

Meeting Minutes**October 11, 2018****12:00-1:30 p.m.****Room L-137****MEMBERS:**

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

GUESTS: Monica Ambalal, Inger Stark

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Meeting was called to order at 12:00 p.m.	
II. Adoption of Agenda	Agenda was adopted without objection.	Thai – Post on website
III. Distance Education	Inger Stark, PCCD DE Coordinator, and Monica Ambalal, Merritt DE Coordinator, discussed the following: <ul style="list-style-type: none"> Increasing access to students is no longer an acceptable rationale for offering courses online. The justification in the DE addendum must be based on curriculum, pedagogy, and/or the use of technology to enhance learning. Laney uses a supplemental form and rubric for evaluating DE addenda. 	Members suggested inviting Stark and Ambalal back for training on evaluating the DE addendum
IV. Consent Calendar	September 27, 2018 meeting minutes were approved without objection.	
V. Standing Items	Guided Pathways Pillar 1: Clarify the Path <ul style="list-style-type: none"> Thai is serving as the Pillar 1 Team faculty lead. As the Committee plays a critical role in program development and approval, work on Pillar 1 shall be incorporated as a standing agenda item into regular meetings. Future meetings may be extended 30 minutes to accommodate this additional work. 	
VI. New Business	Curriculum Proposals Approved without objection: <ul style="list-style-type: none"> New course – 1 Course reactivation – 1 	Fitch – Place proposals on November CIPD agenda

	<ul style="list-style-type: none"> • Course modification – 21 <p>Committee Training Agenda A tentative schedule with training topics was distributed to members.</p>	
VII. Announcements	<ul style="list-style-type: none"> • Curriculum Committee Office 365 group email: mccc@peralta4.onmicrosoft.com • Next Curriculum Review Training: Wednesday, October 24, 2:00-3:00 p.m., L-131 • Next Curriculum Committee Meeting: November 1, 12:00-1:30 p.m. • Next CIPD Meeting: November 5, 1:00-3:00 p.m. 	
VIII. Adjournment	Meeting adjourned at 1:34 p.m.	