Curriculum Committee
MEETING MINUTES

Voting Members Present: Alan Ainsworth, Laura Anderson, Steven Hall, Milena Hurtado, Carolyn Inouye, Alex Lynch, Judy McArthur, Robert Morris, Charles Ramirez, Mati Sánchez, Karla Rojas, Scott Wolf

Proxies: Alan Ainsworth for Arion Melidonis, Scott Wolf for Dianne Frehlich, Judy McArthur for Armine Derdiarian, Charles Ramirez for Julius Munyantwali, Steve Hall for Shannon Newby, Milena Hurtado for Mati Sánchez, Carolyn Inouye for Robert Cabral

Non-Voting Members Present: Robert Cabral (Acting Co-Chair), Shannon Davis (Co-Chair), Joel Diaz, Luis Gonzalez

Absent: Blanca Barrios, Armine Derdiarian, Dianne Frehlich, Arion Melidonis, Julius Munyantwali, Shannon Newby, Mati Sánchez, Art Sandford, Richard Williams

Guests: None

Meeting Date: **10/23/19**	Approval of Minutes from: **10/09/19**	Recorded By: **Paris Trujillo**
AN = Action Needed **Information Only**	**AT = Action Taken**	**D = Discussion** **I =**

	TOPIC		DISCUSSION	ACTION NEEDED	ACCJC
I.	Welcome / Call to Order	AT	The meeting was called to order at 2:08 p.m.		
II.	Adoption of Agenda	AT	J. McArthur moved to approve the agenda, M. Hurtado seconded, and the agenda passed as presented. • Pull MATH R066S per request of the math department. **Yes:** Alan Ainsworth, Laura Anderson, Steven Hall, Milena Hurtado, Carolyn Inouye, Alex Lynch, Judy McArthur, Robert Morris, Charles Ramirez, Mati Sánchez, Karla Rojas, Scott Wolf **No:** None	**AT**	**II.A**

III.	Approval of Minutes	I	J. McArthur moved to approve the minutes, L. Anderson seconded, and the minutes were approved as presented. **Yes:** Alan Ainsworth, Laura Anderson, Steven Hall, Milena Hurtado, Carolyn Inouye, Alex Lynch, Judy McArthur, Robert Morris, Charles Ramirez, Mati Sánchez, Karla Rojas, Scott Wolf **No:** None	**AN**	
IV.	Public Comment	D	P. Trujillo asked that committee members email her regarding the meeting, whether reporting an absence, proxy, or questions about the agenda.	**I**	
V.	Second Reading		• <u>Career & Technical Education</u> o **CAOT R800, R803, R804, R805, R806, R807** o DH R021, R022 • <u>Liberal Studies</u> o **ENGL R126** o ESL R048, R065, R075, R085, R087, **R100, R800A, R800B, R805** o **MUS R801, R810** ▪ S. Hall followed up on the Minimum Qualifications for the Music courses and is concerned the current selection would limit the faculty options. Discussion ensued. L. Anderson reported that CIM currently didn't allow for the selection of noncredit MQs because they were not yet created in Banner. It was decided to add a Noncredit designation for Commercial Music in Banner so that it could be selected as an alternative MQ for this course, so that it does not require a master's degree. The MQ of Avid Certified Instructor in Pro Tools is an additional certification that any instructor for these courses must also have. o **READ R091, R095** o **SPAN** R232, **R232H,** R234 o **TUTR R805** ▪ S. Hall commented that he spoke with L. Gonzales about the apportionment for this course. There must be a faculty member scheduled and appointed as the coordinator in order to receive apportionment for the course and the tutors will be scheduled for each section.	**AT**	

		• Math, Science, Health, PE, Athletics:
		  ○ GEOL R121
		  ○ ~~**MATH R066S**~~, pulled
		  ○ MST R199
		
		M. Hurtado moved to approve all courses for Second Reading, S. Wolf seconded, and the motion passed.
		
		Yes: Alan Ainsworth, Laura Anderson, Steven Hall, Milena Hurtado, Carolyn Inouye, Alex Lynch, Judy McArthur, Robert Morris, Charles Ramirez, Mati Sánchez, Karla Rojas, Scott Wolf
		No: None	

VI. First Reading		• None	
VII. CourseLeaf Program Training		• S. Davis and P. Trujillo trained the committee on how to submit and revise a program in CIM. They walked through the CIM Program form explaining the new fields and demonstrated how to create, edit, and format the Program Requirements and Plan of Study table. Training materials will be posted soon. • For additional training please make an appointment with P. Trujillo.	I
VIII. New Business	I	• None	
IX. Adjournment	A T	The meeting adjourned at 3:07 p.m.	