**Present**: *Louie Giambattista,* ***Chair***; Tawny Beal, Collin McKay Brown (LMCAS),

Erich Holtmann, Kevin Horan, Scott Hubbard, Christine Kromer, Morgan Lynn, Michelle Mack,

Jancy Rickman, Penny Wilkins, Grace Villegas, Shondra West (Note taker)

**Absent**: Natalie Hannum, Susie Hansen, Robert Pope, A’kilah Moore, Eileen Valenzuela, Nancy Ybarra

**Guest**:

Meeting called to order: 1:11pm Location: CO-420

**CURRENT ITEMS**

1. **Announcements & Public Comment:**

LMCAS is working on:

1. Drafting a proposal towards increasing public safety on campus
2. Hosting a voter registration drive called “Rock the Vote” on May 5 from 12-5pm

Briana and Morgan is hosting a drop-in CSLO/PSLO assessment workshop towards helping faculty develop strategies to support people on the assessment process and answering questions on May 11th.

Classified Senate is hosting a Cinco da Mayo luncheon on May 5. Tickets are available for purchase via the Cashier’s Office; proceeds will help Student Scholarships.

1. **Approval of the Agenda**

**Action:** Approved (M/S: Beal/Mack); unanimous

**Approval of the Minutes from April 6, 2016**

**Action:** Approved with corrections (M/S: Holtmann/Wilkins); unanimous

* Pg. 1 - 8th bullet - strikeout the comments about science receiving COMP load; the reference is incorrect. The issue is being addressed by a taskforce for sciences to receive equal load/pay.
* Grammar corrections needed; item 1 - scheduled, pg. 4 bullet 3 correct formatting issues at “which”, change Librarian’s, remove presentation after RAP proposal, and pg.1 add the word “as” future agenda item.

1. **Consent Agenda**

**MATH-034 –**

**Action:** Approved (M/S: Beal/Mack); unanimous

Revised the co-requisite statement to include prerequisites comments

1. **Existing Course Outline of Record**

**MUSIC-016 – Music Theory I**

**Action:** Approved (M/S: Beal/Wilkins); unanimous

Music courses were submitted for ADT transfer program for approval and some where not approved, so the department decided to change the structure from offering 3 – 4.0 units courses to 4 – 3.0 unit courses to match CID. The class units were reduced and another class was added; Music 19

* It was determined that Music 16 and 18 are not IGETC whereas Music 17 was previously approved.
* Discussion to offer music as student choice. It’s not clear how pass/no pass affect students and their transfer ability. Offering this course as pass/no pass gives students more opportunities for non-major students who may not want to transfer. Depending on how students use the course, some majors require letter grades. It’s unknown if non-majors can switch from P/NP to letter grade when they can’t repeat. It was recommended to leave the course as LR grade and submit a change later. During the academic renewal process an elapse amount time must occur to change from P/NP or a change in career. Students are managing their GPAs, P/NP gives them more opportunities to do that. The discussion is tabled until further research.
* This course is potentially part of the Music family. There’s a separate committee at the District level that determines if this course is equivalent to music courses at CCC and/or DVC. Putting this course in a family may affect the grading policy in which P/NP is unacceptable.
* Having 10 CSLOs was of a concern even though they were needed for CID approval. Math is another area that encountered a similar issue of having multiple CSLOs for CID approval. It is unknown once CID approval is granted if the COOR CSLO section can be changed.
* The committee discussed differences between having CSLOs (local) and objective requirements (Title V). The COOR form doesn’t have an area to list just objectives. Departments have embedded their objectives into the CSLOs to meet CID requirements. It was recommended to add this as a future agenda item of modify the COOR form. It was recommended to have members check with their constituencies about the issue.

**MUSIC-017 – Music Theory II: Tonal Harmony**

**Action:** Approved (M/S: Mack/Beal); unanimous

This course was originally IGETC approved; it has less lecture and more lab.

