



Curriculum Committee Minutes

Wednesday, December 4, 2019, 3:00 p.m.
Loft Conference Room – Drescher Hall 300-E

Members Present:

Dana Nasser, <i>Chair</i>	Sheila Cordova	Nick Mata	Lee Pritchard
Jason Beardsley, <i>Vice Chair</i>	Guido Davis Del Piccolo	Emin Menachekanian	Brandon Reilly
Garen Baghdasarian	Sasha King	Jennifer Merlic	Toni Trives
Fariba Bolandhemat	Jae Lee	Jacqueline Monge	Audra Wells
Dione Carter	Jamar London	Estela Narrie	Kania Williams (A.S.)

Members Absent:

Brenda Antrim	Gary Huff	Lydia Strong	Michael John Siemer (A.S.)
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Others Present:

Rachel Demski	Elisa Meyer	Michael Rocchio	Sal Veas
Liz Koenig	Walter Meyer	Steven Sedky	

(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 3:03 pm. Motion to approve the agenda with no revisions

Motion made by: Garen Baghdasarian; **Seconded by:** Audra Wells

The motion passed unanimously.

(Jae Lee, Emin Menachekanian, Jacqueline Monge not present for vote)

II. Public Comments

None

III. Announcements

Special thanks to Dana Nasser, Chair, from the committee

IV. Approval of Minutes

Motion to approve the minutes of the November 20 meeting with no revisions.

Motion made by: Jason Beardsley; **Seconded by:** Sasha King

The motion passed unanimously.

(Jae Lee, Emin Menachekanian, Jacqueline Monge not present for vote)

V. Chair's Report

The chair discussed the need to review the course proposals for the following:

- Course objectives have action verbs. Please refer to Bloom's Taxonomy
- The sample assignments are written in second person. Need to address to students rather than write in the third person
- The course content needs to add up to 100%
- Please check for typos
- Appropriate attachments to the programs; if it is a CE program, need: LMI, Advisory Board minutes, CE narrative, and LAOCRC application
- If it is a non-CE, still will need a narrative. Example: CSIS Microsoft Azure Department Certificate
- In order to have a program approved, all of the courses must be approved.

- The Chancellor's Office audit is happening early next year – the current plan is to have all technical correction changes brought as a block to the first meeting in Spring
 - Technical corrections to be presented/passed as a consent agenda, with the option for Committee members to pull any items for further discussion
 - Any changes made to courses as part of the audit that are beyond simple technical corrections (ex: changing units) will still need to go through the regular Curriculum process and be brought as individual action items

VI. Information Items

1. Redesign of the Student Experience
No update

(Courses: Non-Substantial Changes)

2. BUS 47 Understanding Money for Lifelong Success

VII. Action Items

(Courses: New)

- a. BUS 7 Introduction to Sustainability in Business
Motion to approve BUS 7 with minor revisions
Motion made by: Estela Narrie ; **Seconded by:** Audra Wells
The motion passed unanimously.
- b. BUS 56 Understanding the Business of Entertainment
Motion to approve BUS 56 with minor revisions
Motion made by: Kania Williams; **Seconded by:** Dione Carter
The motion passed unanimously.
- c. BUS 59 Design for Delight for the Entrepreneur
Motion to approve BUS 59 with minor revisions
Motion made by: Sasha King; **Seconded by:** Estela Narrie
The motion passed unanimously.
- d. ESL NC 994 ESL for College and Career Pathways-Introduction
Motion to approve ESL NC 994 with minor revisions
Motion made by: Dione Carter; **Seconded by:** Audra Wells
The motion passed unanimously.

Motion to approve additional changes to ESL NC 994 course content after passing

Motion made by: Dione Carter; **Seconded by:** Estela Narrie

The motion passed unanimously.

- e. ESL NC 995 ESL for College and Career Pathways-Effective Communication
Motion to approve ESL NC 995 with minor revisions
Motion made by: Jason Beardsley; **Seconded by:** Jennifer Merlic
The motion passed unanimously.

(Courses: Substantial Changes)

- f. AHIS 22 Architectural History and Theory - 1850 to Present (Updated: SLOs, Course Content, Course Objectives, and Assignments)
Motion to approve changes to AHIS 22 with no additional revisions
Motion made by: Dione Carter; **Seconded by:** Kania Williams
The motion passed unanimously.

- g. ESL NC 911 Beginning Listening and Speaking (Updated: Course Name, Catalog Description, SLOs, Course Objectives, Course Content, Methods of Presentation, Methods of Evaluation, Textbooks, and Sample Assignments)
Motion to approve all ESL NC substantial changes as a block with no additional revisions (ESL NC 911, ESL NC 913, ESL NC 915, ESL NC 961, ESL NC, 963, ESL NC 965, ESL NC 971, ESL NC 973, ESL NC 975)
Motion made by: Guido Davis Del Piccolo; **Seconded by:** Dione Carter
The motion passed unanimously.
- h. ESL NC 913 Intermediate Listening and Speaking (Updated: Course Name, Catalog Description, SLOs, Course Objectives, Course Content, Methods of Presentation, Methods of Evaluation, Textbooks, and Sample Assignments)
Passed as a block: VII. Action Item, g. ESL NC 911
- i. ESL NC 915 Advanced Listening and Speaking (Updated: Course Name, Catalog Description, SLOs, Course Objectives, Course Content, Methods of Presentation, Methods of Evaluation, Textbooks, and Sample Assignments)
Passed as a block: VII. Action Item, g. ESL NC 911
- j. ESL NC 961 Beginning Reading And Writing (Updated: Catalog Description, SLOs, Course Objectives, Course Content, Methods of Presentation, Methods of Evaluation, Textbooks, and Sample Assignments)
Passed as a block: VII. Action Item, g. ESL NC 911
- k. ESL NC 963 Intermediate Reading And Writing (Updated: Catalog Description, SLOs, Course Objectives, Course Content, Methods of Presentation, Methods of Evaluation, Textbooks, and Sample Assignments)
Passed as a block: VII. Action Item, g. ESL NC 911
- l. ESL NC 965 Advanced Reading and Writing (Updated: Catalog Description, SLOs, Course Objectives, Course Content, Methods of Presentation, Methods of Evaluation, Textbooks, and Sample Assignments)
Passed as a block: VII. Action Item, g. ESL NC 911
- m. ESL NC 971 Beginning ESL Vocabulary (Updated: Course Name, Catalog Description, SLOs, Course Objectives, Course Content, Methods of Presentation, Methods of Evaluation, Textbooks, and Sample Assignments)
Passed as a block: VII. Action Item, g. ESL NC 911
- n. ESL NC 973 Intermediate ESL Vocabulary (Updated: Course Name, Catalog Description, SLOs, Course Objectives, Course Content, Methods of Presentation, Methods of Evaluation, Textbooks, and Sample Assignments)
Passed as a block VII. Action Item, g. ESL NC 911
- o. ESL NC 975 Advanced ESL Vocabulary (Updated: Course Name, Catalog Description, SLOs, Course Objectives, Course Content, Methods of Presentation, Methods of Evaluation, Textbooks, and Sample Assignments)
Passed as a block: VII. Action Item, g. ESL NC 911

(Courses: Distance Education)

- p. AHIS 22 Architectural History and Theory - 1850 to Present
Motion to approve distance education component for AHIS 22 with no revisions
Motion made by: Sheila Cordova; **Seconded by:** Jae Lee
The motion passed unanimously.
- q. BUS 7 Introduction to Sustainability in Business

Motion to approve distance education component for BUS 7 with no revisions

Motion made by: Jason Beardsley; **Seconded by:** Sasha King

The motion passed unanimously.

r. BUS 59 Design Delight for the Entrepreneur

Motion to approve distance education component for BUS 59 with no revisions

Motion made by: Jamar London; **Seconded by:** Audra Wells

The motion passed unanimously.

s. ENGL 20 Reading and Writing 2

Motion to approve distance education component for ENGL 20 with no revisions

Motion made by: Estela Narrie; **Seconded by:** Lee Pritchard

The motion passed unanimously.

t. ENGL 23 Intermediate Reading and Vocabulary

Motion to approve distance education component for ENGL 23 with no revisions

Motion made by: Dione Carter; **Seconded by:** Kania Williams

The motion passed unanimously.

u. ENGL 28 Intensive College Writing Skills

Motion to approve distance education component for ENGL 28 with minor revisions

Motion made by: Jamar London; **Seconded by:** Sasha King

The motion passed unanimously.

v. MEDIA 4 Introduction to Game Studies

Motion to approve distance education component for MEDIA 4 with no revisions

Motion made by: Jason Beardsley; **Seconded by:** Jacqueline Monge

The motion passed unanimously.

(Courses: Global Citizenship)

w. AHIS 22 Architectural History and Theory - 1850 to Present

Motion to approve Global Citizenship for AHIS 22 with no revisions

Motion made by: Sheila Cordova; **Seconded by:** Jason Beardsley

Y: 18; N: 0; A: 1 (Guido Davis Del Piccolo)

(Programs: Revisions)

x. Changes to degrees and certificates as a result of courses considered on this agenda

- BUS 7: add to Business AS (General Business); Entrepreneurship Certificate of Achievement (Electives); Environmental Studies AA/Certificate of Achievement (Group B)
- BUS 56: add to Business AS (General Business); Entrepreneurship Certificate of Achievement (Electives)
- BUS 59: add to BUS AS (General Business), Entrepreneurship Certificate of Achievement (Electives), Marketing Certificate of Achievement (Electives), Sales and Promotion AS/Certificate of Achievement (Electives)

Motion made by: Kania Williams; **Seconded by:** Jason Beardsley

The motion passed unanimously.

VIII. New Business

None

IX. Old Business

None

X. Adjournment

The meeting was adjourned at 4:47 pm.