Curriculum Committee Minutes
Wednesday, November 17, 2021, 3:00 p.m.
Zoom Meeting

Members Present:

Sheila Cordova, *Chair*	Walker Griffy	Jacqueline Monge	Lydia Strong
Jason Beardsley, *Vice Chair*	Hafedh Herichi	Estela Narrie	Esau Tovar
Bren Antrim	Alex Ibaraki	Brandon Reilly	Audra Wells
Fariba Bolandhemat	Sharlene Joachim	Redelia Shaw	Dominic Prendergast (A.S.)
Susan Caggiano	Emin Menachekanian	Briana Simmons	Denise White-Odimo (A.S.)
Lisa Collins			

Members Absent:

Bradley Lane	Maria Muñoz	Patricia Ramos

Others Present:

Lourdes Arévalo	Maral Hyeler	Jing Liu	Howard Stahl
Jennifer Carson	Francesca Kemitch	Sehat Nauli	Odemaris Valdivia
Rachel Demski			

(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 3:02 pm. Motion to approve the agenda with revision to pull the program maps for User Experience Design Essentials Certificate of Achievement (VII. f.) and Web Design Essentials Certificate of Achievement (VII. g.).
Motion made by: Jason Beardsley; **Seconded by:** Lisa Collins
The motion passed unanimously. *(Redelia Shaw and Lydia Strong not present for vote)*

II. Public Comments
None

III. Announcements
Dominic Prendergast raised an issue in certain Canvas courses, tests will force you to answer a question before moving on to the next (there is no option to skip the question and come back to it later.) Jason responded that our Distance Education applications do not address tests on that detailed of a level, but recommends to reach out to the instructor and/or the department chair. This would also be a good topic to bring to the Distance Education Committee.

IV. Approval of Minutes
Motion to approve the minutes of November 3, 2021 with no revisions.
Motion made by: Audra Wells; **Seconded by:** Susan Caggiano
The motion passed unanimously. *(Redelia Shaw and Lydia Strong not present for vote)*

V. Chair's Report
We will be sharing a new proposal for timelines/workflows in New Business.

VI. Information Items

(Non-Substantial Changes)
1.   ENGL 34 Afro-American Literature

VII. Action Items

(Consent Agenda: Emergency DE to Fully Online)
a.   ITAL 1 Elementary Italian I
b.   ITAL 2 Elementary Italian II
c.   PHYSCS 12 Introductory Physics Non-Lab
d.   PHYSCS 20 Preparation for Calculus-Based Physics
Motion to approve Consent Agenda of ITAL 1 (VII. a.), ITAL 2 (VII. b.), PHYSCS 12 (VII. c.), and PHYSCS 20 (VII. d.) with no revisions.
Motion made by: Estela Narrie; **Seconded by:** Walker Griffy
The motion passed unanimously. *(Lydia Strong not present for vote)*

(Consent Agenda: Program Maps)
e.   Geospatial Technology Certificate of Achievement
f.   ~~User Experience Design Essentials Certificate of Achievement~~
g.   ~~Web Design Essentials Certificate of Achievement~~
Motion to approve Geospatial Technologies Certificate of Achievement program map with no revisions.
Motion made by: Lisa Collins; **Seconded by:** Estela Narrie
The motion passed unanimously.

(Courses: Distance Education)
h.   ENGL 1D Reading and Writing Composition I – Diversity
Motion to approve distance education for ENGL 1D with no revisions.
Motion made by: Estela Narrie; **Seconded by:** Jason Beardsley
The motion passed unanimously.

i.   ENGL 45 Asian Film, Literature, and Society
Motion to approve distance education for ENGL 45 with no revisions.
Motion made by: Walker Griffy; **Seconded by:** Estela Narrie
The motion passed unanimously.

(Programs: New)
j.   Business Information Specialist Certificate of Achievement
Motion to approve Business Information Specialist Certificate of Achievement with no revisions.
Motion made by: Audra Wells; **Seconded by:** Estela Narrie
The motion passed unanimously.

k.   Geospatial Technology Certificate of Achievement
Motion to approve Geospatial Technology Certificate of Achievement with no revisions.
Motion made by: Susan Caggiano; **Seconded by:** Jason Beardsley
The motion passed unanimously.

l.   User Experience Design Essentials Certificate of Achievement
Motion to approve User Experience Design Essentials Certificate of Achievement with no revisions.
Motion made by: Jason Beardsley; **Seconded by:** Susan Caggiano
The motion passed unanimously.

m.   Web Design Essentials Certificate of Achievement
Motion to approve Web Design Essentials Certificate of Achievement with no revisions.
Motion made by: Audra Wells; **Seconded by:** Susan Caggiano
The motion passed unanimously.

(Programs: Revisions)
n. 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: Susan Caggiano; **Seconded by:** Sharlene Joachim
The motion passed unanimously.

VIII. New Business
- Update on timelines and review process
We're looking to further extend the timelines in order to ensure faculty have the time to make any needed changes to proposals so there is time to add them to next agenda, at the tech review step, as well as giving Curriculum Members adequate time to review courses before meeting dates.

IX. Old Business
- Training
  - Training will be moved to the December 1 Curriculum Committee meeting agenda.

- Goals and Objectives
  - First read of the Curriculum Committee Goals and Objectives: changes and additions made to include additional language/opportunities for training on equity, decolonizing the curriculum, and redesign of the curriculum process and timelines.
  - Questions raised about the inclusion of marketing – marketing could be a great resource if they are added early on in the conversation for our courses and programs. Currently they receive notification of when a new program is "Active", but we could be reaching out to further promote our existing and brand new programs to our students.

  Motion to approve the first read of "Goals and Objectives"
  Motion made by: Audra Wells; **Seconded by:** Jacqueline Monge
  The motion passed unanimously.

X. Adjournment
Motion to adjourn the meeting at 4:39 pm.
Motion made by: Audra Wells; **Seconded by:** Esau Tovar
The motion passed unanimously.

The next Curriculum Committee meeting is December 1, 2021.