Present Members: Morgan Lynn*, **Chair**, **Voting Faculty Members**:* Thalia Bobadilla (*Communication*), Scott Hubbard (*Distance Education Chair*), Syed Hussain (*Behavioral Sciences*), George Olgin (*English*), Randi Osburn (*Behavioral Sciences*), Camille Santana (*Counseling*), Girlie Sison (*Science*), Star Steers (*Communication*) Penny Wilkins (*Business and Management*), Von Wolf (*Brentwood Math*)
Non-Voting Members: Rachel Anicetti (*Transfer*), Dennis Franco (Interim Dean of Instruction: Workforce Development), Rikki Hall (*Director of A&R*), Natalie Hannum (*Vice President of Instruction*), Aprill Nogarr (*Interim Dean of Instruction: Liberal Arts*), Ryan Pedersen (*Dean of Instruction: Math and Sciences*), Adrianna Simone (*GE Chair*), Eileen Valenzuela (*Articulation Officer*) Grace Villegas (*Academic Scheduling Specialist*) and Shondra West (*Note Taker*)
Absent: Sepideh Daroogheha (*Mathematics Faculty*), Christina Goff (*Librarian*), Tess Shideler (*Science*), and Marci Lapriore *(TLC Chair)*
Guest: Janice Townsend (Child Development Faculty)

Meeting called to order: 2:40 pm Location: Zoom Meeting
CURRENT ITEMS

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1. **Announcements & Public Comment**
   - Transfer Day Celebration – Tuesday, May 3
   - Pedagogy Conference – March 18, 2022

2. **Approval of the Agenda**
   Action: Approved (M/S C. Santana/S. Hussain); unanimous

   Approval of the Minutes: March 2, 2022
   Action: Approved (M/S: G. Sison/C. Santana); abstain S. Hubbard

3. **Articulation Update** – No Updates

4. **Consent Agenda**
   Action: Tabled
   - COUNS-038 online addenda
   - PHYS-015 online addenda
   - PHYS-037 online addenda
   - PHYS-038 online addenda

5. **New Course Outlines**
   ENGL-145 COOR, online addenda
   The committee discussed the sample assignments being a range and made a small punctuation edit.
   Action: Approved (M/S G. Olgin/G. Sison); unanimous
   OA Action: Approved (M/S: G. Sison/S. Hussain); unanimous

6. **Programs**
   * **COA Creative Writing – New Program**
     The committee discussed the program approval process.
     - Phase 1 AS/SGC department approved
     - Phase 2 curriculum committee process. The committee reviews the program requirements - catalog description and PSLOs.
     - Phase 3 Governing Board approval
     - Phase 4 E. Valenzuela uploads for state approval

   COA; AA; AS are locally state approved. Transfer degree takes time for approval, and college skills certificates are not approved by the state. The curriculum COA/AA/AS, and CSC approval process considers whether the program meets the college's mission, student interest, program needs associated with financial responsibilities, and are resources available. The committee discussed the rationale for offering certificates considering the backward design model to determine the program's effectiveness in meeting students' needs. Inasmuch, the certificates help students acquire a skill.
   Action: approved (M/S: P. Wilkins/G. Sison) unanimous

   * **CSC Teacher Education Pathway – new**
     CSC pathway is a dual enrollment program at Antioch high, and with intentions to offer it at Deer Valley and Pittsburg. This program helps students interested in a path to teaching Pre-K, seeking work in early childhood, and wanting to meet the new requirements; teaching credential and 24 early childhood education credits. This is an opportunity for students to earn credits who want to receive the specialization credential to teach P-3rd grade. EDUC 100 is missing the title.
     Action: Approved (M/S: P. Wilkins/C. Santana); unanimous

   New titles for Child Development CSCs:
   * **CSC Administration and Leadership of Early Childhood Programs**
     Recommendation to add early childhood education programs to the title.
     Action: Approved (MS: G. Sison/R. Osburn); unanimous

   * **CSC Children with Special Needs Early Care and Education**
     Action: Approved (M/S: G. Sison/S. Hussain); unanimous
     Amended: add the wording specialization before the title (MS R. Osburn/C. Santana); unanimous

   * **CSC Specialization: Curriculum in Early Childhood Education**
     Action: Approved (MS: G. Sison/S Hussain); unanimous

   * **CSC Specialization: Infant Toddler Care and Education**
     Add the word "and" between Infant Toddler Care
     Action: Approved (MS: G. Sison/R. Osburn)

   * **CSC Specialization: Trauma Informed Practitioner**
     Action: Approved (MS: C. Santana/G. Sison); unanimous

7. **Prerequisite-Corequisite Form** –
   The committee discussed making changes to the prerequisite form. Whenever updates are needed in eLumen, it can only happen once a year to avoid disrupting the workflow when faculty are submitting courses and curriculum are approving them in the database. M. Lynn presented how members can access the pre/co-requisite California code regulations online. This information is useful in determining the changes needed to the form. M. Lynn's presentation included a demonstration of the DVC pre/co-requisite form template embedded in eLumen. The committee discussed redesigning the form based on DVC's template an state guidelines:
   * When listing the course, have access to a dropdown list of the all courses the user can select from.
   * Make it required for certain sections whenever an attachment is needed have a message appear "attachment needed."
   * List in the narrative box: the skills students will gain from taking the requisite course.
   * Question to ask eLumen for a CSLO dropdown in which faculty can select to emphasize what students will achieve from taking the requisite course.
   * Question asked about using the content review UC/CSU justification and whether DVC requires their faculty to provide the information.
   * Reduce the exit skills boxes to exit skill/target skills two boxes.
   * Keep the justification page. Ask eLumen to create a justification checkbox, followed by a box that requires the user to populate information.
   * With restricted eLumen edits to create a requisite dropdowns/checkboxes template, a suggestion was to develop a PDF fillable document that faculty can upload to eLumen.

8. **COOR Template Guidelines** - Tabled

Governance Committees – Tabled
1. Shared Governance
2. Articulation
3. Teaching and Learning Committee
4. Academic Senate

Adjourned at: 4:37 pm