**Present**: *Louie Giambattista, Chair*; Tawny Beal, Susie Hansen, Erich Holtmann, Christine Kromer, Morgan Lynn, Michelle Mack, Jancy Rickman, Makayla Scott-Jefferson, Matthew Stricker (Lois Yamakoshi), Penny Wilkins, Natalie Hannum, Eileen Valenzuela, Grace Villegas, Nancy Ybarra, and Shondra West (Note taker)

**Absent**: Kevin Horan and A’kilah Moore

Meeting called to order: 1:12 pm; Location: CO-420

**CURRENT ITEMS**

1. **Announcements & Public Comment:**

Books Alive is scheduled for 11/11 from 12-2:00pm in L109. Everyone was invited to either participated in becoming a book or check out books alive.

1. **Approval of the Agenda**

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

**Approval of the Minutes from October 21, 2015**

**Action:** Approved with changes (M/S: Stricker/Rickman); unanimous

1. Page 1 - remove Ricki Hall, Susie Hansen was present
2. Page 3 - insert the word “none” after item 6 prerequisite
3. Page 3 - update the policy change information; replace 42 with 54
4. **Consent Agenda**

**Action:** Approved with changes (M/S: Stricker/Kromer); unanimous

Pull HIST 029 & 30 from the consent agenda

* SOCSC-045 - discipline change

1. **Existing Course Outlines of Record**

* **HIST-029 & 30**

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

The cohort information is missing. It was shared the history outlines were never put in cohorts and will be rectified this year.

* **ENGL-100**

**Action:** Approved (M/S: Stricker/Mack); one abstention - Rickman

**Committee Recommendations**

* Additional lab hour was added to this course to give students more class time to complete assignments. The change doesn’t increase the number of units. However, students spending more time in class to complete the requirement is a concern. The change requires that this course add an additional hour to the class offering as either; two nights a week 7-9pm or one night a week as a four block. It was suggested that students should complete the additional lab hour outside the classroom. However certain LMC campus labs and Brentwood Center may not be able to support the idea.
* Remove the second “X” in CSLO 4
* Uncheck the activity box
* Update online supplement regarding the additional time and provide directions on lab completion.
* Remove the references about taking photos in the library to avoid accidently taking unwanted photos of students without a photo waiver.
* Add lab to the assessment table

1. **Prerequisites:**

* Engl-090 for Engl-100

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

* Engl-095 for ENGL-100

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

1. **New Course Outline of Records**

**ART-064 Introduction to Ceramics through the Pottery Wheel**

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

**Committee Recommendations**

Art 064 was an experimental course (100) and is being converted into a permanent course.

In comparison Art 064 to 065 (beginning and intermediate) CSLOs are duplicated; intermediate should show progression. It was suggested to pull ART-065.

**ART-065 Intermediate Ceramics through the Pottery Wheel**

**Action:** Tabled

**Committee Recommendations**

Revision required to reflect intermediate progression from ART-064.

1. **Online Supplements**

* **COMSC-010 Introduction to Computer Networking**

**Action:** Tabled

Remove reference about D2L and replace with LMS. The COOR COMSC 10 is outdated; the committee suggested COOR updates are required whenever online supplements are submitted to keep the information between the two forms consistent. Often times the online supplement will have updated information that doesn’t exist in the COOR.

* **COMSC-012 Introduction to Network Security**
* **COMSC-040 Introduction to Computers**
* **COMSC-049 Computer Literacy**

**Action:** Tabled as noted above (COMSC-010)

**FIRE-107 Fire Fighter Safety and Survival**

**Action:** Tabled

1. **Existing Programs** - none
2. **Experimental (900) Course** – None

**Standing Items -** Tabled

* CurricuNet
* SGC
* Articulation
* TLC

Meeting adjourned – 1:53 pm

Meeting Dates: 11/18 12/2

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