



Curriculum Committee Meeting Minutes

March 24, 2020 ◦ 3:03 – 4:58 p.m. ◦ Zoom <https://cccconfer.zoom.us/j/96019482614>

FACILITATOR	Charles Otwell (Chair)
NOTE TAKERS	Elizabeth Page, Melissa Rowden
VOTING MEMBERS	Lori Cassidy, Marley Cervantes, Jamie Hitchings, Fred Judd, Mike Lannom (Vice Chair), Tabitha Liang, Dan Matulis, Charles Otwell (Chair), Lori Pullman, Eileen Tom, Leland Paxton, Manoj Wickremesinghe, Kiersten Muse (ASOCC)
NON-VOTING MEMBERS	Michelle Grimes-Hillman, Rodney Foster, Daniel Shrader, Elizabeth Page, Melissa Rowden
GUESTS	Courtney Anderson, Stanley Harriman, Melissa Jauregui, Leland Means, Heather Moreno, Loretta Obstfeld, Eliza Rubenstein, Dana Wheaton

Item 1: Welcome/Approval of Agenda & Minutes; General Discussion

TOPIC	PRESENTER	TIME ALLOTTED
Welcome, Approval of 3/24 Agenda, Approval of 3/10 Minutes	3/24/20 Agenda: Motion to Approve/Second: Michael Lannom / Lori Pullman. The motion carried unanimously. 3/10/20 Minutes: Motion to Approve/Second: Michael Lannom / Jamie Hitchings. The motion carried unanimously.	5 minutes
Curriculum Committee Handbook	Charles Otwell previewed the new CTE workflow document and requested feedback from the committee. The culturally responsive curriculum can possibly be added in the development creation of the COR, content, assignments, and evaluations. There is a rubric that has been emailed to the committee along with a link to Brigham Young's information . We may want to include some examples per Michelle Grimes-Hillman's direction. Charles and Manoj are currently working on the GE process.	5 minutes
LBCC Cultural Curriculum Audit	Charles Otwell discussed the audit program available this summer. He asked the committee for presentation suggestions to the Academic Senate and divisions. Leland Paxton stated that this could be a Flex Day presentation. Jamie Hitchings discussed having division meetings with consolidated touch points. Charles and the attendees will collaborate to create division, Flex Day, and Academic Senate presentations. Michelle Grimes-Hillman thanked the future participants and praised the discussion on deliverables. She asked for a follow up after a semester of	5 minutes

	<p>the new techniques being utilized in the classroom to gain momentum on campus. The event will provide examples for departments outside of the traditional disciplines. Charles Otwell stated there will be stipends for those that attend.</p>	
Credit for Prior Learning	<p>Charles Otwell discussed that Coastline is at the forefront with crosswalks for Joint Service transcripts and industry certifications. We have equivalent courses to Coastline but may not award the same credit.</p> <p>Michael Lannom will be serving on the Credit for Prior Learning Task Force.</p> <p>Candace Rose may be requested for a discussion with faculty.</p> <p>Leland Paxton asked for a follow up about the minimum and maximum class size being added to the COR. Charles stated that Coastline may be requesting this be added to the COR for contract education. This may not be a good idea but can see the pedagogical reason for faculty to weigh in about class size. There may be confusion between what is negotiated and what is recommended. Further discussion regarding this topic will take place at the Fall Curriculum Task Force meeting.</p>	5 minutes
Articulation Update	<p>Manoj Wickremesinghe should receive IGETC breadth approvals after spring break.</p>	5 minutes
Curriculum Staff Update	<p>Elizabeth Page stated that she is working through catalog changes and the low-unit narratives. The were directed studies course from ATHL, HTT, KIN, and MARA that have been updated and submitted to the state for approval.</p> <p>Melissa Rowden is completing a comparison audit of DE/ERT information with the google sheet and CurricUNET.</p> <p>Loretta Obstfeld was asked if ENGL A099 should or should not be degree applicable. The equivalent courses at Golden west and Coastline are not degree applicable. The state allows one level below transfer per Title 5 § 55062.The course outline states that it is degree applicable, but the state states it is not. Counseling and graduation are looking for</p>	5 minutes

	<p>clarification. The hours and units will need to be aligned and the course resubmitted if the course is to be applied to the local degree. The course has not been degree applicable at the state since 2008. It has been utilized toward to 60 units for the option 1 AA/AS. A decision will be made by the English department and brought back to the next meeting.</p>	
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Item 2: Consent Items: ALL DIVISIONS

Motion to Approve/Second – Michael Lannom / Lori Pullman **The motion carried unanimously.**

