**Present**: *Louie Giambattista, Chair*; Dennis Gravert, Anthony Hailey, Natalie Hannum, Marie Karp, A’kilah Moore, Christine Park, Ryan Pedersen, Matthew Stricker, Eileen Valenzuela, Kim Wentworth, Nancy Ybarra, Yongmin Zhu, Shondra West (Note taker)

**Absent**: Theodore Adkins, Susie Hansen, Grace Villegas

**Guests**: Student; Christina

Meeting called to order: 1:08pm

Location: CO-420

**CURRENT ITEMS**

1. **Announcements & Public Comment:**
* **none**
1. **Approval of the Agenda**

**Action:** Approved (M/S: Hailey/Stricker) Unanimous

 **Approval of the Minutes from September 17, 2014**

**Action:** Approved (M/S: Gravert/Pedersen) Unanimous

1. **Consent Agenda**

**Action:** Approved(M/S: Karp/Hailey) Unanimous

* MATH-007 – Self-Paced Arithmetic Skills – Inactivate
* MATH-009 – Self-Paced Arithmetic Skills – Inactivate
* BIOSC-021 – Principles of Biology: Organismal – removal of prerequisite

**Committee’s Feedback:**

The committee was concerned about removing the prerequisite for the reason that it would not remain as an articulated transferable CSU/UC course via ASSIST. It was brought to the committee’s attention, by removing the prerequisite it should not be problematic; when the original proposal was submitted years ago, a prerequisite was not required and the course was approved as transferable.

**Committee’s Recommendation:**

The committee recommends that the department submit a correction if the course is indeed not accepted as an articulated transferable course.

**Action:** Approved(M/S: Stricker/Hailey) Unanimous

1. **Existing Course Outlines of Record**

**Action**: Approved(M/S: Stricker/Hailey) Unanimous

* Art-005 – The Visual Arts

This course is GE approved. The department revised the grading section only.

**Committee’s Feedback:**

The committee was concerned about the wording interdisciplinary within the course description. The committee wanted to know does that mean anyone can teach the course. It was brought to the committee’s attention interdisciplinary is used to describe that the course content covers multiple subject areas and only those that hold an Art FSA are qualified to teach the overall content.

1. **Skills Certificates**
2. **Recording Arts – Level I**

**Action**: Approved (M/S: Gravert/Karp) Unanimous

The skill certificates are for entrepreneur students to assist them with becoming employable in the industry after completion. Most skill certificates are considered stackable; leading towards a state approved associate degree and/or certificate.

**Committee’s Feedback:**

The committee was concerned once students complete Level I and II (stackable) they will have completed 27 units which is enough units to earn the state approved certificate and it may not be necessary to offer level II. It was brought to the committee’s attention that having two separate certificates, level I and II gives students with advanced skills an opportunity to earn level II without completing level I requirements. However, if advance students waive Level I requirements they will not have the required 27 units to earn the state approved certificate, because students will not receive credit towards the major requirements for courses that are waived. It was agreed upon for the best interest of students to offer both certificates; Level I and II.

1. **Recording Arts – Level II**

**Action**: Approved (M/S: Pedersen/Stricker) 2 abstentions; Hailey and Zhu

1. **Accreditation:**

The accreditation team will meet with the curriculum committee on Wednesday, October 8th between 1-3pm in L105. Louie and Nancy have been assigned as the curriculum team leader, but all members are welcomed to attend. The committee was reminded to become familiar with the curriculum process that’s accessible via the website. Over the years the committee has made great strides to transition to a stainable electronic process thus eliminating the actual curriculum handbook in order to streamline the process and prepare for CurricuNET (electronic process).

The committee was also reminded to become familiar with the online supplement process which should not deviate from the COOR. Online supplements are considered to be an added component in which instructors can offer the course online vs. face-to-face. In order for a course to be taught online, it’s required that supplements are submitted and approved by both Distance Ed. first followed by the Curriculum committee next.

Regarding the assessment piece, the curriculum chair realized a formal process has not been established between TLC and Curriculum to assure COORs updates are submitted before the assessment cycle ends and before the curriculum committee concludes their annual meetings (May). The Deans have made great strides with communicating with Departments Chairs about updating COORs and submitting them before May. It was recommended that Louie send an email to All Faculty as a reminder to submit COOR revisions timely to curriculum; some revisions may be minor as textbook updates.

 **STANDING ITEMS**

1. **CurricUNET -** None
2. **Shared Governance Committee -** None
3. **Articulation –** It was brought to the committee attention regarding developing pathways for K-12 general education into community college system. Currently credit is awarded for AP exams in certain subjects which are used as transferable credit to UC/CSU only. There’s not a clear plan developed how to articulate K-12 courses for students to receive transferable credit at the community college and for it to appear on the college transcript. This initiative is a work-in-progress.
4. **Teaching & Learning Committee –** None
5. **Academic Senate -** None
6. **Other –** It was brought to the committee’s attention:
* An initiative was passed to allow community colleges to confer four-year degrees in certain subject areas, e.g. nursing. However, the state allows for Districts with multiple colleges to offer one per district.
* An initiative is in the works to fund K-12 alignment and adult education career pathways into community college systems. The alignment may focus on CTE and basic skills type courses. Adult education initiative AB8086 explains in more detail what to expect.

Meeting adjourned – 2:06pm

Fall 2014 Meeting Dates: October 15; November 5, 19; December 3

Location and Time: CO-420 / 1-3pm