGL
Randy Robertson	MATH
*Danielle Widemann	GEOL
* On Zoom	

Committee Members (Voting)

- ☐ Alison Bolton..... Social & Behavioral Sciences
- ☒ Guy Brookshire.....Liberal Arts
- ☐ Saki CabreraSocial & Behavioral Sciences
- ☒ Ginger Cain.....Health Sciences
- ☒ Kow-weng "Kelvin" CheahCounseling
- ☒ Jose CortesDean
- ☒ Erin Duane.....Library
- ☒ Doug Green.....Career & Technical Ed
- ☒ Orion Lam(1:47pm arrival).....Math & Science
- ☒ Ashlie Lawson.....Articulation Officer
- ☒ Joe Ryan.....Dean
- ☐ James WordMath & Science
- ☐ Teri Yumae.....Liberal Arts
- ☐ Vacant..... Career & Technical Ed
- ☐ Vacant.....Health Sciences

3. Approval of Minutes

Approval of Minutes from: November 5, 2024

Motion:	Erin Duane				
Seconded by:	Ginger Cain				
Comments/Discussion/ Revisions:					
Final Resolution:	Yeses:	8	Noes:		Abstentions:
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>		

4. Agenda Approval

<i>Approval of the agenda will enact all matters listed under the Consent Items which are considered routine unless removed from the Consent Items by a Committee member.</i>					
Motion:	Ginger Cain				
Seconded by:	Jose Cortes				
Comments/Discussion/ Revisions:					
Final Resolution:	Yeses:	8	Noes:	Abstentions:	
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>		

5. Consent Items

(No vote – moving on to Curriculum Committee)			
6a. General			
There were no items in this section.			
6b. Workload/Class Max			
Course	Rationale	Workload Committee Decision	Change

6. Comments from the Public

<i>Three minutes are allotted per person **</i>	
Name	Comments
There were no items in this section.	

7. Information Items

<i>No Action Required</i>	
There were no items in this section.	

8. Action Items

			Motion:			Seconded by:
There were no items in this section.						
Comments/Discussion/ Revisions:						
Final Resolution:	Yeses:		Noes:		Abstentions:	
Motion Passed:	Yes: <input type="checkbox"/>		No: <input type="checkbox"/>			

9. English

Rationale for proposals:						
Inactivate course and update ENGL 001E to align with CCN C1000						
Melissa Reeve was present to discuss items.						
Motion on a-b:	Guy Brookshire					N/A <input type="checkbox"/>
Seconded by:	Ginger Cain					
Comments/Discussion/ Revisions:	Melissa will update DE for ENGL001E					
Final Resolution:	Yeses:	8	Noes:		Abstentions:	
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>			

9a. Course Modification

		Notes
ENGL 001E	College Composition for Non-native English Speakers	Course is a version of ENGLC1000 (ENGL001). There is no CCN for this course. CSUs and UCs will accept this course numbered as ENGL001E. Changes align with ENGLC1000 (unlinking LR010 as corequisite.) 5-unit course due to additional content of language element. The class max reduction to 25 from 30 will need to go to Workload Committee.

9b. Course Inactivation

		Notes
ENGL 001X	College Composition with Support	This is ENGL001 with support and it was an option, not requirement. Support elements included additional class time and having TAs in some of the classes. Not all instructors included the TA support. After activation, all students will be incorporated into ENGLC1000. Engl dept is discussing creating a robust embedded tutoring program.

10. Geography

Rationale for proposals:

Curriculum Review

Danielle Widemann was present to review GEOG.

Lectures are 100% in person or 100% online. Labs are 100% in person or hybrid. When hybrid, exams are in person, everything else is online.

Motion on a-c:	Erin Duane					N/A <input type="checkbox"/>	
Seconded by:	Ginger Cain						
Comments/Discussion/ Revisions:							
Final Resolution:	Yeses:	8	Noes:		Abstentions:		
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>				

10a. Curriculum Review

		Notes
GEOG 001	Physical Geography	
GEOG 001L	Physical Geography Laboratory	

10b. Course Inactivation

		Notes
GEOG 006	California Geography	Class is not required for GEOG degree

10c. Curriculum Review -Program

		Notes
Geography AS-T		

11. Geology

Rationale for proposals:						
Curriculum Review						
Danielle Widemann was present to review the GEOL courses listed below.						
Committee made Joe Ryan aware that there are other GEOL courses that need curriculum review.						
Motion on a-b:	Erin Duane				N/A <input type="checkbox"/>	
Seconded by:	Ginger Cain					
Comments/Discussion/ Revisions:	Danielle is updating GEOL006L DE for hybrid.					
Final Resolution:	Yeses:	8	Noes:		Abstentions:	
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>			

11a. Curriculum Review

		notes
GEOL 001	Physical Geology	
GEOL 002	Geology Laboratory	
GEOL 006	Earth Science	
GEOL 006L	Earth Science Laboratory	DE form needs to be updated for Hybrid
GEOL 049	Geology Honors	
GEOL 005	Geology of California	

11b. Course Inactivation

		notes
GEOL 010	Introduction to Geographic Information Systems	Course is GEOG 010 and was not meant to be entered as GEOL 010

12. Mathematics

Rationale for proposals:

Curriculum Review

Randy Robertson was present to review MATH/STATS items

DE has been updated.

