



CURRICULUM COMMITTEE MEETING MINUTES

Voting Members Present: Shannon Davis (Chair), Alan Ainsworth, Laura Anderson, Robert Cabral, Graciela Casillas-Tortorelli, Arminé Derdarian, Jonas Crawford, Judy McArthur, Arion Melidonis, Robert Morris, Shannon Newby, Mati Sánchez, Art Sandford, Richard Williams, Scott Wolf, Catalina Yang, Emily Zwaal

Voting Members Absent: Jerry Lulejian (no proxy)

Proxies: none

Non-voting Members Present: Luis Gonzalez, Carolyn Inouye, Christina Tafoya

Non-voting Members Absent: Roy Vasquez (Co-Chair), Gail Warner, Joel Diaz

Guests: Steve Hall

Meeting Date: 4/25/18 Approval of Minutes from: 4/11/18 Recorded By: Laurie Nusser

AN = Action Needed AT = Action Taken D = Discussion I = Information Only

DISCUSSION/DECISIONS

	ACTION		
I.	Call to Order & Welcome	I, AT	S. Davis called the meeting to order at 2:08 pm. There were no proxies to announce.
II.	Adoption of Agenda	I, AT	Additions/Changes to the Agenda: There were no changes to the agenda. C. Yang moved to approve the agenda as presented, S. Newby seconded, and the motion passed. Yes: Shannon Davis (Chair), Alan Ainsworth, Laura Anderson, Robert Cabral, Graciela Casillas-Tortorelli, Arminé Derdarian, Jonas Crawford, Judy McArthur, Arion Melidonis, Robert Morris, Shannon Newby, Mati Sánchez, Art Sandford, Richard Williams, Scott Wolf, Catalina Yang, Emily Zwaal No: None
III.	Approval of Minutes – April 11,	I, AT	Additions/changes to the minutes: E. Zwaal indicated

	2018		<p>on Page 4 of 9 the following statement should be revised to: “Currently, students completing all of the courses offered by Oxnard College who are interested in pursuing fields related to ASL and in working with the Deaf are not able to document their skills with a certificate or degree.”</p> <p>R. Morris moved to approve the April 11, 2018 minutes as amended, A. Sandford seconded, and the motion passed.</p> <p>Yes: Shannon Davis (Chair), Alan Ainsworth, Laura Anderson, Robert Cabral, Graciela Casillas-Tortorelli, Arminé Derdarian, Jonas Crawford, Judy McArthur, Arion Melidonis, Robert Morris, Shannon Newby, Mati Sánchez, Art Sandford, Richard Williams, Scott Wolf, Catalina Yang, Emily Zwaal</p> <p>No: None</p>
IV.	Second Reading	I, AT	<p><u>Career & Technical Education</u> ACCT R810 (noncredit), ACCT R811 (noncredit), AT R100, AT R140, AT R150, CRM/HM R100, CRM R101, CRM/HM R104, CRM R110/HM R123, CRM/HM R112, HM R101, DMS R120B Associate in Science in Hospitality Management for Transfer (new) Certificate of Achievement in Hospitality Management (revised) Associate in Science in Culinary Arts (revised) Certificate of Achievement in Culinary Arts (revised) Certificate of Achievement in Baking and Patisserie (new) Proficiency Award in Baking and Patisserie (new)</p> <p><u>Liberal Studies</u> COMM R114, POLS R120 Associate in Arts in Deaf Studies Certificate of Achievement in American Sign Language</p> <p><u>Library, Transitional Studies, Health, Athletics, PE</u></p> <p><u>Math/Science</u></p> <p><u>Student Development</u></p> <p>L. Anderson moved to approve the second reading</p>

