Curriculum Committee Minutes
Wednesday, May 20, 2020, 3:00 p.m.
Zoom Meeting

Members Present:

Dana Nasser, *Chair*	Sheila Cordova	Jamar London	Estela Narrie
Jason Beardsley, *Vice Chair*	Guido Davis Del Piccolo	Nick Mata	Brandon Reilly
Brenda Antrim	Gary Huff	Emin Menachekanian	Lydia Strong
Garen Baghdasarian	Sasha King	Jennifer Merlic	Toni Trives
Fariba Bolandhemat	Jae Lee	Jacqueline Monge	Audra Wells
Dione Carter			

Members Absent:

Lee Pritchard	Safa Saleem (A.S.)	Michael John Siemer (A.S.)

Others Present:

Christopher Badger	Yvonne Ortega	Perviz Sawoski	Sharon Thomas
Susan Caggiano	Katya Rodriguez	Christine Schultz	Amber Urrutia
Rachel Demski	Brenda Rothaupt	Howard Stahl	Sal Veas
Walter Meyer			

(Information items are listed numerically; action items are listed alphabetically)

I. Call to Order and Approval of Agenda
The meeting was called to order at 3:04 pm. Motion to approve the agenda with no revisions.
Motion made by: Garen Baghdasarian; **Seconded by:** Estela Narrie
The motion passed unanimously.

II. Public Comments
None

III. Announcements
Dee Dee announced that as of today (since summer 2019), she is proud to share that Noncredit has awarded 89 Noncredit certificates of completion. She thanked faculty in Career Education who made that possible and everyone else for their support.

IV. Approval of Minutes
Motion to approve the minutes of May 6 with revision that Toni Trives seconded the motion for passing CS 87B distance education. (VII. z.)
Motion made by: Estela Narrie; **Seconded by:** Jennifer Merlic
Y: 18; N: 0; A: 1 (Jae Lee)

V. Chair's Report
The Chair announced that we would cover the DE approval form draft at this meeting. The Chair also announced the upcoming DE session and encouraged Curriculum Reps. to attend:

Tuesday, May 26, 2020   10am - 11:30 am - DE Addendum Q&A
This session will answer your questions surrounding what constitutes "regular and effective contact"

between instructor and students AND among students for the Curriculum Committee process. Join us via Zoom using the following link (registration not necessary): https://cccconfer.zoom.us/j/94518796917

VI. Information Items

1. Redesign of the Student Experience

(Non-Substantial Changes)
2. Business Information Worker 2
3. ACCTG 10A Intermediate Accounting A
4. ACCTG 10B Intermediate Accounting B
5. ACCTG 10C Intermediate Accounting C
6. ACCTG 17 Income Tax Preparation (CTEC-Approved)
7. ACCT 21 Business Bookkeeping
8. ACCTG 45/BUS 45 Individual Financial Planning
9. AD JUS 1 Introduction to Administration of Justice
10. AD JUS 2 Concepts of Criminal Law
11. AD JUS 5 Criminal Investigation
12. BUS 5 Business Law and the Legal Environment
13. BUS 8 Law for the Entrepreneur
14. BUS 9 Intellectual Property for the Entrepreneur
15. JAPAN 4 Intermediate Japanese II
16. JAPAN 8 Conversational Japanese

VII. Action Items

(Consent Agenda)
a. Art History AA-T
b. Dance AA
c. Fashion Design AS
d. Fashion Design Certificate of Achievement
e. Fashion Design Transfer
f. Fashion Merchandising AS/Certificate of Achievement
g. Film Production AS/Certificate of Achievement
h. Film Studies AA
i. History AA-T
j. Music AA (Option 1: Applied) – Non-transfer
k. Music AA (Option 1: Applied) – Transfer
l. Music AA (Option 2: General) – Non-transfer
m. Music AA (Option 2: General) – Transfer
n. Philosophy Transfer
o. Photography AS
p. Photography Certificate of Achievement
q. Studio Arts AA-T
r. Technical Theatre AS/Certificate of Achievement
s. Theatre AA
t. Theatre Arts AA-T
   Motion to approve the consent agenda of Program Maps with no revisions.
   Motion made by: Audra Wells; **Seconded by:** Gary Huff
   The motion passed unanimously.

(Courses: New)
u. BUS 87 ERP System: Procurement
   Motion to approve BUS 87 with no revisions.
   Motion made by: Toni Trives; **Seconded by:** Jason Beardsley
   The motion passed unanimously.

(Courses: Distance Education)

v.   ART 10A Design I
Motion to approve ART 10A distance education with no revisions.
Motion made by: Jason Beardsley; **Seconded by:** Jae Lee
The motion passed unanimously.

w.   BUS 87 ERP System: Procurement
Motion to approve BUS 87 distance education with no revisions.
Motion made by: Fariba Bolandhemat; **Seconded by:** Jason Beardsley
The motion passed unanimously.

x.   NUTR 3 Introduction to the Dietetics Profession
Motion to approve NUTR 3 distance education with no revisions.
Motion made by: Audra Wells; **Seconded by:** Jason Beardsley
The motion passed unanimously.

(Courses: Global Citizenship)

y.   ECON 4 Environmental Economics
Motion to approve ECON 4 Global Citizenship with no revisions.
Motion made by: Jason Beardsley; **Seconded by:** Garen Baghdasarian
The motion passed unanimously.

(Programs: Deactivations)

z.   Business Information Worker 1 AS Degree (Certificate of Achievement will remain Active)
Motion to approve Business Information Worker 1 AS deactivation with no revisions.
Motion made by: Fariba Bolandhemat; **Seconded by:** Jennifer Merlic
Y: 17; N: 1 (Estela Narrie); A: 1 (Guido Davis Del Piccolo)

(Programs: Revisions)

aa.   General Science AA
- Reduce unit requirement to 18 (minimum required by Title 5) to ease student completion
Motion to table the revision to General Science AA pending further faculty input.
Motion made by: Guido Davis Del Piccolo; **Seconded by:** Dione Carter
The motion passed unanimously.

bb.   Database Applications Developer AS/Certificate of Achievement
- Reduce overall units from 36 to 27
- Reduce required courses from 27 units to 18 units; Removed: CS 19, CS 32, CS 37, CS 61, CS 65; Added: CS 79A and CS 87A
- "Select courses from the following (6 units)" Removed: CS 8, CS 9B, CS 84, CS 86, CS 87A; Added: CS 19, CS 32, CS 33, CS 37, CS 61, CS 65, CS 73A, CS 79B, CS 79Y, CS 83R, CS 85)
- Addition of new section: "Select 1 course from the following (3 units)" – CS 77A or CS 77B
Motion to approve the changes to Database Applications Developer AS/Certificate of Achievement with no additional revisions.
Motion made by: Dione Carter; **Seconded by:** Fariba Bolandhemat
The motion passed unanimously.

cc.   Changes to degrees and certificates as a result of courses considered on this agenda
Motion to approve adding BUS 87 to: Business AS (under "Global Trade and Logistics"), International Business Certificate of Achievement (under "Select 3 from the following"), and Logistics and Supply Chain Management AS/Certificate of Achievement (under "Select 3 from following")
Motion made by: Estela Narrie; **Seconded by:** Fariba Bolandhemat
The motion passed unanimously.

VIII. New Business

- Distance Education Application

Jason presented the Distance Ed Modified Form which is fundamentally the same, but with some improvements. It's been slightly reorganized by the order in which items appear and the location of some of the guideline information, such as how to access help, finding Ed codes, etc. This is a proposal for review and will have to go up to META to be implemented. The timeline for implementation is unknown.

Faculty were encouraged to keep working with the actual application in META plus the Word version that Jason distributed. These will be in alignment with how the application looks. There is no difference in what it calls for, it's just reorganized. The idea was to make it more readable and aligned with the language of what is being asked. Approval timeline is approximately 6 weeks, so a high priority ticket will be placed. There is a one-to-one correspondence from this form to what you're already working on. Essentially a copy and paste workflow.

The greatest change is the delivery method which makes it clearer. This document preserves the order of the 7 questions, but now with headers to define what each question is getting at. What's not here is the heavy text that describes Title 5 requirements and regulations. The text will be added to a "Guide Book" to be hyperlinked throughout the form to provide guidance to faculty as they're completing the form. The hyperlinks and changes will also be reflected in the Word form. The form will be presented again once the hyperlinks are available.

Jason urged faculty not to wait for the new form, but to continue entering information in META as usual.

Jenny proposed a 4th box to the form, "Hybrid Online Delivery in an Emergency Context". Due to numerous questions that couldn't be answered in the meeting, the Committee decided to bring this item back next week for a vote.

Jenny informed the group that the College has officially submitted 358 Distance Ed requests to the Chancellor's office.

IX. Old Business
None

X. Adjournment
Motion to adjourn the meeting at 4:55 pm.
Motion made by: Estela Narrie; **Seconded by:** Lydia Strong
The motion passed unanimously.