

**Present:** Morgan Lynn, **Chair**, **Voting Faculty Members:** Thalia Bobadilla (*Communication*), Sepideh Daroogheha (*Mathematics*), Dann Gesink (*Career Education*), Christina Goff (*Librarian*), Scott Hubbard (*Distance Education Chair*), Syed Hussain (*Behavioral Sciences*), George Olgin (*English*), Randi Osburn (*Behavioral Sciences*), Camille Santana (*Counseling*), Tess Shideler (*Science*), Girlie Sison (*Science*), Penny Wilkins (*Business and Management*), **Non-Voting Members:** Rachel Anicetti (*Career & Transfer Manager*), Armon Gonzalez (LMCAS Student), Rikki Hall (*Director of A&R*), Aprill Nogarr (*Interim Dean of Instruction: Liberal Arts*), Ryan Pedersen (*Dean of Instruction: Math and Sciences*), Adrianna Simone (*GE Chair*), Grace Villegas (*Academic Scheduling Specialist*), Eileen Valenzuela (*Articulation Officer*) and Shondra West (*Note-taker*)

**Absent:** Natalie Hannum (*Vice President of Instruction*) and Star Steers (*Communication Faculty*)

**Guests:** Louie Giambattista (Computer Science Faculty) and Luis Zuniga (Music Faculty)

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**Meeting called to order:** 2:33 pm

**Location:** Zoom Meeting

## **CURRENT ITEMS**

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### **1. Announcements & Public Comment:**

- DE committee removed the emergency checkbox on the online addendum form because the state MOU to offer courses remotely due to COVID is ending as of Spring 2022.

### **2. Approval of the Agenda**

**Action:** Approved (M/S: P. Wilkins/G. Olgin); unanimous

### **Approval of the Minutes: November 3, 2021**

**Action:** Approved (M/S: C. Goff/S. Hussain); Abstain D. Gesink and V. Wolf

### **3. Standing Item: Articulation Update** – E. Valenzuela gave an update based on the written report provided to the committee as it relates to curriculum documents submitted to the governing board, state CID approval, and program updates received from the state.

### **4. Cross Listing Procedure**

The committee discussed developing a cross-listing procedure. M. Lynn shared a document of different procedures: cross-listing procedures at other colleges and LMC's current cross listing procedure. M. Lynn shared that the purpose of developing a procedure bringing forth clarity. In the schedule of classes, courses are denoted with which they are cross-listed with. There was discussion about having departments present a proposal for a cross-listing course to the curriculum committee, considering using a form and outlining the minimum qualifications for departments to develop an MOU of who can teach the course. The committee discussed the number of disciplines listed, and should a course with two prefixes have one discipline, is there a need to collaborate with other departments. There was further discussion about how students use a cross-listed course to fulfill program/transfer requirements. Cross-listing is not a Title V concern more so an institutional responsibility. The committee discussed the idea of developing a form that would be potentially brought to the curriculum committee to approve cross-listed courses. M. Lynn provided an example of a cross-listed course that currently exists and the rationale for it. The committee discussed the challenges with cross-listing courses and how they are intended to meet specific program requirements for a particular department, e.g., Math statistics vs. psychology statistics, whereas math statistics meets several programs and transfer requirements compared to psychology statistics meets the psych degree requirements. A question was asked about the intent of today's conversation is to develop a cross-listing procedure. There was concern expressed about course ownership, such that do two departments have the entitlement of the course. M. Lynn will ask Academic Senate for clarity about the intent of developing the procedure.

**5. Consent Agenda**

Action: Approved with changes (M/S C. Goff/G. Olgin); Unanimous

- Pulled MUSIC-30A, ENGL-085, and SJS 110 (need the SJS OA)

**5a. Pulled items for discussion**

- **ENGL-085 - Action:** Tabled - the advisory section was questioned about removing eligibility of English 100
- **Music 30A – Action:** Approved to include an inactivation notification. (M/S: C. Goff/T. Shideler)

