<u>Present</u>: Morgan Lynn*, Chair, <u>*Voting Faculty Members*</u>: Thalia Bobadilla (*Communication*), Sepideh Daroogheha (*Mathematics*), 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*), Star Steers (*Communication*) Penny Wilkins (*Business and Management*), <u>*Non-Voting Members*</u>: Rachel Anicetti (Career & *Transfer Manager*), 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*)

<u>Absent</u>: Dann Gesink (*Career Education*), Natalie Hannum (*Vice President of Instruction*), and Von Wolf (*Brentwood Math*);

<u>Guests</u>: William Cruz (PTEC Faculty), Paula Gunder (ESL Faculty), and Luis Zuniga (Music Faculty)

_____

Meeting called to order: 2:30 pm
Location: Zoom Meeting
CURRENT ITEMS

_____

1. <u>Announcements & Public Comment:</u>
    - none
2. <u>Approval of the Agenda</u>
Action: Approved with changes (M/S: C. Santana/T. Shideler); unanimous
    - Remove all math courses

    <u>Approval of the Minutes: October 20, 2021</u>
    Action: Approved (M/S: T. Shideler/C. Santana); unanimous

3. <u>Standing Item: Articulation Update</u> - No update

4. <u>Programs</u>
    Eileen shared that the program audit consisted of comparing the college programs against what's approved by COCI. The programs listed on agenda is seeking approval from the committee for program listing consistencies with the Chancellor's Office Curriculum Inventory COCI, e.g. Business Program.
    - AA Acting **Action**: Approved (M/S: C. Goff/P. Wilkins); abstention G. Sison
    - AA Graphic Communication **Action**: Approved (M/S: C. Goff/T. Shideler); unanimous
    - AS Accounting **Action**: Approved (M/S: P. Wilkins/T. Shideler); abstention G. Sison
    - AS Automotive Technology **Action**: Approved (M/S: T. Shideler/C. Santana); abstention G. Sison
    - AS Manage **Action**: Approved (M/S: P. Wilkins/T. Shideler); abstention G. Sison
    - AS Small Business **Action**: Approved (M/S: P. Wilkins/T. Shideler); abstention G. Sison
    - AS Engineering **Action**: Approved (M/S: C. Goff/P. Wilkins); abstention G. Sison
    - COA Accounting **Action**: Approved (M/S: P. Wilkins/T. Shideler); abstention G. Sison
    - COA Auto tech **Action**: Approved (M/S: P. Wilkins/T. Santana); abstentions G. Sison and T. Shideler
    - COA Management & Supervision **Action**: Approved with change (correct title) (M/S: P. Wilkins/T. Shideler); abstention G. Sison
    - COA Small Business **Action**: Approved (M/S: P. Wilkins/T. Santana); abstention G. Sison
    - COA Graphic Communications **Action**: Approved (M/S: T. Shideler/C. Goff); unanimous
      This program requirements listed on the form is different than the catalog. However, the department submitted an update to include an addition to the program and the catalog that exists is an older version.
5. <u>Consent Agenda</u>
    Action: Approved with changes (M/S C. Goff/P. Wilkins); Unanimous
    - Remove CHDEV 090

6. New Course Outlines

ESLN-001 Action: Approved with edits to instructional materials (M/S: C. Goff/T. Santana); unanimous The committee discussed and agreed to change the instructional materials. In addition, the hours were discussed if the amount is appropriate for the class. Revision applied to ESLN 002 and 003.	ESLN-001 Online Addendum Action: Approved (M/S: C. Goff/C. Santana); unanimous
ESLN-002 Action: Approved with edits to instructional materials (M/S: C. Goff/T. Santana); unanimous	ESLN-002 Online Addendum Action: Approved (M/S: C. Goff/C. Santana); unanimous
ESLN-003 Action: Approved with edits to the instructional materials (M/S: C. Goff/T. Santana); unanimous	ESLN-003 Online Addendum Action: Approved (M/S: C. Goff/C. Santana); unanimous
HUMAN-060 Action: Approved (M/S: C. Goff/G. Olgin); unanimous	HUMAN-060 Online Addendum Action: Approved (M/S: C. Goff/G. Olgin); unanimous
ENGL-083N - Tabled Morgan provided rationale for offering the non-credit version of the credit course of 83 and 85. The committee discussed the timeframe when non-credit courses can be offered being that they are approved as part of a program before offering the courses. The committee suggested tabling the item.	ENGL-085N -Tabled Refer to ENGL-083N comments regarding this course.

