Curriculum Committee Meeting Minutes

VIA ZOOM / MCW 301
Tuesday, November 1, 2022 at 3:00pm

ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2023 UNLESS OTHERWISE NOTED.

Called to order: 3:04PM

I. ROLL CALL (Quorum is 10 out of 18 voting members)

VOTING MEMBERS		
Faculty Co-Chair	☒Peter Sezzi (PS)	
Faculty Co-Chair	☒Maline Werness-Rude (MWR)	
Articulation Officer	☒Katie Owashi (KLO)	
Technical Review Chair	☒Michael Callahan (MC)	
Academic Senate President	☒Dan Clark (DC)	
AFT Rep.	Vacant	
Career Education I Division	☒Nicole Falco (NF)	☐ Kafui Okosun (KO)
Career Education II Division	☒Dorothy Farias (DF)	☐John Clark (JC)
College Outcome Group Representative	☒Asher Sund (AS)/ Aurora Meadows (AM)	
English & Math Division	☒Amanda Martin (AM)	☐Vacant
Health, KIN, ICA, Performing & Visual Arts Division	☐ Krenly Guzman Gonzalez (KG)	☒Robin Hester (RH)
Librarian	☒Kaela Casey (KC)	
Library, Languages, Behavioral & Social Sciences Division	☐Rubisela Gamboa (RG)	☐ (Vacant)
Sciences Division	☐Chloe Branciforte (CB)	☐ (Vacant)
Student Services Division	☒Maria Reyes-Sanchez (MRS)	☒Gema Espinoza Sanchez (GS)
NON-VOTING MEMBERS		
CIO co-chair	☒Jennifer Kalfsbeek-Goetz	
ASVC Rep. (ASVC Director of External Affairs)	☐ Rona Williams	
Dean	☐Bernard Gibson (Health/Kin/Athletics/PA)	☐Aaron Jones (SCI)
Dean	☐Lisa Putnam (Lib/Lang/S&B Sci/ Vis Art)	☐Felicia Dueñas (CEII)
Dean	☐Boglarka Kiss (Engl/Math/Comm)	☐Phil Briggs (IE)
Dean	☐Debbie Newcomb (CEI)	☐Leticia Canales (Stud Serv)
Dean	☐Jesus Vega (Stud Serv)	
Academic Data Specialist	☐Olivia Long	
Academic Data Specialist	☐Kelly Denton	
Recorder/Curriculum Technician	☒Sarah Ayala	
Distance Education Liaison	☒Sharon Oxford	
Registrar	☐Gaby Asamsama-Acuña	

Guests: Valerie Stewart (BUS)

II.   ADOPTION OF THE PROPOSED AGENDA (Discussion/Action – 2 min)

P. Sezzi called for a motion to approve the agenda
Motion by: D. Clark
Seconded by: A. Martin
Discussion: None
Final resolution: Agenda approved
Yes: M. Callahan, K. Casey, D. Clark, D. Farias, A. Martin, K. Owashi, M. Reyes-Sanchez,
                      A. Sund
No: None

Voting Tally:

AS/AM	AM	CB	DC	DF	GES	JC	KC	KGG	KLO	KO	MC	MRS	MWR	NF	PS	RH	RG
yes	yes		yes	yes			yes		yes		yes	yes					

Recorder's Note: R. Hester and N, Falco arrived after all voting items

III.   INTRODUCTIONS AND GENERAL ANNOUNCEMENTS (Information)

A.   Public Comments (limited to 5 min per person) [1]

M. Werness-Rude: Question was asked last meeting regarding Credit for Prior Leaning and where the option is in CIM. There is a check box in CIM under Alternate Grading Methods

IV.   CURRICULUM COMMITTEE BUSINESS

A.   None

V.   APPROVAL OF MINUTES: October 18, 2022 (Discussion/Action – 2 min)

P. Sezzi called for a motion to approve the minutes of the 10/18/22 meeting
Motion by: K. Owashi
Seconded by: D. Clark
Discussion: None
Final resolution: Minutes approved as presented
Yes: M. Callahan, K. Casey, D. Clark, D. Farias, A. Martin, K. Owashi, M. Reyes-Sanchez,
                      A. Sund
No: None

Voting Tally:

AS/AM	AM	CB	DC	DF	GES	JC	KC	KGG	KLO	KO	MC	MRS	MWR	NF	PS	RH	RG
yes	yes		yes	yes			yes		yes		yes	yes					

Recorder's Note: G. Espinoza-Sanchez arrived after Minutes vote.

VI.   OLD BUSINESS (Discussion/Action)

A.   None

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[1] Five minutes is allotted to any member of the public who wishes to address the curriculum committee, with a maximum of twenty minutes per topic aggregated for all speakers, unless extended by vote of the committee. At the request of any speaker proposing to address a specific agenda item, the committee may also vote to permit that speaker's comments to be deferred until the meeting progresses to that topic.

