

| Curriculum Committee Meeting Roll Call                      |   |   |   |  |
|---|---|---|---|--|
| Date: 08/28/2023  |   | Time: 2:00 p.m. to 4:00 p.m.                            |   | Location: PS 217                                       |
| Call to Order: 2:03 p.m.                                    |   | Adjournment: 4:03 p.m.                                  |   | Quorum: 13   |
| <input type="checkbox"/> Anthony Ababat                     | <input type="checkbox"/> Kathryn Adams              | <input type="checkbox"/> Samuel Addington               | <input type="checkbox"/> John Banola                  | <input checked="" type="checkbox"/> Elizabeth Banuelos |
| <input checked="" type="checkbox"/> Melita Caldwell-Betties | <input checked="" type="checkbox"/> Mary Copeland*  | <input checked="" type="checkbox"/> Ginny Evans-Perry   | <input checked="" type="checkbox"/> Fernando Gomez    | <input checked="" type="checkbox"/> Todd Heibel        |
| <input checked="" type="checkbox"/> Leticia Hector          | <input checked="" type="checkbox"/> Jamie Herrera   | <input checked="" type="checkbox"/> Dina Humble (Chair) | <input checked="" type="checkbox"/> Denise Knight     | <input checked="" type="checkbox"/> Keith Lee          |
| <input type="checkbox"/> Steven C. Lee                      | <input type="checkbox"/> Breanna Lopez              | <input checked="" type="checkbox"/> Micah Martin        | <input checked="" type="checkbox"/> David Martin      | <input type="checkbox"/> Matthew Robles                |
| <input type="checkbox"/> Daniele Smith-Morton               | <input checked="" type="checkbox"/> Nori Sogomonian | <input checked="" type="checkbox"/> Janice Wilkins*     | <input checked="" type="checkbox"/> Kay Dee Yarbrough | <input type="checkbox"/> Student Reps. (2)             |
| <b>Guests:</b>  | Thomas Berry  | Davena Burns-Peters                                     |   |  |
|   |   |   |   |  |

\*Co-chair - In the event of a tie vote, discussion will be re-opened, followed by a second vote. If the tie still persists, the Curriculum Co-Chairs shall cast the deciding vote.

| Agenda Items        |   |
|---------------------|---|
| <b>New Business</b> | <p><b><u>2023/2024 Curriculum Annual Training</u></b><br/>Janice Wilkins and Mary Copeland introduced themselves as the new co-chairs of the Curriculum Committee.</p> <p><b>Layers of Guidance:</b> Curriculum Committee is bound by different layers of guidance. Ed Code, Title 5, Chancellor's Office (PCAH), ASCCC papers and reference guides.</p> <p><b>Curriculum is 10+1:</b> Under the purview of the Academic Senate, under Title 5, curriculum is given the authority to approve curriculum, including prerequisites and placing courses in disciplines, and determining degree and certificate requirements.</p> <p><b>Addressing IDEAA (or DEIAA):</b> A <a href="#">handout</a> was created to help members of the Curriculum Committee review courses to include IDEAA. We must keep in mind that including IDEAA is not going to be the same for each course, so we should look at all courses individually. This handout has examples of courses that have previously been approved and can serve as a resource for faculty in developing/modifying curriculum.</p> |

The Curriculum Committee recommends that the pre-requisites and co-requisites approved be re-evaluated in the next 2-3 years by the appropriate departments/programs to ensure student success. Note: Committee members are voting on all Proposals, Requisites, Advisories, and Distance Education.

### Agenda Items

**Articulation Reminders:** There is a lot to keep in mind when reviewing courses for articulation, rely on the Articulation Officer (Janice Wilkins) as a resource when creating courses for transfer. The Articulation Officer is the discipline expert when it comes to reviewing and updating transfer degrees, as well.

**Types of Curriculum:** Janice shared a slide showing the different types of curriculum. We typically have credit and noncredit courses. We have local and transfer degrees, and we have certificates of varying units.

**What Typically Happens in Committee Review:** We have Curriculum Technical Review and Full Committee Review. In Tech Review, we look at data, compliance, and consistency. In the Full, we look at the appropriateness of the content, objectives, SLOs, assignments, etc. Specific to the discipline. The only thing that determines the discipline of the course is the course content.

**Curriculum Committee Responsibilities:** The Curriculum Committee should be reviewing curriculum in their queue to ensure local and state compliance. Make comments on all proposals in your queue in Meta. Assist faculty with curriculum related questions. Regularly attend Curriculum Committee meetings and participate in curricular-related discussions. Vote at each Curriculum Committee in person meetings. If you cannot attend, assign/find a proxy to vote in your place.

**Curriculum Committee Members Ensure:**

- Quality and accuracy of the curriculum.
- Our approvals meet the expected state, local, and transfer standards.
- We uphold the requirements for apportionment.
- We uphold the accreditation standards specifically Standard II.A.3
- All of the above are elements to look for in the COR.

**Working with Faculty:** The Curriculum Chair and AO are incredible resources of information for you, faculty, and the Curriculum Committee. When it comes to General Education, Transfer Degrees, and just overall course transferability, the AO is the discipline expert.

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**Agenda Items**

Curriculum belongs to the college, not a respective discipline. Faculty tend to only look at their CORs when they are in curriculum review or want to create a new course (or remove a course). How do curricular changes affect other disciplines, students, and the college?

**What to look for when Reviewing Curriculum:** The Chancellor's Office is looking for Appropriateness to Mission, Need, Curriculum Standards, Adequate Resources, and Compliance.

**Managing Conflict:** Get comfortable with conflict, it can be productive or destructive depending on how it's handled. Remain impartial and remember that you are representing the faculty of your college, not just one area. You can't make everyone happy, work with all parties to try and reach a solution that meets as many interests as possible. Anticipate and preempt what conflicts could arise. Safe spaces and open dialogues when you are leaning towards no. Voting.

**Looking Forward - Legislation Implementation and Curriculum Institute Takeaways:** AB928, goes into effect Fall 2025. Updates to Associate Degree Requirements, aligning with Cal-GETC. AB1111, Common Course Numbering.