Present: *Louie Giambattista, Chair*; **Christina** Goff, **Paula** Gunder, **Marci** Lapriore, Aprril Nogarr, **Tue** Rust, **Tess** Shideler, Debra Winkler, **Marci** Lapriore, **Nikki** Moultrie, **Nancy** Ybarra, **Eileen** Valenzuela, and **Grace** Villegas, and **Shondra** West (Note taker)
Absent: Ricki Hall, Ryan Pedersen, Trinidad Zavala, Morgan Lynn
Guest:
Meeting called to order: 2:37 pm   Location: CO-420

CURRENT ITEMS
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1. **Announcements & Public Comment:**
   None

2. **Approval of the Agenda**
   Action: Approved with changes (M/S: Gunder/Nogarr.); unanimous
   • Change COMSC-040 second course to "fully" online
   • Remove - PHYSC-005

   Approval of the Minutes:
   Action: Approved with changes (M/S: Gunder/Goff); 1 abstention – Winkler
   • Change the date
   • Remove Marc Lapriore from the attendance
   • Correct minor spelling

3. **Consent Agenda**
   Action: Approved (M/S: Rust/Winkler); unanimous

4. **New Courses**
   ENGL-144 Hip Hop as Lit
   Action: Approved (M/S: Goff/ Lapriore); unanimous

5. **Substantive Changes to Existing Course**
   None

6. **Online Supplement**
   CHDEV-030 Trauma Informed Practitioner: Foundations
   Action: Approved (M/S: Rust/Winkler); yes - (4), no - zero (0), and abstentions (3) abstentions
   The committee discussed the instructor interaction piece, which was minimal in the SLO sections. Newer laws will require a different format, in which this process will become easier to distinguish how the COOR meets the requirements.
   Recommendation: Include weekly discussions to the instructor interaction sections.

   JOURN-100 (Hybrid)
   Action: Approved (M/S: Goff/Rust); unanimous
   • Change references to Canvas to Learning Management System

JOURN-100 (Fully Online) - Mass Communication
Action: Approved (M/S: Rust/Gunder); unanimous

CHDEV-055 (Fully Online) - Introduction to Children with Special Needs
Action: Approved (M/S: Rust/Goff); unanimous

COMSC-040 (Hybrid) - Introduction to Computer and Business Information Systems
Action: Approved (M/S: Rust/Goff); unanimous

COMSC-040 (Fully Online)
Action: Tabled

COUNS-033 - Transfer Planning
Action: Approved (M/S: Rust/Goff); unanimous

PTEC-025 - Process Technology: Equipment
Action: Tabled

PTEC-035 - Process Technology: Systems
Action: Tabled

7. **Programs**
   3D design Certificate of Achievement
   Action: Approved (M/S Goff/Nogarr); unanimous

   CDCP Certificate of Competency - Career and College Preparation
   Action: Tabled

8. **Discussion of Position Paper/Workflow for eLumen**
   Nikki led the discussion about the updates with eLumen and developing a curriculum approval workflow. The committee discussed the current structure, in which the proposed workflow structure for eLumen may be slightly modified. The workflow drafted on the meeting room whiteboard:

Orginator → Department Chair → Office of Instruction → Dean Review (Tech Review) → Curriclum & Library → President → Governering Board → State Chancellor's Office

The committee spoke about the GE process, in which course outlines (COORs) are routed to the GE committee for approval prior to curriculum, and how does that process fit into the proposed workflow. Additionally, the committee spoke about articulation, program review, and Teaching and Learning (TLC) committee purposes, and what impact will it have on the curriculum workflow. Nikki expressed that the eLumen modules work independently, such that that will they serve a separate purposes for assessment, program review, and curriculum. However, articulation, will continue to operate in the same format, whereas Eileen seeks approval from the state. The committee discussed updating the catalog production deadlines. Nikki shared the catalog production timeline will change for Spring, but will remain the same for Fall. The purpose of adjusting the deadline dates, such that the catalog will become available for students prior to summer/fall registration. The committee will continue the conversation at the next meeting. Next, the committee spoke about the department's role with reviewing COORs prior to them being submitted for curriculum approval, and routing them through the proposed workflow. Currently, departments submit COORs to Eileen, in which they are reviewed and placed on the agenda for the curriculum chair approval. Lastly, the committee spoke about the role of curriculum in conjunction with the proposed workflow and meeting as a Brown Act committee. Nikki shared the committee will continue to operate approving courses to meet the Title V requirements, expect the proofing the document for grammar edits will become limited as they will receive a cleaner version. Nikki also shared, a Curriculum Summit is available to learn more about the curriculum roles/responsibilities on February 28, 2020. The committee will continue the conversation at the next meeting, especially what role distance education committee will serve in the proposed workflow process, and expressed Nikki provide a demonstration of eLumen.

Adjourned 4:30 pm
Next Meeting Dates:
Spring 2020: March 4, 18, April 15, May 6