Curriculum Committee Minutes
Wednesday, April 6, 2022, 3:00 p.m.
Zoom Meeting

Members Present:

Sheila Cordova, *Chair*	Walker Griffy	Emin Menachekanian	Briana Simmons
Jason Beardsley, *Vice Chair*	Hafedh Herichi	Jacqueline Monge	Lydia Strong
Bren Antrim	Alex Ibaraki	Maria Muñoz	Esau Tovar
Fariba Bolandhemat	Sharlene Joachim	Estela Narrie	Dominic Prendergast (A.S.)
Susan Caggiano	Bradley Lane	Brandon Reilly	

Members Absent:

Lisa Collins	Redelia Shaw	Audra Wells	Denise White-Odimo (A.S.)
Patricia Ramos			

Others Present:

Mary Bober	Sasha King	Ashley Mejia	Howard Stahl
Rachel Demski	Jing Liu	Christyanne Melendez	Odemaris Valdivia

(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 revision to remove GIS 28 Introduction to Python for GIS (VII. j. and VII. m.) from action items pending discussion.
Motion made by: Bradley Lane; **Seconded by:** Walker Griffy
The motion passed unanimously. *(Maria Muñoz and Lydia Strong not present for vote.)*

II. Public Comments
None

III. Announcements
None

IV. Approval of Minutes
Motion to approve the minutes of March 16, 2022 with no revisions.
Motion made by: Estela Narrie; **Seconded by:** Esau Tovar
The motion passed unanimously. *(Maria Muñoz and Lydia Strong not present for vote.)*

V. Chair's Report
A list of courses approved, in process, and not yet submitted for conversion from Emergency DE to Fully Online and/or Hybrid was shared with department chairs and the committee.

Academic Senate Updates
- The Distance Education committee has recommended funding Proctorio for three more years, and funding to support instructors, training on Proctorio and equitable practices.
- An ad-hoc committee has been formed to explore the idea/possibility of additional Bachelor Degrees.
- The Senate approved removing 50% residency requirement, this will still need to go through multiple levels of approval before being implemented/published.

VI. Information Items

(Non-Substantial Changes)
1. CIS 35A QuickBooks Desktop
2. OFTECH 5 English Skills for the Office
3. OFTECH 9 Keyboarding Improvement
4. OFTECH 10 Skill Building on the Keyboard
5. OFTECH 20 Medical Vocabulary
6. OFTECH 28 Electronic Health Records
7. OFTECH 30 Legal Office Procedures
8. OFTECH 33 Records Management

VII. Action Items

(Consent Agenda: Emergency DE to Fully Online and/or Hybrid)
a. BIOL 10 Applied Ecology and Conservation Biology (Hybrid)
b. BIOL 22 Genetics and Molecular Biology (Hybrid)
c. NUTR 8 Principles of Food with Lab (Hybrid)
d. TH ART 10A Voice Development for the Stage (Fully Online and Hybrid)
e. TH ART 10B Advanced Voice Development for the Stage (Fully Online and Hybrid)
f. TH ART 13 Stage Dialects (Fully Online and Hybrid)
g. TH ART 20 Stagecraft (Hybrid)
h. TH ART 23 Projection and Lighting Design (Hybrid)
   Motion to approve Consent Agenda: Emergency DE to Fully Online and/or Hybrid (VII. a. to VII. h.)
   Motion made by: Jason Beardsley; **Seconded by:** Estela Narrie
   The motion passed unanimously. *(Maria Muñoz and Lydia Strong not present for vote.)*

(Courses: New)
i. GEOL 6 Environmental Geology with Lab
   Motion to approve GEOL 6 with addition to submit for C-ID GEOL 131 and add to the Environmental Science AA/Certificate of Achievement.
   Motion made by: Walker Griffy; **Seconded by:** Jason Beardsley
   The motion passed unanimously.

j. ~~GIS 28 Introduction to Python for GIS (Pre/corequisite: GIS 20)~~
   GIS 28 removed from action items as part of I. Call to Order and Approval of Agenda

(Courses: Substantial Changes)
k. CIS 35B QuickBooks Online (Added: Advisory CIS 1; Updated: Catalog Course Note, SLOs, Course Objectives, Methods of Presentation, Methods of Evaluation, Textbooks, Assignments)
   Motion to approve changes to CIS 35B with no additional revisions.
   Motion made by: Fariba Bolandhemat; **Seconded by:** Jason Beardsley
   The motion passed unanimously.

   Motion to approve CIS 35B advisory addition of CIS 1, with no additional revisions.
   Motion made by: Estela Narrie; **Seconded by:** Jason Beardsley
   The motion passed unanimously.

(Courses: Distance Education)
l. GEOL 6 Environmental Geology with Lab
   Motion to approve distance education GEOL 6 with no revisions.
   Motion made by: Susan Caggiano; **Seconded by:** Estela Narrie
   The motion passed unanimously.

m. ~~GIS 28 Introduction to Python for GIS~~

GIS 28 DE removed from action items as part of I. Call to Order and Approval of Agenda

(Courses: Global Citizenship)

n. GEOL 6 Environmental Geology with Lab
    Motion to approve Global Citizenship for GEOL 6 with no revisions.
    Motion made by: Jason Beardsley; **Seconded by:** Alex Ibaraki
    The motion passed unanimously.

(Programs: Revisions)

o. 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.
    - GEOL 6 to be added to the Environmental Studies AA/Certificate of Achievement under "Geology and/or Physics Courses: Select one of the following courses (4 units minimum):"

    Motion made by: Estela Narrie; **Seconded by:** Susan Caggiano
    The motion passed unanimously.

VIII. New Business
None

IX. Old Business

- Updating AR 5110
  Sheila reached out to Department Chairs regarding changes to curriculum committee membership; many chairs were fine continuing with the current representation. A few requested to have their own members. Business and CSIS share one representative, and Communication and Media Studies and Design Technology share one representative, but each department would like to each have their own (1 for Business, 1 for CSIS, 1 for Communication and Media Studies, and 1 for Design Technology)

  There are two proposals – one of rearranging the representatives to keep the same number of members, and another of increasing the number of representatives by two by giving Business, CSIS, Communication and Media Studies, and Design Technology each their own representative.

  It is not required to increase the number of administrators on the committee if the number of faculty members on the committee is increased.

  Support changes to AR 5110, 1. Committee Structure to bring to Senate, including addition of two faculty members (splitting Business/CSIS and Communication Studies/Design Technology) and the addition of the Curriculum Specialist as non-voting member
  Motion made by: Estela Narrie; **Seconded by:** Walker Griffy
  The motion passed unanimously.

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