



CURRICULUM COMMITTEE MEETING MINUTES

Voting Members Present: Shannon Davis (Chair), Robert Cabral, Graciela Casillas-Tortorelli, Jonas Crawford, Armine Derdarian, Judy McArthur, Arion Melidonis, Krista Mendelsohn, Patricia Mendez, Jim Merrill, Robert Morris, Shannon Newby, Mati Sanchez, Art Sandford, Scott Wolf, Catalina Yang

Voting Members Absent: Alan Ainsworth

Proxies: None

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

Non-voting Members Absent: Linda Kama'ila (Co-Chair), Joel Diaz

Guests: None

Meeting Date: **2/22/2017** Approval of Minutes from: **2/8/2017** 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 2:09 p.m.
II.	Adoption of Agenda	I, AT	Additions/Changes to the Agenda: none. C. Yang moved to approve the agenda as presented, R. Morris seconded, and the motion passed. Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, J. Crawford, A. Derdarian, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, S. Newby, M. Sanchez, A. Sandford, S. Wolf, C. Yang
III.	Approval of Minutes	I, AT	Corrections to the Feb. 8, 2017 Minutes: none. R. Cabral moved to approve the Feb. 8, 2017 minutes as presented, M. Sanchez seconded, and the motion passed. Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, J. Crawford, A. Derdarian, J. McArthur, A.

			Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, S. Newby, M. Sanchez, A. Sandford, S. Wolf, C. Yang
IV.	Second Reading	I, AT	<p><u>Liberal Studies</u> AA-T in Global Studies</p> <p><u>Math/Science/Health/PE/Athletics</u> MATH R002</p> <p>J. Merrill moved to approve the Second Reading item as presented, P. Mendez seconded, and discussion took place. A. Melidonis moved to amend the motion to remove MATH R002 from Second Reading approval. J. Merrill accepted the amendment. The amendment passed with one abstention. Approval of the AA-T in Global Studies passed unanimously.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, J. Crawford, A. Derdarian, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, S. Newby, M. Sanchez, A. Sandford, S. Wolf, 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>FT R098W – Wildland Fire Academy – New experimental course.</p> <p>Changes Needed: Basic Course Info: change CB04 to Degree Applicable; change CB24 to Stand Alone. Units/Hours: revise Weekly Lab Content Hours to a minimum of ½ hour increments, and revise units accordingly. Methods of Instruction: enter one at a time and click Add after each one; numbering is automatic, so please do not number. Methods of Evaluation: do not check Essays unless students are writing college level essays.</p> <p><u>Liberal Studies</u></p> <p>SOC R111 – Introduction to Social Research – Non-substantial revision.</p> <p>Changes Needed: Content: suggestion to list and enumerate the three paradigms. Textbooks: include SPSS.</p>

			<p>AA-T in History – Non-substantial revision.</p> <p>Changes Needed: none.</p> <p>A. Melidonis moved to approve the First Reading item, A. Derdarian seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, J. Crawford, A. Derdarian, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, S. Newby, M. Sanchez, A. Sandford, S. Wolf, C. Yang</p>
VI.	Distance Learning Approval	I, AT	<p>A. Second Reading of Distance Education Handbook</p> <p>A. Melidonis moved to approve the Distance Education Handbook, S. Newby seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, J. Crawford, A. Derdarian, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, S. Newby, M. Sanchez, A. Sandford, S. Wolf, C. Yang</p>
VII.	Requisite Approval	I, AT	<p>A. Prerequisites/Corequisites: SOC R111 – Reviewed and determined Complete</p> <p>B. Advisories: None</p> <p>A. Melidonis moved to approve the Complete Requisite item, R. Morris seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, J. Crawford, A. Derdarian, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, S. Newby, M. Sanchez, A. Sandford, S. Wolf, C. Yang</p>
VIII.	Deletions	I, AT	<p>AA in History</p> <p>A. Melidonis moved to approve the Deletion item, A. Derdarian seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, J. Crawford, A. Derdarian, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, S. Newby, M. Sanchez, A. Sandford, S. Wolf, C. Yang</p>
IX.	Suspensions	I	None
X.	General Education Approval	I, AT	<p>A. Revised Charge of the GE Committee</p> <p>B. Process for Removal of Courses from General Education Inclusion</p>

