Present: **Morgan Lynn**, *Chair*, Josh Bearden (*Distance Education*), Sepideh Daroogheha (*Mathematics*), Christina Goff (*Librarian*), Paula Gunder (*Liberal Arts and Sciences*), Aprill Nogarr (*Non-Departmentalized Faculty Group - Brtwd*), George Olgin (*English*), Tess Shideler (*Liberal Arts & Sciences*), Veronica Turrigiano (*CTE*), Penny Wilkins (*Computer Science*), Rikki Hall (*Director of A&R*), Natalie Hannum (*Vice President of* Instruction), Nikki Moultrie (*Dean of CTE and Social Sciences*), Ryan Pedersen (*Dean of Math and Sciences*), Eileen Valenzuela (*Articulation Officer*), and Grace Villegas (*Academic Scheduling*), and Shondra West (*Note-taker*)
Absent: Trinidad Zavala (Counseling)
Guest: Catt Woods

Meeting called to order: 2:31 pm   Location: Zoom Meeting

CURRENT ITEMS

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

2. **Approval of the Agenda**
3. Move item 5 program inactivation to consent
   Action: Approved; (M/S: Goff/Gunder); unanimous

   Removed from the agenda: ANTHR-004 from existing courses item 4
   Tabled for next meeting: item 8
   Correction: change Art course number on the agenda from 925 to Art 005
   Action: Approved; (M/S: Tess/Wilkins); unanimous

   Approval of the Minutes: September 16 and 30, 2020
   9/16/20 Action: Approved (M/S: Nogarr/Goff); unanimous
   9/30/20 Action: Tabled

4. **Consent Agenda**
   Items pulled from the consent agenda
   - JOURN 161A, 161B, and 161C. The concerns are the deactivation and the course's reactivation at a later date, which may impact students since it requires activating the course as 900s that are for non-degree credit.
   - ART 10, 64, 65, and 67 the incorrect titles are a concern. In the past, the Office of Instruction, more so Eileen, updated minor course outline of record (COOR) edits. The committee discussed various ways to update minor revisions, such that Josh will assist and will make a note of minor changes. However, the committee came to an agreement that moving forward, Eileen and Morgan will update the information as long as the edits are noted in the minutes.
   - AUTO 100 remove – the department is revising the COOR
   - MUSIC-67 (CSLO issues), and PTEC 007, 44, 45, 48 (title updates needed)
     Action: Approved with amendments (M/S: Shideler/Olgin); unanimous

3a ART-10 title correction needed
   Action: Approved with amendment (M/S: Shideler/Nogarr); Abstain Turrigiano

3b ART-67 title correction needed
   Action: Approved with amendment (M/S: Shideler/Olgin); abstain veronica

3c PTEC-044 Correct the title - removal of the URL
   Action: Approved with amendment (M/S: Nogarr/Olgin); Abstain veronica

3d PTEC-045 Correct the title - removal of the URL
   Action: Approved with amendment (M/S: Nogarr/Olgin); Abstain Turrigiano

3e PTEC-048 Correct the title - removal of the URL
   Action: Approved with amendment (M/S: Nogarr/Olgin); Abstain Turrigiano

3f ART-064 Concerns about the CSLO, and how it would be taught and assessed online. Morgan shared the addendum guarantees that the department will offer the CLOs online.
   Action: Approved with amendment (M/S: Shideler/Olgin); Abstain Turrigiano

3g ART-065 same reasons and rationale as (Art 64)
   Action: Approved with amendment (M/S: Shideler/Olgin); Abstain Turrigiano

3h MUSIC-067 addendum CSLOs does not match the COOR; CSLO1 missing popular vocal passage and CSLO3 states those in other groups in comparison to the COOR - those in other vocal groups. **Action:** Tabled

Inactivation

Cindy shared the reason for inactivating the courses; these courses are a requirement, which students have other options. Typically students have the option between JOURN writing A-C or photo A-C sequence, yet with COVID, it's challenging to offer the writing portion. Therefore, these courses are being deactivated, and it will not impact the students or hamper anyone from getting their degree. Veronica shared concerns about inactivating the JOURN courses and the process to reactivate the courses that it may pose a hardship for students in the future. Cindy shared the change will not negatively impact students, and it allows time for the department to revise the COORs.

3i JOURN-161A
   Action: Approved with amendment (M/S: Shideler/Turrigiano); unanimous
3j JOURN-161B
   Action: Approved with amendment (M/S: Shideler/Turrigiano); unanimous
3k JOURN-161C
   Action: Approved with amendment (M/S: Shideler/Turrigiano); unanimous

3l PTEC-007 Correct the title
   Action: Approved with amendment (M/S: Nogarr/Shideler); abstain Turrigiano

