**Present**: *Louie Giambattista,* ***Chair***; Tawny Beal, Natalie Hannum,

Erich Holtmann, Kevin Horan, Scott Hubbard, Christine Kromer, Morgan Lynn, Michelle Mack, A’Kilah Moore,

Jancy Rickman, Grace Villegas, Eileen Valenzuela, Penny Wilkins, Nancy Ybarra, Shondra West (Note taker)

**Absent**: Susie Hansen, Robert Pope and Collin McKay Brown (LMCAS)

**Guest**: Kyle Chuah; JoAnn Hobbs, and Danielle Liubicich

Meeting called to order: 1:20pm Location: CO-420

**CURRENT ITEMS**

1. **Announcements & Public Comment:**
2. Equity mini grants are available for funding going towards improving program; cannot be used for professional development.
3. Brianna and Morgan will be hosting PSLO brainstorming workshop on understanding the process.
4. **Approval of the Agenda**

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

1. As part of COOR signature approval discussion; it was requested as an agenda item for next meeting to discuss the COOR form and its entirety.
	* MATH Department have objectives built in their COOR CSLOs and would like to discuss adding objectives as a separate item on the COOR form. The state looks at objectives for CID approval.
2. Remove PSYCH-014; pending with GE

**Approval of the Minutes from April 20, 2016**

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

* Guest: add Kyle Chuah
1. **Consent Agenda**

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

1. SIGN-050 - Catalog description addition
2. Updates to outline – no substantial changes
* PSYCH-010
* PSYCH-011
* PSYCH-014
* SOCIO-015
* SOCIO-016

Committee Discussion:

The committee questioned the consent agenda and what changes were made to the consent agenda COORs. It was shared that non-substantial changes are considered consent items. The changes are not noticeable on the COOR, the authors sends the information to Eileen and she checks if they are substantial or not. Changes to content and units are considered substantial. COORs are updated every five years.

The committee discussed the possibilities of creating a short form; something similar to the catalog revision/minor change form as an attachment to the existing COORs that are consent non-substantial items. This will help the committee focus on the changes, instead of attempting to find the changes by reading the entire COOR form. The committee suggested that departments use strikeout feature in Word to note the changes. Louie will look into the matter of substantial vs. non-substantial to help streamline the process.

1. **Existing Course Outline of Record**
2. **BIOSC-021 - Principles of Biology: Organismal**

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

CID requested for more information and the department updated the topics, exams, research project and changed the content.

Committee Discussion:

* Remove activity checkmark
* Page 1 and 10 correct typo; additional typos can be sent to Eileen or Shondra
1. **ENGL-220 - Critical Analysis and Inquiry**

**Action:** Approved (M/S: Beal/Kromer); oppose: M. Mack; no abstentions

The department rewrote the COOR to preserve critical thinking and not composition; there’s no parallel relationship. This course was used to satisfy IGETC 1B; removing the composition component this course will not meet that area. It will satisfy transfer and satisfy CSU-A3. Course change is effective June 2017.

Committee Discussion:

The concern that this course will not meet IGETC IB, leaving students with only one option; Engl 221. A departmental discussion is needed to consider another option. Students won’t be effected this year.

1. **ANTHR-001 Introduction to Biological Anthropology**

**Action:** Approved (M/S: Holtmann/Wilkins); oppose: J. Rickman; no abstentions

The department updated the content for CID approval.

Committee Discussion:

* A concern was that this course was intended to satisfy CSU Area D1, however CSU evaluators found that it satisfy Area B2; no lab. It was recommended that the department could make a substantial change to avoid this course being used for biological sciences-B2.
* Change advisory to English 100.
1. **New Course Outline of Record**
2. **ENGL-SOCSC-110 - Introduction to Social Justice Studies**

**Action:** Approved without Education and Peace Studies as disciplines (M/S: Rickman/Kromer); unanimous

Committee Discussion:

* The committee discussed adding disciplines to the COOR; History, Ethic studies, Sociology, Peace and Justice Studies, Education, Woman Studies, and Chicana/o Studies creating a wide range for qualified faculty to teach this course.
* The SOCSC and ENGL department agreed to offer this as a cross-listed course. The SOCSC department holds the responsibility of checking MQs and staffing the course; instructors holding discipline specific degrees are not automatically eligible.
* Disciplines do not effect CSU/IGETC transferability. They look at content to determine area eligibility.

**Motion to approve all disciplines**: Holtmann

Further Discussion:

* The committee questioned the validity of Peace Studies and Education.
* The committee consider additional disciplines e.g. African American and Asian Studies. It was determined that they are not separated disciplines and fall under interdisciplinary studies categories.

 **Withdrew Motion:** Holtmann

* Holtmann reviewed discipline criteria via online and provided the committee with descriptions. Peace and Justice is not a discipline; it’s called Peace Studies and the description is not valid for this course.
* A concern was shared that English faculty are not trained to teach this course; whether they have social justice knowledge or not.
* PSLOs are not listed; the COOR must receive CID approval before it’s added to the Social Justice ADT.

**MUSIC-013A - Musicianship I**

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

This course is part of the CID requirement; this course replaces the two 2.0 unit courses and was separated out to three 1.0 unit courses.

1. **MUSIC-013B - Musicianship II**

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

1. **MUSIC-014A - Musicianship III**

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

Committee Discussion:

Prerequisite are not required for the musicianship courses; the order in which students take the course is not challenging; these course are skill based.

1. **MUSIC-014B - Musicianship IV**

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

1. **COOR Signature Approval**

The committee reviewed Board Procedure 4008. The committee expressed that the procedure does not require President’s approval for existing courses. Prior to new standards, the Chancellor’s Office required President/designee when submitting documents to their database. The newer standards ask for curriculum and Chancellor’s approval and date. The signature is varication that Title V regulations have been followed. The 2016 PACA process is being reviewed and approved by CCCCO. Loue research and follow-up at the next meeting.

**Standing Items**

1. **SGC** – Finalized the RAP recommendation process and forwarded it for President’s approval
2. **Articulation** – none
3. **TLC** – Scott Hubbard attended his first meeting as incoming Chair. The committee is scheduled to reconvene the 2nd Wednesday of each month from 2-4.
4. **Academic Senate –** none

Meeting adjourned – 2:46 pm

Meeting Dates:

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