



Curriculum Committee Meeting Minutes

April 14, 2021 ◦ 3:01 – 4:26 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, Elizabeth Page, Melissa Rowden
GUESTS	Melissa Jauregui, Heather Moreno, Loretta Obstfeld, Alexandra Yates

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

TOPIC	PRESENTER	
Welcome, Approval of 4/14 Agenda, Approval of 3/24 Minutes	4/14/21 Agenda: Motion to Approve/Second: Michael Lannom / Lori Pullman. The motion carried unanimously. 3/24/21 Minutes: Motion to Approve/Second: Michael Lannom / Lori Pullman. The motion carried unanimously.	
Curriculum Committee Membership	Charles Otwell announced that we have some members that terms are expiring. <ul style="list-style-type: none"> • Jamie Hitchings – Elected for Fall 2021 • Tabitha Liang – Elected for Fall 2021 • Fred Judd – Elected for Fall 2021 • Marley Cervantes – Elected for Fall 2021 Dan Matulis (Spring) and Jodie Legaspi (Fall)	5 minutes
Curriculum Committee Handbook	Charles Otwell presented new document for inclusion in the Curriculum Committee handbook Workflow for Career Education Programs Regional Consortia is not an approving body but are a recommending body. We will need LMI form the OC Center of Excellence, but other sources of LMI may be accepted. The levels of program submission were discussed. Manoj Wickremesinghe went over the OCC GE Processes and timelines for submission. Proposals for CSU & IGETC should be submitted by mid-November with decisions received in April. Faculty can submit the request via CurricUNET or Articulation form .	5 minutes

	The Curriculum Committee endorsed the addition of the Workflow of Career Education Programs and OCC GE process to be added to the Curriculum Committee handbook.	
LBCC Cultural Curriculum Audit	Charles Otwell asked if LBCC has reached out to anyone regarding the audit. Michelle Grimes-Hillman stated the they are going through administrative changes. Charles requested to meet with the group in the summer. The Glendale document was sent for reference. The representatives will work to implement culturally responsive curriculum.	5 minutes
Active Courses Not Scheduled	Charles requests the list be sent to the divisions and copy the deans. We should be offering active course and need clarification is the course should be suspended.	5 minutes
Articulation Update	Manoj Wickremesinghe stated that we are still awaiting GE results. Approvals are added to Assist by June 1 st once the course is approved.	5 minutes
Curriculum Staff Update	Elizabeth Page stated that it is catalog season. The catalog will be sent on Friday for review. Melissa Rowden	5 minutes

Item 2: Consent Items: ALL DIVISIONS

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

COURSE/PROGRAM	ACTION	EFFECTIVE TERM
1. MATH A155 Finite Mathematics with Applications	Objectives, Content, Text	Fall 2021
2. MRSC A121 Marine Intertidal Ecology	Catalog description	Fall 2021
3. MRSC A124 Ecology of the Gray Whale	Catalog description	Fall 2021
4. ANTH A110 Comparative Cultures	Course Retirement	Fall 2021
5. FASH A101 Intermediate Clothing Techniques 1	Course Retirement	Fall 2021
6. FASH A103 Intermediate Clothing Techniques 2	Course Retirement	Fall 2021
7. FSM A161 Basic Concepts in Sanitation	Course Retirement	Fall 2021
8. FN A146 Life Cycle Nutrition: Later Years	Course Retirement	Fall 2021
9. FN A196 Food Science Quality Control	Course Suspension	Fall 2021
10. HIST A141 History of the Americas 1	Course Suspension	Fall 2021
11. HIST A142 History of the Americas 2	Course Suspension	Fall 2021
12. HIST A145 History of Mexico	Course Suspension	Fall 2021
13. HTT A114 Communication Connection	Course Retirement	Fall 2021
14. HTT A115 Interviewing Techniques	Course Retirement	Fall 2021