**MUSIC-018 - Music Theory III: Chromatic Harmony**

**Action:** Approved (M/S: Beal/Wilkins); unanimous

* Change repeatability to zero

1. **New Course Outline of Record**

**Music-019 - Music Theory IV: Advanced Harmony and Later Styles**

**Action:** Approved (M/S: Beal/Holtmann); unanimous

Same textbook is used for all four classes; no supplies are needed but helpful to have a piano (keyboard) for demonstrations; this course is taught in a classroom.

1. **Online Supplements:**

None

1. **President/Designee Signature Policy on the COOR form**

The committee reviewed the email correspondence, Broad procedures 1009.02 and policy 1024 related to president/designee signature.

**Committee Feedback:**

* A concern was shared regarding when COORs are denied by the President/designee that they are not forwarded to Governing Board (GB). The response is that management would provide a rationale not to forward to GB then the COOR is rerouted to curriculum. If there’s continued disagreement, FSCC would be the next body and management would consult with them.
* A question was asked can faculty members go directly to GB without FSCC representation. In response, the policy states faculty members should go to FSCC who interacts directly with Chancellor who reports to GB according to 9000.02.
* It was shared that the VP does not have direct experience related to COORs being denied. The protocol would be similar if Academic Senate couldn’t act then the next level is FSCC.
* FSCC stands for Faculty Senate Coordinating Council with a representative from each campus Senate President who discuss district policy. The colleges are responsible for local decisions*.*
* A previous disagreement at DVC was shared as an example in which a resolution was made. For clarification, it was determined that management and faculty came to an agreement related to curriculum matters. It’s unclear if the agreement was mutual and if management relied on the judgement of faculty without knowing the details.
* It was shared that faculty management conflict becomes an Academic Senate issue in regards to a conversation about. Academic Senate acts on the behalf of faculty interest. If the issue falls under 10+1 within the position paper, then the responsibility is transferred to curriculum based on Title V.
* When the President sends back COORs to curriculum it was shared that Academic Senate should mediate the conflict as leveraging faculty interest, not curriculum. It’s not effective conversation for curriculum to mediate COOR conflict with the President. If the largest representative body; Academic Senate does not take on the issue, it’s not representative to the process and there needs to be a conversation about what the process should be. Academic Senate is the voice to resolve conflict.
* It’s unclear what the process how to resolve issues after curriculum. Currently, Academic Senate honors curriculum decision and doesn’t overturn them if curriculum determines COORs meets students’ interest and Title V. It was shared that curriculum is given the opportunity to hear management reasons before it becomes a political issue.
* The original concern regarding COORs having President/designee signature was determined that it acknowledges that the college has accepted the COOR for the Chancellor to make a final decision.
* Title V suggest it goes from curriculum to the Board; it seems that District agreed to colleges adding an extra signature. If the District policy requires the President/designee signature, then it can’t be removed even though the COOR form was approved by the curriculum committee.
* The curriculum instruction procedures are being updated by the Board on April 27 with language pertaining to President Signature requirements. It’s unclear if the form is under curriculum purview.
* This item is tabled until it has been determined if curriculum has purview.
* It was discussed when management denies a COOR and its rerouted back to curriculum with management feedback that curriculum has the right to reapprove a COOR.

**Standing Items**

1. **SGC** –RAP proposal discussion has concluded and Bob will determine the items funded for approval.
2. **Articulation** – none
3. **TLC** - Scott Hubbard is recommended to become TLC Chair. The Assessment Midway report was approved; the report was requested to see if the new assessment module is working.
4. **Academic Senate –** 1st District-wide Academic Senate meeting was held at the District Office. The 3 Presidents, other administrators, and faculty attended. The discussion topic was on equity in general, 3SP, hiring, student component, and equivalencies when instructor lack MQs via degree that the three colleges will determine a policy in conjunction with the District policy in place.

Meeting adjourned – 2:20 pm

Meeting Dates: May 4, 18

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