

Meeting Minutes**August 23, 2018****12:00-1:30 p.m.****Room L-137****MEMBERS:**

| VOTING | | | |
|-------------------|---|---|--|
| | Allen, Rose (Counselor) | X | Najem, Ruhina (Vice Chair) |
| | Altman, Hillary (Faculty) | | Pantell, Steve (Articulation Officer) |
| X | Balukjian, Brad (Faculty) | X | Thai, Nghiem (Chair) |
| X | Brown, Courtney (Faculty) | X | Wallace, Elaine (Alternate Faculty) |
| X | Fitch, LaShaune (Curriculum Specialist) | | [vacant] (Student) |
| NON-VOTING | | | |
| | Hernandez, Christine (Vice President of Student Services) | | Ramos, Rick (Division III Dean) |
| X | Holloway, Jason (Division II Dean) | | [vacant] (Vice President of Instruction) |
| X | Hussain, Syed (Division I Dean) | | |

GUESTS: Cynthia Alvarado, Lowell Bennett, Mario Rivas

| AGENDA ITEM | DISCUSSION | FOLLOW-UP ACTION |
|------------------------|---|--|
| I. Call to Order | Meeting was called to order at 12:04 p.m. | |
| II. Adoption of Agenda | Agenda was adopted without objection. | Thai – Post on website |
| III. Consent Calendar | Approved without objection: <ul style="list-style-type: none"> • May 10, 2018, meeting minutes • Curriculum proposals: <ul style="list-style-type: none"> ○ Course correction – 5 ○ Course deactivation – 1 ○ Course modification – 19 | Fitch – Place proposals on September CIPD agenda |
| IV. Special Orders | <p>Revision of Bylaws</p> <ul style="list-style-type: none"> • Committee bylaws were reviewed and discussed. • Motion to change the name of the Committee from the Curriculum and Instructional Council (CIC) to the Curriculum Committee passed unanimously. <p>2018-2019 Committee Goals</p> <ul style="list-style-type: none"> • Development of meta majors as part of Pillar 1 of Guided Pathways • Curriculum development training | |
| V. New Business | <p>2018-2019 Curriculum Approval and Meeting Schedule</p> <p>The Committee will continue to meet the 2nd and 4th Thursdays of the month, 12:00-1:30 p.m., this year.</p> <p>Curriculum Committee Training</p> <p>The Committee agreed to devote 15 minutes of each meeting to training on a particular topic.</p> | |

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| | <p>Curriculum Streamlining and Updates</p> <ul style="list-style-type: none"> • Program narratives for new and substantial changes must be completed and attached to proposal in Curricunet before technical review. • Local approval certification due October 31 for the following: <ul style="list-style-type: none"> ○ New credit courses ○ Changes to credit courses ○ Credit programs with local goal ○ Changes to credit programs (except ADTs) • Streamlining does not apply to noncredit curriculum. <p>Curriculum and Program Reviews Pursuant to changes to title 5 regulation, certificates of proficiency of 16 or more units must be converted to certificates of achievement and submitted to the CCCCCO for approval.</p> <p>Curriculum Approval Policy Brown proposed presenting to CIPD about approval of a new Computer Science discipline for Merritt.</p> | |
| VI. Announcements | <ul style="list-style-type: none"> • Next CIPD Meeting: Monday, September 10, 2018, 1:00-3:00 p.m. • Next Curriculum Review Training: Tuesday, September 11, 2018, 12:30-1:30 p.m. • Next Curriculum Committee Meeting: Thursday, September 13, 2018, 12:00-1:30 p.m. | |
| VII. Adjournment | Meeting adjourned at 1:30 p.m. | |