15. HTT A116 Internship 1	Course Retirement	Fall 2021
16. HTT A120 Housekeeping/Prop Oper	Course Retirement	Fall 2021
17. HTT A129 Computer Reservation Systems - APOLLO	Course Retirement	Fall 2021
18. HTT A132 Cultural Awareness	Course Retirement	Fall 2021
19. HTT A133 Success Strategies	Course Retirement	Fall 2021
20. HTT A134 Computing for Hospitality, Travel, and Tourism	Course Retirement	Fall 2021
21. HTT A152 Corporate Travel	Course Retirement	Fall 2021
22. HTT A153 Selling Vacation Packages and Tours	Course Retirement	Fall 2021
23. HTT A154 Cruise Industry	Course Retirement	Fall 2021
24. HTT A155 Tour Escorting and Management	Course Retirement	Fall 2021
25. HTT A268 Incentive Travel	Course Retirement	Fall 2021
26. HTT A281 Leadership Development	Course Retirement	Fall 2021
27. HTT A282 Supervisory Skill Dev	Course Retirement	Fall 2021
28. HTEL A110 Front Office Operations	Course Retirement	Fall 2021
29. HTEL A130 Guest Services	Course Retirement	Fall 2021
30. ID A275 Interior Design Studio 4	Course Retirement	Fall 2021
31. MARA A140 Outrigger Canoeing	Course Retirement	Fall 2021
32. PSYC A140 Psychology of Adult Development	Course Retirement	Fall 2021
33. PSYC A175 Human Sexuality 2	Course Retirement	Fall 2021
34. PSYC A199 Current Topics in Psychology	Course Retirement	Fall 2021
35. RLST A125 Introduction to the Bible	Course Retirement	Fall 2021
36. RLST A180 The Bible as Literature	Course Retirement	Fall 2021

Item 3: Discussion Items: CONSUMER AND HEALTH SCIENCES

COURSE/PROGRAM	ACTION	MOTION	EFFECTIVE TERM
37. ALH A012 Health Occupations for Dental and Medical Assisting	New Course with Online Instruction	Motion to Approve/Second – Tabitha Liang /Michael Lannom The motion carries unanimously.	Fall 2021
38. ALH A012 Health Occupations for Dental and Medical Assisting Distance Education Addendum	Distance Education Addendum	Motion to Approve/Second – Tabitha Liang /Michael Lannom The motion carries unanimously.	Fall 2021



ORANGE COAST COLLEGE

39. Dental Assisting – Registered Certificate of Achievement	Add ALH A012	Motion to Approve/Second – Tabitha Liang /Michael Lannom The motion carries unanimously.	Fall 2021
40. Dental Assisting – Registered Associate in Science	Add ALH A012	Motion to Approve/Second – Tabitha Liang /Michael Lannom The motion carries unanimously.	Fall 2021
41. Medical Assisting CMMA Eligible Program Certificate of Achievement	Add ALH A012	Motion to Approve/Second – Tabitha Liang /Michael Lannom The motion carries unanimously.	Fall 2021
42. Medical Assisting CMMA Eligible Program Associate in Science	Add ALH A012	Motion to Approve/Second – Tabitha Liang /Michael Lannom The motion carries unanimously.	Fall 2021
43. DSGN A105 Design Careers and Lifestyles	Subject change to COS, Assigned Discipline	Motion to Approve/Second – Tabitha Liang /Michael Lannom The motion carries unanimously	Fall 2021
43 a. DSGN A105 Design Careers and Lifestyles DE Addendum	Distance Education Addendum	Motion to Approve/Second – Tabitha Liang /Michael Lannom The motion carries unanimously	Fall 2021
44. FSM A150 Principles of Quantity Food Preparation	Title change to Fundamentals of Food Production, Catalog description, Assigned disciplines, Material Fee: \$50 to \$150, CSLOs, Objectives, Content, Assignments, Meth of Eval, Text	Motion to Approve/Second – Tabitha Liang /Michael Lannom The motion carries unanimously	Fall 2021



45. FSM A275 Bar Management	Lab hours: 9 to 0, catalog description, Justification, Assigned discipline, Material fee: \$25 to 0, Req for Degree, CSLOs, Objectives, Content, Assignments	Motion to Approve/Second – Tabitha Liang /Michael Lannom The motion carries unanimously	Fall 2021
46. FSM A275 Bar Management Distance Education Addendum	Distance Education Addendum	Motion to Approve/Second – Tabitha Liang /Michael Lannom The motion carries unanimously	Fall 2021

Item 4: Discussion Items: LITERATURE AND LANGUAGES

COURSE/PROGRAM	ACTION	MOTION	EFFECTIVE TERM
47. ENGL A099 Confidence in Writing	Non-Degree applicable	Motion to Approve/Second – Marley Cervantes /Michael Lannom The motion carries unanimously	Fall 2021

Item 5: Discussion Items: MATHEMATICS AND SCIENCES

COURSE/PROGRAM	ACTION	MOTION	EFFECTIVE TERM
48. MRSC A120 Marine Aquarium Science	Catalog description, Unit alignment	Motion to Table until Fall 2021 – Lori Pullman/ The motion carries unanimously	Fall 2021

GUESTS:
ADJOURN: