Curriculum Committee Minutes
Wednesday, March 2, 2022, 3:00 p.m.
Zoom Meeting

Members Present:

Sheila Cordova, *Chair*	Hafedh Herichi	Estela Narrie	Esau Tovar
Jason Beardsley, *Vice Chair*	Alex Ibaraki	Patricia Ramos	Audra Wells
Bren Antrim	Bradley Lane	Brandon Reilly	Dominic Prendergast (A.S.)
Fariba Bolandhemat	Emin Menachekanian	Briana Simmons	Denise White-Odimo (A.S.)
Lisa Collins	Jacqueline Monge		

Members Absent:

Susan Caggiano	Sharlene Joachim	Redelia Shaw	Lydia Strong
Walker Griffy	Maria Muñoz		

Others Present:

Lourdes Arévalo	Maria Roxana Cruz	Rachel Demski	Sal Veas

(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: Fariba Bolandhemat; **Seconded by:** Audra Wells
The motion passed unanimously.

II. Public Comments
None

III. Announcements
Estela attended Region 7 on Tuesday. USC announced effective Summer 2022, completely online lab courses will not be accepted for course credit, only elective credit. They will accept hybrid with lecture online and lab on-ground. We are the number one feeder to USC – over 200 students transfer per year. Also, each UC campus will determine if fully online lab courses will be accepted for major credit. Estela will meet with the department chairs of the STEM and Modern Languages departments to discuss.

IV. Approval of Minutes
Motion to approve the minutes of February 16, 2022 with no revisions.
Motion made by: Jason Beardsley; **Seconded by:** Fariba Bolandhemat
The motion passed unanimously.

V. Chair's Report
- Title 5 changes re: Distance Education are indefinitely delayed, and were tabled for various reasons.
- Emergency DE (EDE) to Fully Online/Hybrid conversions should be turned in before April 4. Synchronous was not an option in our online courses but is now allowed. If the original proposal is an attached file, copy and paste (with any necessary edits) into the META DE application. If the original proposal is already in META, check fully online and/or hybrid, make any necessary edits, and submit.
- We're adding a "Frequently Asked Questions" section to the Curriculum Website. If you or your department have questions that frequently come up, let us now so we can add them to the page.

- Sheila is taking on the Design Technology Department Chair position after this semester. She will be finishing her term as Curriculum Chair. Frequent Curriculum Committee visitor and past Curriculum Chair – Sal Veas – will be taking over the Chair position for 22-23.

VI. Information Items

(Non-Substantial Changes)
- ECE 2 Principles and Practices of Teaching Young Children
- ECE 11 Child, Family and Community
- ECE 17 Introduction to Curriculum
- SPAN 1 Elementary Spanish I

VII. Action Items

(Programs: New)
a. Business Information Worker - Data Analytics Applications Certificate of Achievement
   Motion to approve Business Information Worker – Data Analytics Applications Certificate of Achievement with no revisions.
   Motion made by: Jason Beardsley; **Seconded by:** Patricia Ramos
   The motion passed unanimously.

b. European Studies Certificate of Achievement
   Motion to approve European Studies Certificate of Achievement with no revisions.
   Motion made by: Lisa Collins; **Seconded by:** Fariba Bolandhemat
   The motion passed unanimously.

(Programs: Revisions)
c. Changes to degrees and certificates as a result of courses considered on this agenda
   Motion to approve changes to degrees and certificates as a result of courses considered on this agenda.
   Motion made by: Jason Beardsley; **Seconded by:** Esau Tovar
   The motion passed unanimously.

VIII. New Business
None

IX. Old Business
- Updating AR 5110
  - Focus on AR 5110, Section 2. Committee Functions. In order to garner more feedback and brainstorming for updating the ARs, we're using [Mural](#) to allow members to enter questions, comments, and suggestions for changes on an ongoing basis.
    The link for Mural is kept in read-only mode in between Curriculum Committee meetings.
  - Bradley announced the corresponding Board Policy (BP) for Curriculum is in the process of being updated as well; first read took place at the March Board of Trustees meeting. The numbering is also being updated; it will now be under BP 4020. (The Administrative Regulation will follow the same numbering system as the Board Policy which it refers to.)
  - Updates to AR 5110 will continue at future Curriculum Committee meetings with further review of the updates to BP 4020, and any impacts it will have on the updating of the AR.

- New Curriculum Handbook
  - No notes

X. Adjournment
Motion to adjourn the meeting at 4:13 pm.
Motion made by: Lisa Collins; **Seconded by:** Estela Narrie
The motion passed unanimously.