Present: *Louie Giambattista, Chair*; Morgan Lynn, Aprill Nogarr, Tess Shideler, Veronica Turrigiano, Penny Wilkins, Debra Winkler, Rikki Hall, Nikki Moultrie Ryan Pedersen, Nancy Ybarra, Eileen Valenzuela, and Grace Villegas, and Shondra West (Note taker)
Absent: Christina Goff, Paula Gunder, Tue Rust, and Trinidad Zavala
Guest: Josh Bearden (*Academic Senate President*)
Meeting called to order: 2:33 pm   Location: Zoom Meeting (414-235-4677)
CURRENT ITEMS

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

2. **Approval of the Agenda**
    Action: Approved (M/S: Lynn/Wilkins); unanimous
    Approval of the Minutes: May 06, 2020
    Action: Approved with corrections to guest names (M/S: Wilkins/Shideler); unanimous

3. **Discussion of Committee Position Paper**
    Action: Approved (M/S: Wilkins/Winkler); unanimous
The committee discussed updates to the position paper. The final version will be sent to the Academic Senate for approval. The committee discussed the following topics:
    - Updates to the current membership
        - April will not continue until a decision is made about Brentwood having a seat on the committee.
        - George Olgin will replace Morgan's seat as she will be transitioning to Curriculum Chair.
        - Tue, Christina, Paula, Veronica, Tess, Debra, and Penny will remain.
    - In past years, ACCJC recommended that Brentwood have a role on curriculum. Josh Bearden is the non-departmental (ND) representation group for Brentwood. Louie expressed that the focus should be curriculum review and compliance and not location issues.
    - Regarding financial support, Resource Allocation Process (RAP) is a method to secure funding for curriculum expenses.
    - Ryan explained the difference between ND versus non-faculty department (NFD). Whereas NFD teaches and represents Math and ND represent the Brentwood site. Eileen confirmed that Brentwood Division represents all faculty at that site.
    - Nikki suggested that once the approved META majors move into their division, have a representative from those divisions serve as the committee members.
    - The committee discussed having the specific membership:
        - English; Math; Business; DE representative, CTE, Library, Social Science, Counseling, Liberal Arts, and Brentwood Center for a total of 10 voting members; for a quorum, six voting members needed.
        - Suggested removing computer science and counseling
        - Deans, scheduler, note-taker (official scribe) are non-voting members.
    - Tech review process to approve curriculum course outlines via eLumen (electronic database):
        - Remove Deans – they review the COORs beforehand.
        - Tech review committee members will include: Transcript degree audit specialist, scheduling specialist, articulation, GE and DE representative, curriculum specialist, librarian rep, and curriculum committee chair.

- Josh asked about the essence of tech review, which Morgan explained the responsibilities consist of them reviewing documents for meeting local requirements as outlined by the curriculum process to streamline the process for the curriculum committee, whereas they check for state compliance requirements are met. It was questioned to require CC Chair as a tenured faculty member.
- Delete item 5 - Responsibilities concerning monitoring programs.
- Morgan questioned item 4 curriculum balance and educational philosophies. Louie responded this is an opportunity to expand on the bulleted items' terminology as a future agenda item.
- The next section: Course approval will be woven into the eLumen process. A brief description of the eLumen process was added.
- Recommendation to update the quorum statement; the number has been modified based on the new membership.
- The experimental course section was reviewed and discussed regarding the approval process. It was recommended to discuss the newer process with Academic Senate regarding the concept of eLumen tech review approval, more so the Dean's approval involvement with the process.
- The next section covered support from the Office of Instruction, and evaluation is standard; no changes are needed.

Morgan asked the committee if the document could be presented to Academic Senate in the Fall? One recommendation was to wait until the senate responded; the committee decided to approve it as a draft.

Updates on Campus Committees and Processes – Tabled	
1. **Shared Governance Committee**	3. **Teaching & Learning Committee**
2. **Articulation**	4. **Academic Senate**

Adjourned 4:24 pm
Next Meeting Dates:
Fall 2020 Sept. 2, 16, Oct. 7, 14, Nov. 4,18, Dec. 2