			<p>items, M. Sanchez seconded, and the motion passed.</p> <p>Yes: Shannon Davis (Chair), Alan Ainsworth, Laura Anderson, Robert Cabral, Graciela Casillas-Tortorelli, Arminé Derdarian, Jonas Crawford, Judy McArthur, Arion Melidonis, Robert Morris, Shannon Newby, Mati Sánchez, Art Sandford, Richard Williams, Scott Wolf, Catalina Yang, Emily Zwaal</p> <p>No: None</p>
V.	First Reading	I	There are no first reading items for this agenda.
VI.	Distance Learning Approval	I, AT	<p>Distance Learning Approval – AT R140, AT R150, CNIT R198A, DMS R120B</p> <p>R. Morris moved to approve the second reading items, M. Sanchez seconded, and the motion passed.</p> <p>Shannon Davis (Chair), Alan Ainsworth, Laura Anderson, Robert Cabral, Graciela Casillas-Tortorelli, Arminé Derdarian, Jonas Crawford, Judy McArthur, Arion Melidonis, Robert Morris, Shannon Newby, Mati Sánchez, Art Sandford, Richard Williams, Scott Wolf, Catalina Yang, Emily Zwaal</p> <p>No: None</p>
VII.	Requisite Approval	I, AT	<p>Requisite Approval</p> <p>A. Prerequisites/Corequisites – DMS R120B</p> <p>B. Advisories – none</p> <p>C.</p> <p>M. Sanchez moved to approve the second reading items, E. Zwaal seconded, and the motion passed.</p> <p>Yes: Shannon Davis (Chair), Alan Ainsworth, Laura Anderson, Robert Cabral, Graciela Casillas-Tortorelli, Arminé Derdarian, Jonas Crawford, Judy McArthur, Arion Melidonis, Robert Morris, Shannon Newby, Mati Sánchez, Art Sandford, Richard Williams, Scott Wolf, Catalina Yang, Emily Zwaal</p> <p>No: None</p>
VIII.	Deletions/Inactivation	I	None
IX.	Consent Agenda	I, AT	<ul style="list-style-type: none"> • Changes to Certificate of Achievement in Fitness Trainer • Technical changes to course titles in

			degrees/certificates/awards in the 2018-2019 catalog to reflect already approved course title changes (does not require resubmission to CCCCCO)
	INFORMATION/DISCUSSION		
X.	Curriculum Updates – Shannon Davis	I	<p>S. Davis provided a handout for deadlines for the next curriculum cycle and explained the deadlines for meeting the timelines for the 2019-2020 catalog, regardless if they are new, revised, or scheduled for 5 year review. There will be no pending items prior to the implementation of CourseLeaf. She also provided a handout titled “<i>Curriculum Flowchart for Fall 2019 Schedule</i>” which explains the process of moving curriculum through the committees, Board, and state. There will be a separate meeting held to address new Math initiatives.</p> <p>The “Flowchart Showing the Path of a New Transferable Course Proposed for General Education” was distributed and explained. .</p>
XI.	CurricUNET/CourseLeaf Updates – Shannon Davis	I	<p>The following are the next meetings for CourseLeaf:</p> <ul style="list-style-type: none"> • 4/26 – creation of programs form • 5/3 – CourseLeaf conference call • 5/10 – CourseLeaf conference call <p>Academic Data Specialists, Curriculum Technicians, Curriculum Co-Chairs, and Articulation Officers will be attending these meetings from all three district colleges.</p>
XII.	Articulation Report – Shannon Davis	I	<p>S. Davis reported we are still waiting on IGETC determinations and will let everyone know when available.</p>
XIII.	High School Articulation Report – Shannon Trefts/Christina Tafoya		<p>The following is current for the 17-18 AY.</p> <p>Will process or has been processed for credit by end of SP18:</p> <p>3 CRM Courses NPHS 2 FTVE Courses RCHS 2 PG Courses Frontier High School</p> <p>The Remaining agreements will be processed once grades are submitted at the end of this semester.</p>

XIV.	Distance Ed Committee Report – Shannon Newby	I, D	S. Newby indicated there is a meeting next week and the DE plan is up on the AS webpage. Send comments or feedback to Scott Wolf. Add to first agenda for fall 2018 as a single reading.
XV.	General Ed Committee Report – Shannon Davis	I, D	S. Davis indicated the GE Committee will not hold any more meetings until fall 2018.
XVI.	DTRW-I Committee Report – Shannon Davis	I, D	S. Davis reported DTRW-I will meet one last time in May to work on the conversion to CourseLeaf.
XVII.	Strategic Planning Steering Committee Report (SPSC)	I, D	Draft plan is still in process and institutional goals were edited. If there are revisions send them to the tri-chairs of SPSC. There was discussion of the future of SPSC.
XVIII.	New Business	I	Steve Hall will be the new Department Chair for Math starting in the fall; The department is still deciding who will be the Math representative for the Curriculum Committee.
XIX.	Public Comment	I	There was no public comment.
XX.	Adjournment	I, AT	S. Davis adjourned the meeting at 2:32 pm.
XXI.	Future Meetings	I	Fall 2018 – The first meeting will be held on 8/29, during the 5 th week of August.