English and some disciplines have lowered class max to provide more student support. Some entry level math could possibly be lowered. Randy will check with other Math faculty to see if they would like to lower max to help increase student success. Randy expressed concern with the rate of students who drop by the end of the course.

Most course inactivations are due to the Chancellor's Office not allowing courses to be taught.

Motion on a-d:	Erin Duane move to approve all except 12c.	N/A <input type="checkbox"/>
Seconded by:	Doug Green	
Comments/Discussion/ Revisions:		
Final Resolution:	Yeses: 8	Noes: Abstentions:
Motion Passed:	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>

12a. Curriculum Review

		Notes
MATH 002	College Algebra for Calculus	Has 3hrs of math support (lab) built in. Course is 6hrs/wk.
MATH 004	Precalculus and Trigonometry	
MATH 012	Mathematical Ideas	
MATH 020	Analytic Geometry and Calculus I	Has 3hrs of math support (lab) built in.
MATH 021	Analytic Geometry and Calculus II	Has 3hrs of math support (lab) built in.
MATH 022	Analytic Geometry and Calculus III	
MATH 023	Differential Equations	
MATH 026	Mathematics and Engineering Problem Solving Using Matlab	
MATH 030	Business Calculus I	
MATH 031	Business Calculus II	
MATH 040	Introduction to linear Algebra	
MATH 049	Mathematics Honors	
MATH 051	Trigonometry	
MATH 055	Mathematical Concepts for Elementary School Teachers – Number Systems	
MATH 311	Introduction to Elementary Statistics Support	Change to STAT311 to align with STATC1000 courses in the schedule

12b. Course Inactivation

		Notes
MATH 103	Plane Geometry	
MATH 104	Intermediate Algebra	
MATH 112	Intermediate Algebra for Liberal Arts	
MATH 160	Math For Nursing School Students	Will be taught by nursing program
MATH 305	Prepare for Math Success	Summer bridge type/bootcamp prog.
MATH 310	Arithmetic	

MATH 320	Pre-Algebra	
MATH 330	Elementary Algebra	
MATH 330A	Elementary Algebra Part I	
MATH 330B	Elementary Algebra, Part II	
MATH 500	Supervised Tutoring in MATH	Students had to enroll in this course to use the math activity center. This has been replaced by ASTC.
MATH 505	Supplemental Instruction: Math	

12c. New Course

		Notes
STAT C1000E	Introduction to Statistics Support	TABLED

12d. Curriculum Review - Program

		Notes
Mathematics ADT		No changes were made to this ADT

13. Criminal Justice

Rationale for proposals:

New course and Program

Sarah Nordin was present represent CJ. Ashlie Lawson explained AB89 (Peace Act) requires that all peace officers have a degree in Modern Policing. New course and new program were created. We are not deactivating other programs at this time. Sarah Nordin was concerned that offering too many certificates/programs could dilute enrollment.

Title "Administration of Justice" or "Criminal Justice" will be updated with CCN.

Motion on a-b:	Erin Duane					N/A <input type="checkbox"/>	
Seconded by:	Ginger Cain						
Comments/Discussion/ Revisions:							
Final Resolution:	Yeses:	8	Noes:		Abstentions:		
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>				

13a. New Course

		Notes
CJ 020	Ethics and Moral Reasoning in Criminal Justice	Ashlie researched courses at other colleges and created this course to include in Modern Policing program. Course will be offered online, in person or hybrid. Learning outcomes & content were based on C-ID and approved courses at other colleges. Effective Fall 2025.

13b. New Program

	Notes
Modern Policing	Due to AB89 legislation update, every person who wants to become a sworn officer must have a Modern Policing degree. Program is based on CA Community College model curriculum. It is a requirement of all CCCs with a POST Academy. There is no nearby college offering POST or Modern Policing degree.

