

Curriculum Committee Meeting Roll Call				
Date: 9/18/2023		Time: 2:00 p.m. to 4:00 p.m.		Location: Via Zoom
Call to Order: 2:04 p.m.		Adjournment: 3:21 p.m.		Quorum: 13
<input type="checkbox"/> Anthony Ababat	<input type="checkbox"/> Kathryn Adams	<input checked="" type="checkbox"/> Samuel Addington	<input checked="" 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 type="checkbox"/> Kristina Heilgeist	<input type="checkbox"/> Jamie Herrera	<input checked="" type="checkbox"/> Dina Humble (Chair)	<input checked="" type="checkbox"/> Denise Knight
<input checked="" type="checkbox"/> Keith Lee	<input checked="" type="checkbox"/> Steven C. Lee	<input type="checkbox"/> Breanna Lopez	<input type="checkbox"/> Micah Martin	<input checked="" type="checkbox"/> David Martin
<input checked="" 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"/> Vinnie Wu
<input checked="" type="checkbox"/> Kay Dee Yarbrough	<input type="checkbox"/> Student Reps. (2)			
<b>Guests:</b>	Samantha Homier	Anthony Castro	Stephanie Lewis	Davena Burns-Peters
	Thomas Berry			

\*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 Chair shall cast the deciding vote.

Agenda Items	
<b>VPI Report (Dr. Dina Humble)</b>	<p><b>Baccalaureate Degree Updates:</b> Last week, we resubmitted our application for the Water Resources Management Bachelor of Arts Degree and will know by December 31<sup>st</sup> whether our application was approved. There were no changes to the curriculum of the program, and using the checklist provided by the 4-years, we were able to provide a more thorough analysis proving this program is not duplicated across the state.</p> <p><b>Outcomes:</b> We are excited to announce that Thomas Berry has recently taken over as Outcomes Faculty Lead! Recently, the ACCJC has updated the standards on outcomes assessment, and we now need to incorporate how our resource allocations align with our outcomes. This will allow us to complete the loop ensuring we are assessing how allocated resources serve our mission, vision, and goals. Our Midterm Report is due next October, and we need to make sure we are in compliance with those standards at that time.</p>
<b>New Business</b>	<p><b>Dashboard Training:</b> Samantha Homier gave a training on how to use our data dashboards and showed the Committee which reports will help when approving curriculum. Here's a link to the dashboards: <a href="https://www.valleycollege.edu/about-sbvc/offices/office-research-planning/reports/dashboards/index.php">https://www.valleycollege.edu/about-sbvc/offices/office-research-planning/reports/dashboards/index.php</a></p> <p><b>Voting:</b> We are testing out different ways to vote in our Curriculum Committee meetings and Kay Dee Yarbrough asked the Committee to test out using Microsoft Forms. Creating a Form will allow us to track voting by downloading a spreadsheet showing who voted for each proposal. We will be moving forward using Forms for our votes in the event tracking is needed for certain proposals.</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

**DEIAA Discussion:** Mary Copeland and Janice Wilkins wanted to discuss with the Committee the best practices moving forward with adding DEIAA to our course outlines. Last week, we reviewed several CTE courses and encountered some difficulties with how to add DEIAA to courses that are more hands on. After some discussion, the Committee liked the idea of potentially holding workshops for CTE programs so discussions can happen at a broader level. The Committee also liked the idea of having one person designated to review DEIAA content, recommending that reassigned time be given to a faculty member to be in this role.

**DE Addendum Review:** The Distance Education Faculty Leads will be reviewing all DE Addendums prior to the Curriculum Committee meetings. All courses must be reviewed by a DE Faculty Lead before receiving approval from the Committee.

*The Courses listed below are for discussion and review only/this is a non-voting meeting:*

### Course Approval Action Items

Course ID:	Course Title:	Originator:	Proposal Type:	DE?	Notes/Comments:	Voting:
REALST 601	Exam Preparation: CA Licensing	M. Assumma	New Course	Y	DE Addendum Added/DE to review prior to full voting meeting.	
OCEAN 101	Elements of Oceanography	T. Heibel	Modification	Y		
<i>The Courses listed below are not up for voting at the next meeting; however, we intend to discuss DEIAA surrounding the courses listed below:</i>						
AERO 050						
AERO 050L						
AERO 611						
AERO 612						
AERO 613						
WELD 010						
WELD 012						
WELD 015						
WELD 016						
WELD 017						
WELD 027						
WELD 028						

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Course Approval Action Items						
Course ID:	Course Title:	Originator:	Proposal Type:	DE?	Notes/Comments:	Voting:
WELD 045						
WELD 046						
WELD 047						
WELD 060						

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Note: Committee members are voting on all Proposals, Requisites, Advisories, and Distance Education.*