

## Meeting Minutes

August 27, 2020

12:00-1:30 p.m.

[Zoom Recording](#)

### MEMBERS:

VOTING			
	Allen, Rose (Counselor)	X	Pharr, Phasasha (Student Services Staff)
X	Altman, Hillary (Division I Faculty)	X	Rogé, Paul (Division II Faculty)
X	Brown, Courtney (Division II Faculty)	X	Thai, Nghiem (Librarian/Chair)
X	Fitch, LaShaune (Curriculum Specialist)	X	Williams, Adoria (DE Representative)
X	Gonzalez Santana, Isela (Division I Faculty)		[vacant] (Faculty)
X	Murphy, Jon (Division III Faculty)		[vacant] (Student)
	Pantell, Steve (Articulation Officer)		
NON-VOTING			
X	Amboy, Marie (Division III Dean)	X	Holloway, Jason (Division II Dean)
X	Chavez, Lilia (Vice President of Student Services)	X	Richardson, Denise (Acting Vice President of Instruction)
X	Foster, Chriss (Interim Division I Dean)		

**GUESTS:** Monica Ambalal, Nurit Yael Ehrenberger Hellion, Dan Lawson, Tom Renbarger

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Meeting called to order at 12:02 p.m.	
II. Adoption of Agenda	Agenda as amended was adopted without objection.	Thai – Send to <a href="mailto:merrittgovdocs@peralta.edu">merrittgovdocs@peralta.edu</a>
III. Approval of Minutes	May 14, 2020, meeting minutes were approved without objection.	Thai – Send to <a href="mailto:merrittgovdocs@peralta.edu">merrittgovdocs@peralta.edu</a>
IV. New Business	<p><b>Review of Committee Bylaws and Membership</b></p> <ul style="list-style-type: none"> <li>The amended bylaws, approved by the Committee on 05/14/20 and ratified by the Academic Senate approved in May 05/21/20, have been posted on the website.</li> <li>New members for 2020-21 include Murphy, Pharr, and Williams. Two seats remain to be filled.</li> </ul> <p><b>Election of Vice Chair</b></p> <ul style="list-style-type: none"> <li>Motion to elect Rogé as Vice Chair to fill the vacancy due to Brad Balukjian's resignation passed unanimously: Altman – Aye Brown – Aye Fitch – Aye Gonzalez Santana – Aye Murphy – Aye</li> </ul>	Richardson & Thai – Negotiate reassigned time for Vice Chair and DE reviewer

Pharr – Aye  
Williams – Aye

**2020-21 Curriculum Approval Timeframe**

- Noncatalog changes become effective the next term after Committee approval.
- Catalog changes and new curricula become effective the next academic year after CIPD reporting as *information only* items and Board approval.
- Per CIPD’s revised bylaws, it will only act on items requiring uniform course numbering and/or with contested consultation among the Colleges.
- Generally, faculty should propose curriculum at least two semesters before the target effective term. To appear on the agenda for Committee approval, a proposal must be completed and launched in CurriQunet at least one month before the target meeting date.

**Fall Semester Priorities**

***Emergency Temporary DE Addenda***

- All addenda submitted by the 08/31/20 deadline shall be reviewed and approved by 10/22/20.
- To date, 183 forms have been submitted, with 65 of approximately 280 scheduled courses still outstanding.

***New DE Addendum in CurriQunet Course Proposal***

- The DE addendum in CurriQunet course proposal forms has been updated to reflect changes to Title 5 requiring:
  1. Achievement of course learning outcomes
  2. Regular and effective contact between instructor and students, and among students
  3. Compliance with the Americans with Disabilities Act and section 508 of the Rehabilitation Act of 1973
- This change does not affect the status of previously approved DE addenda, whether permanent or temporary. As active courses come up for regular curriculum review, they will start using the new DE addendum.

***Program-Level Curriculum Review***

In support of Guided Pathways, the Committee will focus program-level curriculum review this year, prioritizing the following items:

- Updating AD-Ts with revised transfer model curricula (TMCs)
- Reassessing interdisciplinary degrees

Thai – Follow up with deans about outstanding courses

	<ul style="list-style-type: none"> <li>• Converting certificates of proficiency of 16 units or more to certificates of achievement</li> <li>• Finalizing the program mapping project with IC Irving Chin</li> </ul> <p><b>Program Modification Requirements</b> Program updates now require submission of a complete program narrative.</p> <p><b>Technical Review Process</b> Faculty committee members shall continue participating in the technical review process implemented last year. A training session will be scheduled to kick off the process.</p> <p><b>2020-21 Committee Goals</b> The Committee considered the following ideas in setting goals for this year:</p> <ul style="list-style-type: none"> <li>• CurriQunet training for faculty</li> <li>• Address economic disparity and equity in terms of curriculum and labor needs</li> <li>• Investigative analysis of equity at department, division, discipline levels and broader academic perspective.</li> </ul> <p>Committee members were asked to provide additional input to finalize tangible, measurable goals for adoption at the next meeting.</p>	<p>Thai – Send Doodle poll to schedule training</p>
V. Announcements	<ul style="list-style-type: none"> <li>• Next Curriculum Committee Meeting: September 10, 2020, 12:00-1:30 p.m., Zoom</li> <li>• Next CIPD Meeting: September 14, 2020, 1:00-3:00 p.m., Zoom</li> </ul>	
VI. Adjournment	Meeting adjourned at 1:30 p.m.	