



CURRICULUM COMMITTEE MEETING MINUTES

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

Voting Members Absent: Krista Mendelsohn, Patricia Mendez

Proxies: Robert Cabral for Patricia Mendez

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

Non-voting Members Absent: Carolyn Inouye, Art Sandford, Gail Warner

Guests: Cynthia Herrera, Chris Horrock

Meeting Date: **12/09/2015** Approval of Minutes from: **11/25/2015** 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 2:55 p.m. and declared a quorum present. The following proxies were announced: Robert Cabral for Patricia Mendez.
II.	Adoption of Agenda	I, AT	Additions/Changes to the Agenda: none. C. Mainzer moved to approve the agenda as presented, R. Cabral seconded, and the motion passed. Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, A. Derdarian, D. Eberhardy, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang
III.	Approval of Minutes	I, AT	Corrections to the November 25, 2015 Minutes: attendance changes included adding Catalina Yang and Christina Tafoya as being present. C. Mainzer moved to approve the November 25, 2015 minutes as amended, A. Melidonis seconded, and the motion passed. Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-

			Tortorelli, A. Derdarian, D. Eberhardy, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang
IV.	Second Reading	I, AT	<p><u>Career & Technical Education</u> Proficiency Award in Emergency Medical Responder</p> <p>C. Mainzer 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. Derdarian, D. Eberhardy, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, 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>D. Eberhardy introduced the CAOT courses.</p> <p>CAOT R002 – Keyboarding Speed and Accuracy – Non-substantial revision.</p> <p>Changes Needed: Basic Course Info: change Repeatability to Not Repeatable. Units/Hours: change to 56 to 63.</p> <p>CAOT R124 – Microsoft Access – Non-substantial revision.</p> <p>Changes Needed: Units/Hours: change to 64 to 72. Methods of Evaluation: if students are not writing a college level essay, please uncheck the Essay box. Lab Content: Lab coursework should be more detailed. Objectives: Course objectives should be more detailed.</p> <p><u>Liberal Studies</u></p> <p>A. Edwards introduced the ART courses.</p> <p>ART R102 – Survey of Western Art from Prehistory through the Middle Ages – Non-substantial revision.</p> <p>Changes Needed: Content: list Carolingian and Ottonian art specifically to match C-ID Descriptor.</p> <p>ART R172 – Art of the Ancient Americas – Non-substantial revision.</p>

			<p>Changes Needed: Basic Course Info: Change start dates to Fall 2016. Update the Reason Course is Offered. Attach CSLOs.</p> <p>S. Davis and A. Melidonis introduced the PSY courses.</p> <p>PSY R115 – Introduction to Public Mental Health – Non-substantial revision.</p> <p>Changes Needed: Attach CSLOs. Textbooks: add newer text.</p> <p>PSY R116 – Supportive Counseling and Interviewing – Non-substantial revision.</p> <p>Changes Needed: Textbooks: suggestion to name some typical journals.</p> <p><u>Liberal Studies</u></p> <p>C. Yang introduced the MATH courses. There was general discussion regarding clarification of titles of courses listed below.</p> <p>MATH R098X – Success Skills for Math I – New Experimental Course.</p> <p>Changes Needed: None.</p> <p>MATH R098Y – Success Skills for Math II – New Experimental Course.</p> <p>Changes Needed: None.</p> <p>MATH R098Z – Success Skills for Math III – New Experimental Course.</p> <p>Changes Needed: MQs: add MQs for instructor. Basic Course Info: Change to non-degree applicable and basic skills. One level below and the other two courses should be two levels below. Other Instructional Materials: Add graphing calculator required.</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. Derdarian, D. Eberhardy, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang</p>
VI.	Distance Learning Approval	I, AT	CRM R104, MUS R103A, PHIL R101, PHIL R101H,

			<p>PHIL R102, PHIL R102H, PHIL R115, PHIL R115H – Approved by the Distance Education Committee on December 3, 2015</p> <p>Check for motions from Shannon's notes.</p> <p>??? moved to approve the Distance Learning appendices as presented, ??? seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, A. Derdarian, D. Eberhardy, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang</p>
VII.	Requisite Approval	I	None
VIII.	Deletions	I, AT	<p>CAOT R003A, CAOT R003B</p> <p>R. Cabral moved to approve the Deletion items, C. Mainzer seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, A. Derdarian, D. Eberhardy, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang</p>
IX.	Suspensions	I, AT	<p>ESRM R160, MST R160</p> <p>J. Merrill moved to approve the Suspension items, G. Casillas-Tortorelli seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, A. Derdarian, D. Eberhardy, A. Edwards, A. Lynch, C. Mainzer, J. McArthur, A. Melidonis, J. Merrill, R. Morris, M. Sanchez, C. Tafoya, C. Yang</p>
X.	General Education Approval	I	None
	INFORMATION/DISCUSSION		
XII.	CurricUNET Discussion/Updates	I	None
XII.	Articulation report	I	<p>S. Davis indicated she is in the process of submitting courses for CSU GE-Breadth and IGETC inclusion, a process that can only be done in the first two weeks of December each year. She is also serving as a reviewer of courses submitted for CSU GE/IGETC for the CSU Chancellor's Office this year. Results are received the first week of April.</p>
XIII.	High School Articulation report	I	None
XIV.	Distance Ed Committee report	I, D	The DE Committee meeting took place on Dec. 3. C.

			Mainzer inquired if LOT and DE Committees should report to the Academic Senate since they are subcommittees of curriculum and are part of the PG Manual. This item will return to the February meeting for further discussion.
XV.	General Ed Committee report	I	None
XVI.	LOT Committee report	I	None
XVII.	DTRW-I Committee report	I	There are no First Reading items on this agenda that require DTRW-I review. The next DTRW-I meeting will take place on Dec. 10.
XVIII.	New Business	I	S. Davis indicated there are no Curriculum Committee meetings scheduled in January and the next meeting is on February 10. Catalog deadline dates were discussed. Shannon is working on District Articulation (Comparable Course List) with Moorpark's Articulation Officer.
XIX.	Public Comment	I	There was no public comment.
XX.	Adjournment	I, AT	S. Davis adjourned the meeting at 3:38 pm.
XXI.	Next meeting	I	The next Curriculum Committee meeting is on February 10, 2016 at 2:00 pm.