COURSE/PROGRAM	ACTION	EFFECTIVE TERM
1. ART A242 Advanced Sculpture New Media	OCC Course Suspension	Fall 2021
2. EMS A145 Emergency Medical Care – Pediatrics	OCC Course Suspension	Fall 2021
3. ESL A192 Advanced Academic Reading & Writing 3	Lab hours: 27 to 36, No unit change	Fall 2021
4. MARA A152 Boat Handling and Seamanship	Material Fee: \$26 to \$68 Assignments, Text	Fall 2021
5. MUS A122 Chamber Singers	CSLOs, Objectives, Content, Instructional Tech, Assignments, Meth of Eval	Fall 2021
6. Drone Photography Certificate of Achievement	Catalog description	Fall 2021
7. Drone Videography Certificate of Achievement	Catalog description	Fall 2021
8. Foreign Languages Associate in Arts	Adding FREN A180H, FREN A185H FREN A280H and FREN A285H; Removing VIET A280 and VIET A285	Fall 2021
9. Unmanned Aircraft Systems Certificate of Achievement	Catalog description, PSLOs, Career, Required core: Remove APT A151, CIS A160, CIS A177, CIS A263, Add APT A160, FILM A228, ELEC A100 Add Restricted electives: APT A151, APT A152, CIS A177, CIS A263, ELEC A111, ELEC A223, FILM A110, FILM A227, PHOT A180	Fall 2021

Item 3: Discussion Items: BUSINESS AND COMPUTING

COURSE/PROGRAM	ACTION	MOTION	EFFECTIVE TERM
10. MKTG A200 Retail E-Commerce Management	Adding Distance Ed Addendum, Text	Approve/Second – Fred Judd /Lori Pullman The motion carries unanimously.	Fall 2021
11. Business ADT	Aligning to new TMC template	Approve/Second – Fred Judd /Michael Lannom	Fall 2021



		The motion carries unanimously	
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Item 4: Discussion Items: CONSUMER AND HEALTH SCIENCES

COURSE/PROGRAM	ACTION	MOTION	EFFECTIVE TERM
12. DA A012 Health Occupations	New Course with Online Instruction	Motion to Table to 4/12/Second – Tabitha Liang /Eileen Tom The motion carries unanimously.	Fall 2021
13. DA A012 Health Occupations DE Addendum	DE Addendum	Motion to Table to 4/12/Second – Tabitha Liang /Eileen Tom The motion carries unanimously.	Fall 2021
14. ID A175 Applied Color and Design Theory	Adding Distance Ed Addendum, Assignments	Motion to Approve/Second – Tabitha Liang /Eileen Tom The motion carries unanimously.	Fall 2021

Item 5: Discussion Items: LITERATURE AND LANGUAGES

COURSE/PROGRAM	ACTION	MOTION	EFFECTIVE TERM
15. CMST A260 Organizational Communication	New Course with Online Instruction	Motion to Approve/Second – Marley Cervantes /Michael Lannom The motion carries unanimously.	Fall 2021
16. CMST A260 Organizational Communication DE Addendum	DE Addendum	Motion to Approve/Second – Marley Cervantes /Michael Lannom The motion carries unanimously.	Fall 2021
17. ELL A064N Advanced Academic Reading and Writing	New Course	Motion to Approve/Second – Marley Cervantes /Michael Lannom	Fall 2021

		The motion carries unanimously.	
18. English Language Learning for Transition to Academics Certificate of Competency	Restricted electives: Add ELL A064N; Hours 108 – 162 to 144 to 180	Motion to Approve/Second – Marley Cervantes /Michael Lannom The motion carries unanimously.	Fall 2021
19. ENGL A099 Confidence in Writing	Degree applicability	Motion to Table to 4/14/21 /Second – Marley Cervantes /Michael Lannom The motion carries unanimously.	Fall 2021
20. ENGL A161 World Literature Since Renaissance	Adding Hybrid DE Addendum	Motion to Approve/Second – Marley Cervantes /Michael Lannom The motion carries unanimously.	Fall 2021
21. ENGL A161 World Literature Since Renaissance Honors	Adding Hybrid DE Addendum	Motion to Approve/Second – Marley Cervantes /Michael Lannom The motion carries unanimously.	Fall 2021

Item 6: TECHNOLOGY

COURSE/PROGRAM	ACTION	MOTION	EFFECTIVE TERM
22. APT A160 Introduction to UAS Automation	New Course with Online Instruction	Motion to Approve/Second – Michael Lannom/Lori Pullman The motion carries unanimously.	Fall 2021

Item 7: VISUAL AND PERFORMING ARTS

COURSE/PROGRAM	ACTION	MOTION	EFFECTIVE TERM
23. MUS A223 Advanced Chamber Singers	New Course	Motion to Approve/Second –	Fall 2021



		Jamie Hitchings/Michael Lannom The motion carries unanimously	
24. MUS A015N Intermediate Orchestra for Lifelong Learners	New Course	Motion to Approve/Second – Jamie Hitchings/Lori Pullman The motion carries unanimously	Fall 2021

GUESTS:

ADJOURN: