

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*), Star Steers (*Communication*) Penny Wilkins (*Business and Management*), Von Wolf (*Brentwood Math*); **Non-Voting Members:** Rachel Anicetti (*Transfer*), Rikki Hall (*Director of A&R*), Natalie Hannum (*Vice President of Instruction*), Kristin Lima (*Dean of Instruction: Career Education*), 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: Marci Lapriore (*PSLO/CSLO Coordinator*)

Guest: Ty Carriere (*Art Faculty*) and Nick Nabas (*Art Faculty*)

Meeting called to order: 2:36 pm

Location: Zoom Meeting

CURRENT ITEMS

1. **Announcements & Public Comment:**

- Academic Senate has available positions: President and Vice President
- COOR updates are acceptable a few days past the deadline; however, those that are past due more than a semester requires a follow up from administration (Deans)
- Remind students about the COVID-19 vaccination clinic coming soon
- Camille Santana and Star Steers new members approved by Academic Senate

2. **Approval of the Agenda**

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

- Table item 7
- Make edits during the committee review for item 6

Approval of the Minutes: September 1, 2021

Action: Approved (M/S: G. Olgin/T. Shideler); abstain: S. Steers

3. **Standing Item: Articulation Update**

Eileen provided an update:

- CID changes for BIOSC 020 (190)
- Three Art courses were denied for CID approval
- No updates concerning the seven ADTs submitted previously for state approval
- Program revisions are ongoing; aligning the accuracy of degree requirements against the catalog and COCI

The committee discussed the business degree regarding the addition of a math requirement. However, the current TMC does require math, and no updates are needed. The committee discussed transfer universities accepting the ADT Business 2.0 instead of the ADT Business major. Currently, LMC's ADT Business 2.0 is pending state approval, which the ADT Business degree will be inactivated afterward. The committee discussed whether students are impacted by the Business degree program changes, which the students are guaranteed catalog rights to complete the courses listed during that specific year. New students are subjected to the new requirements. Not to mention some universities will accept the ADT business degree until a certain point. The committee discussed students speaking with their counselor

regarding meeting the requirements. The transfer center will communicate the changes to the business students.

4. **Consent Agenda**

- **SIGN-051** -

Action: Approved (M/S: S. Hubbard/P. Wilkins); unanimous

5. **New Course Outlines**

The committee discussed voting options and concluded that discussion should occur before the vote. Inasmuch, the COOR, pre-requisite, and online addendum are the items agendized, not the class max or new course form.

<ul style="list-style-type: none"> • ART-034 Action: Approved (M/S: G. Olgin/T. Shideler); abstain G. Sison • Online Addendum Form Action: Approved (M/S: T. Shideler/P. Wilkins); unanimous 	<ul style="list-style-type: none"> • ART-087 Action: Tabled. The committee questioned the course discipline, textbook (software), new course form #8 (elective) vs. belonging to a course sequence, course description, and the arrangement of the CSLOs, assignments, and assessment. Morgan will work with Ty to make the revisions noted by the committee. Consider the required software as instructional material. • Online Addendum Form Action: tabled
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6. **Programs**

<p>Skill Certificate Approval</p> <ul style="list-style-type: none"> • Home-Based Travel Specialist (Revision) The committee recognized the omission of the certificate course listing. Action: Tabled 	<p>Skill Certificate Approval</p> <ul style="list-style-type: none"> • Travel marketing – Level I (Revision) The committee recognized the omission of the certificate course listing. Action: Tabled
<p>AS Degree</p> <ul style="list-style-type: none"> • Travel Marketing (Revision) Action: Tabled 	<p>Certificate of Achievement</p> <ul style="list-style-type: none"> • Travel Marketing (Revision) Action: Tabled

7. LMC GE – Tabled

8. ISLO Update – M. Lynn provided an update as the curriculum representative on the ISLO core group. M. Lynn gave a historical perspective of the intent of institutional student learning outcomes (ISLO) and the purpose of the ISLO core group in developing the language and criteria. M. Lynn asked the committee if anyone is interested in serving the ISLO core group in replace of the curriculum chair. Moving forward, M. Lynn will provide the committee an update at each meeting as a standing item.

Additional Committee Discussion: M. Lynn asked the committee about their thoughts on placing items as part of the consent agenda for efficiencies purposes. The committee discussed several options, which

items that require discussion wouldn't be placed there. Items placed on the consent agenda are minor changes. The discussion continued about reviewing COORs in detail and placing them on the consent agenda. The concern is that things may get overlooked, especially with the new members learning the process. The committee agreed minor changes constitute consent agenda items (textbook), opposed to major changes would not. However, anything on the consent agenda that requires additional discussion can be pulled from it.

Standing Items

1. **Shared Governance Committee** – M. Lynn gave an update. The enrollment is down statewide, impacting the funding formula, and the district is on hold harmless. RAP proposal request is open for submission.
2. **Teaching & Learning Committee** – no updates
3. **Academic Senate** – President and Vice President positions are open. Mark Lewis and Louie Giambattista will become Co-Presidents for the Fall 21 semester until the vacancies are filled for Spring 22. George Olgin is the AS financial Officer. Another highlight AS endorsed the FCCD council recommendation on the ethnic studies workgroup, and more information is available on their website. Adrianna Simone is a lead on the workgroup and is available for more information about it and as a liaison. The Brown Act public meeting waiver ends 9/30.
4. **Strategic Enrollment Management** – N. Hannum shared she's taking on the eLumen role that Nikki Moultrie took on. More information to come as conversations are being shared about the eLumen process. R. Pedersen shared the creation of an annual scheduling process for Fa22-Sp23. The idea is to look at the number of sections, times, and day offerings currently available and then use that information to develop an annual schedule. The goal is to schedule earlier (annually) for when classes are available to benefit students in particular; counselors can help students plan out their schedules. A prototype will be presented to the committee at a later date.

5. **Distance Education Update** – first meeting scheduled for next week.

Adjourned at: 4:31 pm

Future Curriculum Meeting Dates:

Fall 2021: September 1, 15, 29, October 6, 20, November 3, 17, December 1

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