Meeting Minutes
November 7, 2019
12:00-1:30 p.m.
Room L-137

MEMBERS:

VOTING				
X	Allen, Rose (Counselor)	X	Gomez, Javier (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				
X	Holloway, Jason (Division II Dean)		[vacant] (Division I Dean)
	Johnson, David (Vice President of Instruction)		[vacant] (Division III Dean)
	[vacant] (Vice President of Student Services)		

GUESTS: Simon Chan

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Meeting called to order at 12:00 p.m.	
II. Adoption of Agenda	Approval of October 17, 2019 Meeting Minutes Agenda was adopted without objection.	Thai – Post on website
III. Approval of Minutes	October 17 and 24, 2019 Meeting Minutes approved without objection.	Thai – Post on website
IV. Unfinished Business	n/a	
V. New Business	**Curriculum Proposals** Approved without objections: • Course Modifications – 13 • Course Deactivations – 3 **Fall 2019 Regional Curriculum Meeting- North** Thai attended the 2019 Fall Curriculum Regional Meeting. Presentations focused on streamlined local approval of noncredit curriculum, except for short-term vocational courses. Reviewed the 5 criteria for approving curriculum: 1) Mission of the college, district, state; 2) Curriculum standards; 3) Available resources; 4) Compliance with Ed Code and Title 5; and 5) Need. **ASCCC/CCCCO District Noncredit Presentation** Presented by Chantée Guiney, Specialist, Educational Services & Support, Chancellor's Office and LaTonya Parker, ASCCC Area D Representative. Training	Fitch – Add proposals to December CIPD agenda

The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes and values needed to succeed and participate responsibly in a democratic society and a global economy.

	PowerPoint is posted on the Office of Academic Affairs website.	
	Highlights of the presentation included:	
	- Streamlined Noncredit Approval Process: Memorandum AA 19-34: Amendment to California Code of Regulations (CCR) title 5 Local Approval of Noncredit Curriculum - Noncredit Basics - Noncredit in Governance	
VI. Standing Items	**Curriculum Liaisons and Technical Review** Over 250 course updates and deactivations have been initiated so far this semester, bringing the percentage of compliant courses to about 60% (not factoring out deactivations). Committee members are to continue offering support to department chairs for curriculum review.	
	CVC-OEI Improving Online CTE Pathways Grant Thai presented curriculum approval timeline for curriculum being developed for the grant. It was determined that approvals could not be completed by grant's fall 2020 deadline and an extension is necessary. The need for a project manager was also discussed. Thai requested that VPI Johnson convene a meeting to assess the status of the grant in terms of coordination, support, and progress.	Johnson – Schedule meeting
	Guided Pathways Pillar 1: Clarifying the Path Program Mapping Contract Project Holloway and Thai met with a software developer named Irving Chin about the possibility of contracting his services for program mapping (if approved for Guided Pathways funding). Thai to send scope of work to committee members who are to provide feedback or questions. Scope will be discussed in more detail at our next meeting.	Thai – Distribute scope of work to committee
VII. Announcements	- Next Curriculum Committee Meeting: November 21, 2019, 12:00-1:30 p.m., L-137 - Next CIPD Meeting: December 2, 2019, 1:00-3:00 p.m., District Boardroom	
VIII. Adjournment	Meeting adjourned at 1:30 p.m.	