7. Existing Course Outlines

Items Tabled: • ART-042 (online addenda unchanged) • ART-060 (online addenda unchanged) • ART-061 (online addenda unchanged)	• ART-062 (online addenda unchanged) • ART-063 (online addenda unchanged) • EDUC-100, online addenda • ENGL-085, online addenda

PTEC-024
Action: Approved (C. Goff/T. Shideler); unanimous
	• PTEC-024 prerequisites PTEC 009
	  Action: Approved (M/S: C. Goff/T. Shideler); unanimous
	• PTEC-024 prerequisites PTEC 010
	  Action: Approved (M/S: C. Goff/T. Shideler); unanimous. The committee agreed to delete the perquisite language in eLumen because it had unrelated information, and replaced with the requirements.
	• PTEC-024 corequisites CHEM-006
	  Action: Approved with changes (delete the additional language in the requisite fields) (M/S: C. Goff/T. Shideler); unanimous. The committee agreed to delete the perquisite language in eLumen because it had unrelated information, and replaced with the requirements.

PTEC-025	• PTEC-025 prerequisites PTEC 009, Action: Approved (M/S: C. Goff/T. Shideler); unanimous

Action: Approved (M/S: C. Goff/C. Santana); unanimous	• PTEC-025 prerequisites PTEC 010 **Action**: Approved (M/S: C. Goff/T. Shideler); unanimous • PTEC-025 corequisites CHEM-006 **Action**: Approved with changes (complete the blank corequisite field) (M/S: C. Goff/T. Shideler); unanimous
PTEC-044 **Action**: Approved (M/S: C. Goff/T. Shideler); unanimous	• PTEC-044 prerequisites CHEM-006, **Action**: Approved (M/S: C. Goff/T. Shideler); unanimous • PTEC-044 prerequisites PTEC-027 **Action**: Approved (M/S: C. Goff/T. Shideler); unanimous • PTEC-044 prerequisites 035 **Action**: Approved (M/S: C. Goff/T. Shideler); unanimous • PTEC-044 corequisites PTEC-007 **Action**: Approved (M/S: C. Goff/T. Shideler); unanimous • PTEC-044 corequisites PTEC-012 **Action**: Approved (M/S: C. Goff/T. Shideler); unanimous • PTEC-044 corequisites PHYS-015 **Action**: Approved (M/S: C. Goff/T. Shideler); unanimous
NUTRI-055 **Action**: Approved with edits (M/S: C. Goff/C. Santana); unanimous	NUTRI-055 Online Addendum • **Action**: Approved (M/S: C. Goff/T. Shideler); unanimous

1. **Cross Listing Procedure** – M. Lynn shared that the Senate asked that the curriculum committee to discuss developing a cross-listing procedure. M. Lynn spoke with different departments that offer cross-listing courses to understand the methodology, whereas English and Social Justice have an MOU regarding their cross-listed courses and other areas have an informal process. M. Lynn drafted a cross-listing procedure for the committee to review and provide feedback. One of the concerns was addressing the reason for departments to discuss with other departments when offering courses that may overlap in content with other departments. M. Lynn asked the committee about sharing their thoughts on developing a cross-listed process. The committee continued to discuss the matter, whereby the policy should focus on cross-listed courses whenever similar content is being offered between two departments and how to prevent it. M. Lynn clarified the intent of developing an overall cross-listing policy for the college that speaks to a process. The committee agreed to bring the topic back at the next meeting for further discussion to address: whether it is indeed the curriculum purview or Senate to develop the policy, whether the college should offer a policy, and what the policy should consist of.

8. Voting Procedure – Tabled

Standing Items - Tabled	
1. Shared Governance Committee	4. Strategic Enrollment Management
2. Teaching & Learning Committee	5. Distance Education Update
3. Academic Senate	

Adjourned at: 4:39 pm

Future Curriculum Meeting Dates:
Fall 2021: November 17, December 1
Spring 2022: February 2, 16 March 2, 16, April 6, 20 May 4, 18