

**Meeting Minutes****March 14, 2019****12:00-1:30 p.m.****Room L-137****MEMBERS:**

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

**GUESTS:** Carl Ogden

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>FOLLOW-UP ACTION</b>
I. Call to Order	Meeting was called to order at 12:00 p.m.	
II. Adoption of Agenda	Agenda as amended was adopted without objection.	Thai – Post on website
III. Consent Calendar	ENGL 264B was pulled for further discussion.  Course proposals approved without objection: <ul style="list-style-type: none"> <li>• Deactivation – 8</li> </ul>	Fitch – Place on April CIPD agenda
IV. New Business	<b>Course Proposals</b> Approved without objection: <ul style="list-style-type: none"> <li>• Course deactivation – 1</li> <li>• Course modification – 4</li> </ul> <b>Changes to Distance Education Regulations</b> <ul style="list-style-type: none"> <li>• Committee reviewed recent changes to title 5 regulations on distance education, including the requirements for “regular, effective contact” among students, separate approval of a DE addendum to the course outline of record, and instructor preparation for teaching online.</li> <li>• The role of the college distance education coordinator in approving DE addenda should be reviewed based on the job description.</li> </ul>	Fitch – Place on April CIPD agenda
V. Old Business	<b>Program Review Validation Update</b> Thai has compiled a status report of all active courses, but still needs to verify the last updated dates. Once the active programs status report is also completed, both reports will be distributed to department chairs and	Thai – Complete and distribute status reports at April CDCDP meeting

	<p>program directors to help them prioritize ongoing curriculum review.</p> <p><b>2019-2020 Catalog Update</b></p> <ul style="list-style-type: none"> <li>• New CE programs still pending BACCC recommendation and state approval will be omitted from the 2019-20 catalog and published in an online addendum in June 2019.</li> <li>• Major requirement table for local AA/AS degrees will consist of Major Requirement Units, Total Units and following note: Note: To qualify for the [Program Title] Associate in Arts degree, students must satisfactorily complete the major requirements specified above and the local AA/ AS general education requirements. See the Associate Degrees and Certificates section of this catalog for more information on the local AA/AS overall requirements and the local AA/AS general education requirements.</li> </ul> <p><b>Feedback on District Noncredit Plan for Development</b></p> <ul style="list-style-type: none"> <li>• The plan should articulate a rationale for the development and promotion of noncredit curriculum beyond the collection of enhanced funding for CDCP categories.</li> <li>• The existing Noncredit Working Group and proposed Noncredit Education subcommittee of the District Academic Senate should include more representatives from the college curriculum committees.</li> <li>• In addition to addressing infrastructure for noncredit, the plan needs to propose a coherent strategy for integrating noncredit curriculum into existing college curricula through well-defined pathways.</li> </ul>	<p>Thai – Summarize and present feedback to Academic Senate</p>
<p>VI. Standing items</p>	<p><b>Guided Pathways Pillar 1: Clarify the Path</b> Postponed due to lack of time.</p>	
<p>VII. Announcements</p>	<ul style="list-style-type: none"> <li>• Next Curriculum Committee Meeting: March 28, 12:00-1:30 p.m.</li> <li>• Next CIPD Meeting: April 8, 1:00-3:00 p.m.</li> </ul>	
<p>VIII. Adjournment</p>	<p>Meeting adjourned at 1:38 p.m.</p>	