**6. New Course Outlines**

- **ENGL-083N – Action:** Tabled. The course is noted as non-credit which the hours should be removed. The discipline list was questioned. Overall this course is missing the class max form, elaborating the rationale, updating the new course form to include the program, and fixing minor typos.
- **ENGL-085N – Action:** Tabled.
- **BUS-129 Action:** Approved (M/S: P. Wilkins/C. Goff); unanimous  
**OA Action:** Approved (M/S: C. Goff/P. Wilkins); unanimous

**7. Existing Course Outlines**

**ART-042** question was asked about adding the art courses as elective to the ADT; however, this requires separate paperwork submitted to the curriculum. **Action:** Approved (M/S: C. Goff/T. Shideler); unanimous

**ART-060 Action:** Approved (M/S: C. Goff/P. Wilkins); unanimous

**ART-061 Action:** Approved with addition of textbook justification (M/S: C. Goff/T. Shideler); unanimous

**ART-062 –** Remove ENGL-095 advisory from the course. Will ask the originator about replacing the advisory with another course. **Action:** Tabled

**ART-063 –** CSLO2 correction needed – remove the wording beginning as an intermediate course. **Action:** Tabled

**BUS-091** this course is in stage four. **Action:** Tabled; **OA Action:** Tabled

**ENGL-230 Action:** Approved (M/S: C. Goff/P. Wilkins); unanimous **Prerequisite Action:** Approved (M/S: C. Goff/C. Santana); unanimous  
**OA Action:** Approved (M/S: C. Goff/C. Santana); unanimous

The committee discussed modifications needed for the music courses, adding/updating the textbook section. Recommendation: Add a justification for using the course materials and using a textbook older than five years. Updates needed in the assignment area between 40 and 41 to reflect the courses are different. An idea was proposed to offer the course as A, B, and C courses or add the wording beginning to intermediate. Add the CSLOs to the assignments. L. Zuniga proposed inactivating MUSIC 041.

**MUSIC-040 and OA - Action:** Tabled

**MUSIC-041 and OA - Action:** Tabled

**MUSIC-052 and OA - Action:** Tabled

**TRAVL-131 Action:** Approved (M/S: C. Goff/P. Wilkins); unanimous; **OA Action:** Approved (M/S: C. Goff/P. Wilkins); unanimous

**The math unit value/course content was not changed. The course lecture/lab hours were adjusted to meet state requirements. Some math courses are being reviewed to meet the five-year update.**

**MATH-026 Action:** Tabled prerequisite is not agendized. The forms are dated, 2016

**MATH-027** Other instructional materials area has duplicated information. Question if the

department would like to keep LMC Canvas module statement. Add GESLO mapping to the CSLOs. **Action:** Tabled

**MATH-029 Action:** Approved with addition of GESLO mapping to the CSLOs (M/S: C. Goff/ S. Daroogheha); unanimous

**MATH-030 Action:** Approved with addition of GESLO mapping to the CSLOs (M/S: C. Goff/S. Daroogheha); unanimous

**Remaining math items are tabled until the next meeting**

**MATH-110**

Prerequisite Math 27, 110s, 29, 30

**MATH-110S**

Co-requisite Math 110

**MATH-155**

Co-requisite (Math-155S, prerequisite Math 30, 29, 26)

**MATH-155S**

Co-requisite Math 155

**MATH-160**

Prerequisite Math-210

**MATH-210**

Prerequisite Math 26, 155

**MATH-120**

Prerequisite Math 029, 30, co-requisite Math

**MATH-140**

Prerequisite Math 30, 29, co-requisite Math 140s

**MATH-220**

Prerequisite Math 210

**MATH-230**

Prerequisite Math 220

**MATH-240**

Prerequisite Math 220

**MATHH-250**

Prerequisite Math-220

**8. Voting Procedure – Tabled**

**Standing Items**

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| <ol style="list-style-type: none"> <li>1. Shared Governance Committee</li> <li>2. Teaching &amp; Learning Committee</li> <li>3. Academic Senate</li> </ol> | <ol style="list-style-type: none"> <li>4. Strategic Enrollment Management</li> <li>5. Distance Education Update</li> </ol> |
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Adjourned at: 4:34 pm

**Future Curriculum Meeting Dates:**

**Fall 2021:** December 1

**Spring 2022:** February 2, 16 March 2, 16, April 6, 20 May 4, 18