

Meeting Minutes**August 22, 2019****12:00-2:00 p.m.****Room Q-311****MEMBERS:**

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

GUESTS: Simon Chan, Ben Nelson

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Meeting called to order at 12:00 p.m.	
II. Adoption of Agenda	Agenda adopted without objection.	Thai – Post on website
III. Approval of Minutes	May 16, 2019, meeting minutes approved without objection.	Thai – Post on website
IV. New Business	<ol style="list-style-type: none"> Review of Membership and Bylaws <ul style="list-style-type: none"> Committee reviewed current membership and bylaws. All faculty members will have served two-or-more year terms by the end of 2019-2020, so will have to be reappointed by the Academic Senate. Xavier Gomez introduced as new faculty representative. 2019-20 Curriculum Approval and Meeting Schedule <ul style="list-style-type: none"> Curriculum approval and meeting schedule was distributed and reviewed. Curriculum Approval Streamlining and Certification <ul style="list-style-type: none"> Requirements of annual curriculum approval certification with CCCCCO were explained. Revision of Course Basic Data Elements <ul style="list-style-type: none"> Committee informed about the need for updating English and Math courses for CB21, CB25, and CB26 to provide data about AB 705 implementation. Guided Pathways Pillar 1: Clarifying the Path 	LF and NT – Meet with English and Math departments to initiate updates

	<ul style="list-style-type: none"> • Program mapping will be the primary focus for the 2019-2020 academic year. • Potential workshop being considered for October 22 flex day. <p>6. Technical Review Process</p> <ul style="list-style-type: none"> • The need for systematic technical review process involving the committee was discussed. <p>7. 2019-20 Committee Goals</p> <ul style="list-style-type: none"> • Altman recommended that the tasks of technical review, curriculum review, and program mapping be integrated into a single workflow. 	NT – Develop integrated process, timeline, and committee assignments
8. Announcements	<ul style="list-style-type: none"> • Next CIPD Meeting: September 9, 2019, 1:00-3:00 p.m., District Board Room • Next Curriculum Committee Meeting: September 12, 2019, 12:00-1:30 p.m., L-137 	
9. Adjournment	Meeting adjourned at 1:33 p.m.	