14. Kinesiology

Rationale for proposals:						
<p>Add workload to KINE 005 and 505</p> <p>Alison Aubert was present to represent KINE.</p> <p>Workload is not the purview of the Curriculum Committee. Sarah Barsness will contact Erin Farmer, SCFA, to clarify if workload designation of CAT III, should go to Workload Committee for approval. (Workload Committee meets on December 5th).</p>						
Motion on a:	Ginger Cain					N/A <input type="checkbox"/>
Seconded by:	Doug Green					
Comments/Discussion/ Revisions:						
Final Resolution:	Yeses:	9	Noes:		Abstentions:	
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>			

14a. Course Modification

		Notes
KINE 005/505	Add CAT III workload to courses	Designated as CAT III since little preparation is needed

15. Ethnic Studies

Rationale for proposals:						
Ashlie Lawson explained that updates were made per GE Ethnic Studies denial notes. Ashlie will resubmit courses next week for CalGETC approval.						
Motion on a-b:	Ginger Cain					N/A <input type="checkbox"/>
Seconded by:	Kelvin Cheah					
Comments/Discussion/ Revisions:						
Final Resolution:	Yeses:	9	Noes:		Abstentions:	
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>			

15a. Course Modification

		notes
ETHN 003	Introduction to Asian Pacific American Studies	Amanda Morrison made edits- adding more clarity and specific terms, updated title to include Pacific Islander area. SLOs are identical to Ethnic Studies, added one objective. In assignments – added details to methods of evaluation of community engagement activities.

15b. New Course

		notes
ETHN 004	Introduction to African American Studies	New course is based on courses already approved for ethnic studies at other campuses.

16. Communication Studies

Rationale for proposals:						
Ashlie Lawson explained that course modifications were made to the learning outcomes and content, per C-ID reviewer notes which were very specific.						
Motion on a:	Kelvin Cheah					N/A <input type="checkbox"/>
Seconded by:	Ginger Cain					
Comments/Discussion/ Revisions:						
Final Resolution:	Yeses:	9	Noes:		Abstentions:	
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>			

16a. Course Modification

		notes
COMM 010	Interpersonal Communication	Updated details of methods of evaluation, added quizzes and tests, oral presentations, written reports. Reviewer wanted us to use their exact course objectives which included ethical interpersonal communication.

I. Report from Assessment Coordinator, Andrew Wesley	There were no items in this section.
II. Report from Distance Education Coordinator, Laura Maghoney	There were no items in this section.
III. Report from Curriculum Analyst, Lisa Abbott	There were no items in this section.
IV. Report from Articulation Officer, Ashlie Lawson	There were no items in this section.
V. Report from VP of Academic Affairs, David Williams	There were no items in this section.
VI. Report from Curriculum Committee Chair, Sarah Barsness	There were no items in this section.
VII. Other	There were no items in this section.
VIII. Open Discussion	There were no items in this section.
IX. Adjournment	There being no further business, the meeting adjourned at 2:40PM.

ALL MEETINGS WILL BE HELD STARTING AT 1:00 PM ON ZOOM UNLESS OTHERWISE NOTED

***Under the Bagley-Keene Act, a body does not have to listen to comments on matters that are not on the agenda or that were already considered in a public meeting where there was an opportunity to comment. Cal. Gov't Code § 11125.7(a).*

Under the Brown Act, the public is entitled to comment on any matter within the subject matter jurisdiction of the legislative body, as well as any agenda item. Cal. Gov't Code § 54954.3(a). See Galbiso v. Orosi Pub. Util. Dist., 167 Cal. App. 4th 1063, 1080, 84 Cal. Rptr. 3d 788 (2008). Under the Brown Act, the legislative body does not have to listen to comments on items that are not within its subject matter jurisdiction. 78 Ops. Cal. Att'y Gen. 224 (1995). And, as under the Bagley-Keene Act, a legislative body under the Brown Act does not have to listen to comments on items that were already considered in a public meeting where there was an opportunity to comment. Cal. Gov't Code § 54954.3(a).

An agency may limit public comment on items described in the agenda to the time when those items are being considered. Olson v. Hornbrook Cmty. Servs. Dist., 33 Cal. App. 5th 502, 528, 245 Cal. Rptr. 3d 236 (March 26, 2019).

In addition, under both Acts, the body may adopt reasonable regulations to ensure that the above provisions are carried out, including but not limited to regulations limiting the total amount of time allocated to each individual speaker for public testimony or comment on particular issues. Cal. Gov't Code §§ 11125.7(b) (Bagley-Keene Act); 54954.3(b) (Brown Act). A legislative body of a local agency may regulate the time, place and manner for speech to ensure orderly discussion. Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996) (Brown Act); see, e.g., Ribakoff v. City of Long Beach, 27 Cal. App. 5th 150, 177, 238 Cal. Rptr. 3d 81 (2018) (rejecting plaintiff's First Amendment facial and as applied challenge to board's rule limiting public comment to three minutes); Olson, 33 Cal. App. 5th at 528 (holding limitation on public comment on agenda items to when those items are being considered was not an unreasonable regulation).