			<p>A. Derdarian moved to approve the Revised Charge of the GE Committee and the Process for Removal of Courses from General Education Inclusion, R. Morris seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, J. Crawford, A. Derdarian, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, S. Newby, M. Sanchez, A. Sandford, S. Wolf, C. Yang</p>
XI.	Approval of Curriculum Committee Goals for 2016-2017	I, AT	<p>A. Sandford moved to approve the Curriculum Committee Goals for 2016-2017, P. Mendez seconded, and the motion passed.</p> <p>Yes: S. Davis (Co-Chair), R. Cabral, G. Casillas-Tortorelli, J. Crawford, A. Derdarian, J. McArthur, A. Melidonis, K. Mendelsohn, P. Mendez, J. Merrill, R. Morris, S. Newby, M. Sanchez, A. Sandford, S. Wolf, C. Yang</p>
	INFORMATION/DISCUSSION		
XII.	Revised Families for Art, Dance, and Music	I, D	S. Davis explained the suggested revisions to the courses included in the families for Art, Dance, and Music. The committee voiced support.
XIII.	Curriculum Deadlines for Fall 2018	I, D	S. Davis distributed and reviewed the curriculum deadline charts for new, substantially revised, and non-substantially revised courses for Fall 2018.
XIV.	CurricUNET Discussion/Updates	I	K. Mendelsohn shared that she received a proposal from Governet for the district to move from CurricUNET v2 to META. The proposal will be shared with the VPs of Academic Affairs at all three colleges, with the hope that we can embark on the data transfer during Summer 2017. CurricUNET META also has a SLO Assessment module, and Janet Dawald will investigate whether it is worth pursuing. Currently, MC and VC use TracDat for their SLO management system, and are not interested in seeing what CurricUNET has to offer.
XV.	Articulation report	I	None
XVI.	High School Articulation report	I	None
XVII.	Distance Ed Committee report	I	Oxnard College is hosting the District-wide DE Summit on Feb. 24, 2017, from 8:30 am to 2 pm. Please register at oxnardcollege.edu/desummit . The next DE Committee meeting is on March 2, 2017.
XVIII.	General Ed Committee report	I	The next GE Committee meeting is on March 1, 2017.

XIX.	LOT Committee report	I	S. Newby reported that the LOT Committee met on Feb. 21, 2017, and had a wide-ranging and robust discussion on the committee's purpose and a variety of topics. Based on ACCJC feedback, LOT is looking to become more inclusive to include SUOs (Service Unit Outcomes), which will provide a college-wide assessment, not just assessment of courses. The Strategic Planning Steering Committee will inform LOT in how it will proceed. LOT is also looking to provide continuity on feedback of SLOs.
XX.	DTRW-I Committee report	I	The DTRW-I Committee met on Feb. 9, 2017. The committee is working on updating APs and BPs related to instruction.
XXI.	Strategic Planning Steering Committee report	I	S. Newby reported that tomorrow evening is the Charrette, and more than 50 community stakeholders are expected to attend. SPSC wants to review the plans and goals of existing committees in order to best inform the creation of the College Strategic Plan. Committee members should expect requests for committee information.
XXII.	New Business	I	S. Davis congratulated Rob Morris on his tenure. C. Tafoya requested input on how to present new programs to the Curriculum Committee from the Strong Workforce funding (CTE's version of SSSP). Christina explained the history and meaning behind Strong Workforce funding – Year 1 grant, Year 2 categorical. Krista shared that the CCCCO requires all new CTE degrees and certificates to have advisory committee minutes and consortium minutes clearly identifying support and approval for the programs prior to submitting to the state.
XXIII.	Public Comment	I	None
XXIV.	Adjournment	I, AT	S. Davis adjourned the meeting at 3:32 pm.
XXV.	Next meeting	I	The next Curriculum Committee meeting is on March 8, 2017 at 2:00 pm.