

Los Medanos Curriculum Committee - Minutes

Present: Morgan Lynn, **Chair, Voting Faculty & LMCAS Members:** Thalia Bobadilla (Communication), Sepideh Daroogheha (Mathematics Faculty), Louie Giambattista (Computer Science); Christina Goff (Librarian), Nidia Gonzalinajec (Math); Scott Hubbard (Distance Education Chair), Syed Hussain (Behavioral Sciences), George Olgin (English), Randi Osburn (Behavioral Sciences), Libby Oye (LMCAS Senator); Tess Shideler (Science), Girlie Sison (Science), Star Steers (Communication) Penny Wilkins (Business); Von Wolf (Brentwood Math)

Present Non-Voting Members: Rachel Anicetti (Transfer), Rikki Hall (Director of A&R), Natalie Hannum (VP of Instruction); Dennis Franco (Interim Dean of Instruction: Workforce Development); Aprill Nogarr (Dean of Instruction: Liberal Arts), Ryan Pedersen (Dean of Instruction: Math and Sciences); Sara Toruno-Conley-Conley (Interim GE Chair), Eileen Valenzuela (Articulation Officer), Grace Villegas (Academic Scheduling Specialist), and Shondra West (Note Taker)

Absent: None

Location: Zoom **Meeting ID:** 913 7446 2399 **Passcode:** 277367 **Phone Audio:** 1-669-900-6833

CURRENT ITEMS

Meeting called to order: 2:34 pm

1. Announcements & Public Comment:

- Library will raise awareness for Ban Book Week. Read ins available at the Brentwood and Pittsburg campus.

2. Approval of the Agenda

Action: Approved with corrections (M/S: C. Goff/T. Shideler); unanimous

- Ethnic studies were pulled from the consent agenda and new courses to be rolled over for the next meeting agenda.
- Correction of Nidia's name

Approval of the Minutes: May 18, 2022

Action: Approved (M/S: P. Wilkins/G. Olgin); unanimous

The committee reviewed the minutes for approval.

3. Standing Item: Articulation Update

E. Valenzuela gave an articulation update sharing that an email was sent CSU/IGETC and American Institution results. The most recent email was the UC transferable course approvals.

4. AB361 Understanding Brown Act Teleconferencing

M. Lynn highlighted items in [AB361](#) related to teleconferencing:

- Public accessibility to the zoom meetings (call/internet option)
- Public comments should be offered at the meeting in real-time and not in writing
- Confirm every 30 days with District/State whether to continue operating as teleconferencing meeting (to continue to allow all Brown Act committees to operate online)

5. Committee Training

M. Lynn facilitated a group curriculum activity. Each group was assigned a scenario to analyze and develop solutions. The scenarios focused on curriculum situations that occur during the meeting process. M. Lynn read each scenario to the group before members were sent to zoom breakout rooms.

The members shared their discussion results upon return from the breakout sessions. Most of the feedback was captured in the Google doc that group members used in their session.

Group 1 Feedback: Faculty wanting to increase the units of their course

- Support the department by understanding their need to increase the units
- Approach the situation with exploration techniques by determining if the unit increase impacts transferability. In addition, explore if the unit increase will impact program requirements
- Assist the department with adequate rationale for increasing the units

The group gave an example of the BUS 2.0 ADT degree in which program courses will increase the units for the course that impacts the transfer degree, because students can only transfer over allotted number of units. Therefore, having a course increase the units doesn't serve the student meeting transfer since the extra units wouldn't be useful.

- Additional feedback by the committee members, consider using the college resources to enhance the student's ability to complete the class, e.g., tutoring services or a homework hour.
- Think about the unintended impacts, such as adding unit increase the time to utilize a classroom that impacts blocking scheduling, thus forcing other classes to move around to accommodate the schedule.

Group 2 Feedback: Wanting to add a course to satisfy Area C of CSUGE

- Meet with the department to determine their rationale in how the course meets local and transfer requirements that's indeed beneficial for students.
- Determining the number of courses already available for Area C compared to other areas that may not have that many. More so determining if the course meets C or another area.
- The committee hold discussions during the tech review process.
- The course is approved through the other entities before coming to committee thus implying that the committee has to approve.
- The committee discussed the rationale for offering a stand-alone course.

Group 3 Feedback: frustrated with the curriculum committee

- Offer empathy regarding their frustration
- Ask the department to share information about using the chosen sample assignments
- Support the department in the developing the course assignment descriptions and aligning them to CSLO assessments
- Explain why sample assignments can lead to confusion for the students and potentially be denied when seeking transability or state approval
- Express the importance of diversity, equity and inclusion
- Additional notations available via the Google doc

Group 4: Course being offered with one discipline on it

- Curriculum committee to make suggestions to add other discipline but not mandating it.
- Review the ASCCC discipline list to confirm which disciplines can be added
- Recommendation that department and deans work together
- Use of support documents ASCCC that explains how and why disciplines should be added, which ASCC states that the course content should be matched to the discipline.
- Vote to approve the COOR as written with recommendations to follow up with other disciplines.
- Work with the different departments about adding disciplines

Group 5: How do department update their TMC and C-ID templates that impact updating the courses.

- Utilize the CID and course approval handbook for guidance
- Provide guidance on how to start to minimize the department being overwhelmed by the amount of information
- Develop a flowchart to assist with the direction in how to start and complete the process
- When making changes to a program; courses would be updated first before submitting a revision to update the program.

6. Consent Agenda – Tabled

- ETHN-111, online supplement
- ETHN-112, online supplement
- ETHN-113, online supplement
- ETHN-123, online supplement

7. Existing Courses

None

8. New Courses - Tabled

- ETHN-120, online supplement

Governance Committees - Tabled

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| 1. Shared Governance | 3. Teaching and Learning Committee |
| 2. Articulation | 4. Academic Senate |

Adjourned at: 4:34 pm