5. **<u>Existing Courses Prerequisites and Online Addendum</u>**
    Morgan shared the process for item four section, which includes reviewing and approving the COOR, prerequisite, and addendum separately.
    BIOSC 20 (COOR)
    *   Christina questioned the18 week's identifier in eLumen vs being a 16th week semester. Grace explained the State Chancellor's still recommends using 18 weeks, and it helps to account for holidays and sick time.
    *   Veronica asked a question concerning the review process in accordance ASCCC guidelines, and if things are missing from the course description, e.g., critical thinking, transfer, sample methods of evaluation, faculty requirements, whether the committee should approve? Morgan shared required areas that are missing information should be denied and returned to the author.
    *   The committee discussed the purpose of having the course description and course comparability, which is useful for universities and public usage. Eileen shared information about transfer and course descriptions in the catalog, such that the university is the audience, and they will know if a course is comparable based on CID and articulation. Nikki shared that the eLumen course outline of record contains elements (fields) that are viewable by students, universities, the public, and articulation officers, which certain information does not need to be in the course description.
    *   This committee discussed the BIOSC course, more so having concerns about the course description being viewable for different audiences, and the rationale for different people having viewing access without being educated on what they are viewing, e.g., students. Nikki recommends that certain information that was part of the course description, e.g., honors course be included as a meeting note. This may be a future agenda item to follow the ASCCC guidelines. Natalie recommended developing model language for the departments/faculty to follow as they continue adopting new processes using eLumen. Also, the meta measure may also impact how to publicize the course description in the catalog. Moving forward, Natalie suggested that the committee move forward with the current process in consideration to make updates with processes as things are evolving to develop a catalog description. "Don't allow perfection to be the enemy of the good," and add the continuation of this discussion as a future agenda item.
    *   Cindy shared with the committee with regards to the GE tech review process and what she has done to review the courses as meeting GE requirements, thus making notes and comments for the curriculum committee to review.
    *   Tess questioned the requisite section in eLumen and whether things noted should be part of the "and" vs "or" textboxes. Nikki shared the eLumen requisite grouping process and how the textbox is used in relation to the and/or.
    *   There was a recommendation made that the committee can view the COOR in eLumen several different ways, the Library being one. Morgan will make a tutorial video for the committee.
    *   The committee agreed not to advance course in eLuemen until all the elements are approved – COOR, prerequisite, and online addendum.
        Action: Approved (M/S: Goff/Shideler); abstain Turrigiano

BIOSC 20 (Prerequisite)
Action: Approved (M/S: Goff/Nogarr); abstain Shideler, Turrigiano, and Gunder

- Cindy questioned if the correct GE box is checked? Nikki shared that she will work with Cindy to implement the new GE module structure in eLuemen for the GE information to appear.

BIOSC 20 (Online Addendum)
The information was unavailable for the committee review
    Action: Tabled

ENGL-221 (COOR)
    Action: Approved (M/S: Nogarr/Olgin); abstain Turrigiano

ENGL-221 (Prerequisite)
    Action: Approved (M/S: Shideler/Goff); abstain Turrigiano

ENGL-221 (Online Addendum)
    Action: Approved (M/S: Nogarr/Shideler); abstain Turrigiano

French-061 (COOR)
    Christina questioned the sample assignments for lab and hours by arrangement (HBA), which actually is lecture. Clarification is needed whether this information should be part of another area. Nikki recommended moving the information to the other box. The committee discussed the appropriateness of making changes. In relation to what's required in the boxes, reading, writing, and critical thinking must-have information to meet Title 5 requirements, whereas all the other boxes can be left blank. In this case, the information pointed out as an error can be moved from HBA to the other section field. The final decision was to amend as a minor edit by curriculum, and move HBA to the other box and follow-up with the department chair, Victor Coronado.
    Action: Approved with amendments (M/S: Bearden/Gunder); abstain Turrigiano and Goff

French 61 (Prerequisite)
    Error: old form attached - Morgan provided the recent attachment for the committee review. Remove WebCape in the eLumen prerequisite area – cannot charge students for exams.
    Action: Approved (M/S: Gunder/Goff); abstain Turrigiano

French 61 (Online Addendum)
    Action: Approved (M/S: Shideler/Wilkins); abstain Turrigiano

ITAL-060 COOR	**SPAN-051 Prereq**
Action: Tabled	**Action:** Tabled
ITAL-060 OA	**SPAN-052 OA**
Action: Tabled	**Action:** Tabled
SPAN-051 COOR	**SPAN-053 COOR**
Action: Tabled	**Action:** Tabled

SPAN-Prereq
Action: Tabled

SPAN-OA
Action: Tabled

6. **Programs**
   ADT Law, Public Policy, and Society for Transfer Degree
   Edits: remove template instructions/footer, remove ADT philosophy, and extra #2. Morgan shared edits can be sent to Eileen and her, and to make the changes on via the SharePoint document. **Action**: Approved with minor edits (M/S: Goff/Bearden); abstain Veronica

   1. GE Committee Update - Cindy gave a GE update concerning the new GE model, which the committee no longer evaluate COORs as part of the new tech review process. The Chair is part of that tech review team, reviewing COORs if they fulfill the new guidelines. The new GE Implementations are underway and will be published to the community soon after. Any course submitted for GE is likely to meet the new model, including reading, writing, and critical thinking (RWCT). The previous GE model oversaw the assessment of RWCT, which is now under the preview of TLC as an assignment to look at all courses for meeting the RWCT requirement to fulfill Title 5. Additionally, interdisciplinary was removed and replaced with information literacy. The ethics and diversity requirement was kept as a requirement, and quantitative reasoning and scientific inquiry were added, so that science and math courses can meet the requirements too. In the past, math and science were outside of the LMC GE competency, yet transferred as GE courses. Overall, the GE model includes Universal Core area (RWCT), plus a selection from one additional area from the five options (human communication, quantitative reasoning, scientific inquiry, information competency, and ethics/diversity). Cindy shared some difficulties with locating information in eLumen, which Cindy and Nikki will work together to update the eLumen GE profile to include the new model. Additionally, Cindy and Morgan discussed having a GE Chair as part of the curriculum process, which is something the committee can think about in the future.
      - Tess questioned if there's a certain checkbox in eLumen and if the SLOs should reflect it. Nikki shared this something Nikki and Cindy will work on together.

7. Ethnic Studies - Tabled
8. Program Review Report - Tabled

Governance Committees
1. **Shared Governance**
2. **Articulation**
3. **Teaching and Learning Committee**
4. **Academic Senate**

Meeting dates
Fall 2020 October 14, November 4,18, December 2
Spring 2021:February 3,17, March 3,17, April 7,21, May 5
Adjourned at: 4:43 pm