



CURRICULUM COMMITTEE MEETING MINUTES

Voting Members Present: Shannon Davis (Chair), Robert Cabral, Graciela Casillas-Tortorelli, Amy Edwards, Alex Lynch, Chris Mainzer, Judy McArthur, Arion Melidonis, Krista Mendelsohn, Patricia Mendez, Jim Merrill, Robert Morris, Mati Sanchez, Christina Tafoya, Catalina Yang

Voting Members Absent: Armine Derdarian, Diane Eberhardy

Proxies: Chris Mainzer for Armine Derdarian

Non-voting Members Present: Ken Sherwood (Co-Chair), Joel Diaz, Luis Gonzalez, Art Sandford

Non-voting Members Absent: Carolyn Inouye, Gail Warner

Guests: Ashley Chelonis, Janet Dawald, Mike Webb

Meeting Date: **11/11/2015** Approval of Minutes from: **10/28/2015** Recorded By: Krista Mendelsohn

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 2:12 p.m. and declared a quorum present. The following proxies were announced: Chris Mainzer for Armine Derdarian.
II.	Adoption of Agenda	I, AT	Additions/Changes to the Agenda: none. C. Yang moved to approve the agenda as presented, A. Edwards seconded, and the motion passed. Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang
III.	Approval of Minutes	I, AT	Corrections to the October 28, 2015 Minutes: none. A. Edwards moved to approve the October 28, 2015 minutes as presented, R. Morris seconded, and the motion passed. Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-

			Tortorelli, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang
IV.	Second Reading	I, AT	<p><u>Math/Science/Health/PE/Athletics</u> HED R105</p> <p>A. Edwards moved to approve the Second Reading item as presented, A. Melidonis seconded, and the motion passed. Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang</p>
V.	First Reading	I, D, AT, AN	<p>Only substantive changes are recorded in the minutes. Please refer to the comments in CurricUNET for additional non-substantive comments.</p> <p><u>Career & Technical Education</u></p> <p>M. Webb introduced the ADS courses.</p> <p>ADS R101 – Overview of Addiction – Non-substantial revision.</p> <p>Changes Needed: none.</p> <p>ADS R102 – Intervention, Treatment, and Recovery – Non-substantial revision.</p> <p>Changes Needed: List any instructional materials, such as handouts.</p> <p>ADS R103 – Physiology and Pharmacology of Alcohol and Other Drugs – Non-substantial revision.</p> <p>Changes Needed: Delete the additional certifications from the MQ list. Outside Assign: change “may” to “will.”</p> <p>ADS R104 – Case Management and Basic Counseling Skills – Non-substantial revision.</p> <p>Changes Needed: Delete the additional certifications from the MQ list. Content: include details about students making referrals to community services. Move first listed text to manuals.</p> <p>ADS R106 – Adult Children of Alcoholics – Non-substantial revision.</p>

		<p>Changes Needed: Course Description: change first sentence to clarify that course is <i>about</i> adult children of alcoholics, not <i>for</i> them.</p> <p>ADS R109 – Counseling Addicted Families – Non-substantial revision.</p> <p>Changes Needed: List examples of essays under Typical Graded Assignments.</p> <p>R. Morris introduced the PA in Emergency Medical Responder.</p> <p>Proficiency Award in Emergency Medical Responder – New program. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: none.</p> <p><u>Liberal Studies</u></p> <p>A. Melidonis introduced the GLST course.</p> <p>GLST R101 – Introduction to Global Studies – Non-substantial revision.</p> <p>Changes Needed: Basic Course Info: Change start dates to Fall 2016. Methods of Instruction: Add them one at a time to create a list. Objectives: #2 – add the term “environmental.” Replace D2L with District provided LMS.</p> <p>C. Horrock introduced the PSY and SOC courses.</p> <p>PSY R103 – Beginning Statistics for Behavioral Science – Substantial revision. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: none.</p> <p>SOC R125 – Statistics for the Behavioral and Social Sciences – Substantial revision. Requires DTRW-I and BOT approval.</p> <p>Changes Needed: Attach CSLOs and, if desired, a DL Appendix.</p> <p>A. Melidonis moved to approve the First Reading items, C. Yang seconded, and the motion passed. Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, A. Edwards, A. Lynch, C. Mainzer, J.</p>
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			McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang
VI.	Distance Learning Approval	I, AT	<p>ANTH R101, ANTH R101H, ANTH R102, ANTH R102H, ANTH R111, ANTH R111H, CNIT R143, CNIT R198A, HED R101, HED R102, HED R103, HED R107, HIST R124, HIST R130, HIST R140, HIST R150, HIST R160, MATH R032, MATH R033, PHIL R116, SJS R110, SJS R120, SJS R130 – Approved by the Distance Education Committee on November 5, 2015</p> <p>R. Cabral moved to approve the Distance Learning appendices as presented, C. Mainzer seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang</p>
VII.	Requisite Approval	I, AT	<p>ADS R102, PSY R103, SOC R125 – Reviewed and determined Complete</p> <p>C. Mainzer moved to approve the Complete Requisite items, G. Casillas-Tortorelli seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang</p>
VIII.	Deletions	I	None
IX.	Suspensions	I	None
X.	General Education Approval	I, AT	<p>ANTH R118 approved for Area A1 ENGL R124 approved for Areas C2 and F GEOL R121 approved for Area A2 GLST R102 approved for Area B2 HIST R124 approved for Area B2 MATH R032 approved for Area D2 PHIL R116 approved for Area C2 SJS R110 approved for Areas B2 and F SJS R120 approved for Areas B2 and F SJS R130 approved for Areas B2 and F – Approved by the General Education Committee on October 7 and November 4, 2015</p> <p>C. Mainzer moved to approve the listed courses for inclusion in the approved OC GE Areas, R. Cabral seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J.</p>

			Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang
	INFORMATION/DISCUSSION		
XII.	CurricUNET Discussion/Updates	I	K. Mendelsohn requested that for courses being aligned with a C-ID Descriptor, please include “Aligned with C-ID Descriptor _____” in the Reason Course is Offered or Reason for Change on the Basic Course Info page.
XII.	Articulation report	I, D, AN	<p>S. Davis provided an update on our courses submitted for C-ID approval. MATH R105 has just been approved for C-ID MATH 110. This course appears in many of our ADTs, so this is great news. Other courses pending C-ID approval are seven courses in Studio Arts, four FTVE courses, and ANTH R101L.</p> <p>Shannon emailed the Curriculum Committee with earlier five year course review deadlines in order to allow time for Krista to meet deadlines for course submissions at the State Chancellor’s Office. In July 2016, the Chancellor’s Office will discontinue using Governet for their online curriculum inventory, and move all of the course and program data to an in-house online system. Any courses or programs that are missing data will be deleted from the system instead of migrated to the new system. In light of this, Ken Sherwood announced that Dave Fuhrmann at the DAC is looking into an IT back up for our curriculum data.</p> <p>Shannon does not know which department has ownership of COT courses in order to complete their five year reviews. *Shannon will send out an email asking if any faculty members still use them, or whether they should be deactivated.</p>
XIII.	High School Articulation report	I	None
XIV.	Distance Ed Committee report	I, D	<p>The DE Committee meeting took place on Nov. 5. The committee is close to approving a new DE Handbook, and will submit it to the Curriculum Committee for input soon. Save the date for a district-wide DE Summit on January 29 related to the Online Education Initiative (OEI), the Canvas roll out, and other common projects. Andres Orozco is the new faculty co-chair of ITAC. The next DE Committee meeting will take place on Dec. 3.</p> <p>A question was raised about how faculty members are retrained/recertified in DE techniques. The move from D2L to Canvas as our Learning Management System</p>

			(LMS) may be the right time to require recertification of all instructors who teach via DE.
XV.	General Ed Committee report	I	<p>The GE Committee meeting took place on Nov. 4. The courses on the agenda today were approved for inclusion in our OC GE Pattern. The GEC will be looking at three new GE SLOs, which are addressed in the accreditation standards. At the Nov. 4 meeting, Gloria Guevara shared that CSUCI is now requiring all relevant GE SLOs be printed on course syllabi in addition to the Course SLOs. This is something OC could consider doing too.</p> <p>The next GE Committee meeting will take place on Dec. 2.</p>
XVI.	LOT Committee report	I	The next LOT Committee meeting will take place on Nov. 17.
XVII.	DTRW-I Committee report	I	The First Reading items on this agenda that require DTRW-I review are the Proficiency Award in Emergency Medical Responder, PSY R103, and SOC R125. The next DTRW-I meeting will take place on Nov. 12.
XVIII	New Business	I	None
XIX.	Public Comment	I	<p>J. Merrill announced that Emily Pablo, a former OC TV student, is now the Communications Director for Bernie Sanders' campaign. A great success story!</p> <p>C. Mainzer announced the 27th Annual High School Geography Competition, GEO Challenge 2015, taking place at OC on Nov. 14. Students from 14 high schools will be competing.</p> <p>A. Melidonis announced the upcoming Regional AGORA Meeting involving students and faculty from CSUCI, SBCC, and VCCCD to develop cross-institutional support, research and discussions to help students transfer. This is part of the ALAS Project.</p>
XX.	Adjournment	I, AT	S. Davis adjourned the meeting at 3:04 pm.
XXI.	Next meeting	I	The next Curriculum Committee meeting is on November 25, 2015 at 2:00 pm. Please provide your proxy vote to someone if you will be absent.