

Meeting Minutes
September 27, 2018
12:00-1:30 p.m.
Room S-315

MEMBERS:

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

GUESTS: Cynthia Alvarado

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Meeting called to order at 12:03 p.m.	
II. Adoption of Agenda	September 27, 2018, agenda adopted without objection.	Thai – Post on website
III. Consent Calendar	<ul style="list-style-type: none"> • September 13, 2018, meeting minutes approved without objection. • Curriculum proposals approved without objection: <ul style="list-style-type: none"> • Course modification – 1 • Course deactivation – 3 	Thai – Post on website Fitch – Place proposals on November CIPD agenda
IV. Special Orders	<p>Revision of Bylaws</p> <p>Motion by Balukjian to amend the committee membership was unanimously approved as follows:</p> <ol style="list-style-type: none"> 1. Six (6) faculty representatives, preferably two (2) from each instructional division, appointed by the Merritt Academic Senate. Terms of office for all committee members should be 2 years, with members being able to succeed themselves if so appointed by the Academic Senate, and staggered to develop and retain experienced curriculum committee members. 2. Two (2) additional faculty representatives shall serve as alternates to the faculty voting representatives. In the absence of the faculty voting representatives, the alternate will be able to vote. Alternates will regularly attend meetings. 	Thai – Place on October Academic Senate agenda for ratification