VII. REQUISITES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment – 5 min)

1. **New: MUS V13B, MUS V13C, MUS V13D, MUS V36B, MUS V36C, MUS V36D**

2. **Revised or Review: CJ V01, ECON V01A, ECON V01B, ENGL V01B, ENGL V29A, ENGL V29B, ENGL V33, ENGL V34, FILM V01, FILM V02, FILM V05, ENGL V03A, GEOL V02L, GEOL V03L, MUS V02A, MUS V02AL, MUS V02B, MUS V02BL, MUS V02C, MUS V02CL, MUS V02D, MUS V02DL, MUS V10, MUS V11, MUS V12, MUS V14A, MUS V14B, MUS V14C, MUS V15, MUS V17, MUS V21A, MUS V21B, MUS V21C, MUS V22A, MUS V22B, MUS V22C, MUS V24B, MUS V24C, MUS V24D, MUS V31A, MUS V31B, MUS V31C, MUS V31D, MUS V31E, MUS V31F, MUS V31G, MUS V31V, MUS V34, MUS V39, MUS V45, MUS V46, MUS V47**

P. Sezzi called for a motion to approve the Requisite proposals

Motion by:	*D. Clark – both VII. A and B*
Seconded by:	*A. Martin*
Discussion:	*Music courses – many hadn't been touched since CurricUNET. Department was encouraged to fill in the blanks now to make them most up to date.*
Final resolution:	*All Requisite proposals approved*
Yes:	*M. Callahan, K. Casey, D. Clark, G. Espinoza-Sanchez, D. Farias, A. Martin, K. Owashi, M. Reyes-Sanchez, A. Sund*
No:	*None*

Voting Tally:

AS/AM	AM	CB	DC	DF	GES	JC	KC	KGG	KLO	KO	MC	MRS	MWR	NF	PS	RH	RG
yes	*yes*		*yes*	*yes*	*yes*		*yes*		*yes*		*yes*	*yes*					

VIII. DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment – 5 min)

A. **New: FILM V02, FILM V03A, FILM V05, MUS V12, MUS V13A, MUS V13B, MUS V13C, MUS V13D, MUS V20, MUS V36A, MUS V36B, MUS V36C, MUS V36D**

B. **Revised or Review: AG V12, CJ V01, CJ V28, ECON V01A, ECON V01B, ENGL V01B, ENGL V29A, ENGL V29B, ENGL V33, ENGL V34, ESRM V14, FILM V01, GEOL V02, GEOL V02L, GEOL V03, GEOL V03L, GEOL V07, GEOL V09, GEOL V11, GEOL V21, MUS V01, MUS V02A, MUS V02AL, MUS V02B, MUS V02BL, MUS V02C, MUS V02CL, MUS V02D, MUS V02DL, MUS V03, MUS V06, MUS V07, MUS V08, MUS V09A, MUS V09B, MUS V10, MUS V11, MUS V12, MUS V14A, MUS V14B, MUS V14C, MUS V15, MUS V17, MUS V21A, MUS V21B, MUS V21C, MUS V22A, MUS V22B, MUS V22C, MUS V24A, MUS V24B, MUS V24C, MUS V24D, MUS V31A, MUS V31B, MUS V31C, MUS V31D, MUS V31E, MUS V31F, MUS V31G, MUS V31V, MUS V34, MUS V39, MUS V45, MUS V46, MUS V47**

P. Sezzi called for a motion to approve the minutes of Distance Education proposals
Motion by: *K. Owashi – both VIII. A and B*
Seconded by: *M. Callahan*
Discussion: *None*
Final resolution: *All Distance Education proposals approved*
Yes: *M. Callahan, K. Casey, D. Clark, G. Espinoza-Sanchez, D. Farias, A. Martin, K. Owashi,*
                        M. Reyes-Sanchez, A. Sund
No: *None*

Voting Tally:

AS/AM	AM	CB	DC	DF	GES	JC	KC	KGG	KLO	KO	MC	MRS	MWR	NF	PS	RH	RG
yes	yes		yes	yes	yes		yes		yes		yes	yes					

IX. MINIMUM QUALIFICATIONS (Discussion/Action)

A. None

X. CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL (Action; see attachment)

A. Authorizing Remote Teleconference Meetings Pursuant To Brown Act Provisions Included in Assembly Bill (AB) 361 (Rivas) (Discussion/Action- 5 minutes; see document here) – M. Werness-Rude, P. Sezzi

B. Inactivation: MUS V13, MUS V36, MUS V37

C. Update: AG V12, CJ V01, CJ V28, ENGL V29A, ENGL V29B, ESRM V14, GEOL V02L, GEOL V03, GEOL V21, MUS V01, MUS V03, MUS V06, MUS V07, MUS V08, MUS V14A, MUS V14B, MUS V24C

P. Sezzi called for a motion to approve the Consent Agenda proposals
Motion by: *D. Clark – all items – X.A, B., and C*
Seconded by: *M. Callahan*
Discussion: *None*
Final resolution: *All Consent Agenda items approved*
Yes: *M. Callahan, K. Casey, D. Clark, G. Espinoza-Sanchez, D. Farias, A. Martin, K. Owashi,*
                        M. Reyes-Sanchez, A. Sund
No: *None*

Voting Tally:

AS/AM	AM	CB	DC	DF	GES	JC	KC	KGG	KLO	KO	MC	MRS	MWR	NF	PS	RH	RG
yes	yes		yes	yes	yes		yes		yes		yes	yes					

XI. SECOND READING COURSES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)

A. None

XII. SECOND READING PROGRAMS: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)

A. None

XIII. FIRST READING PROPOSALS:

A. COURSE PROPOSALS REQUIRING BOARD OF TRUSTEE APPROVAL (Discussion/Action; see attachment)

1. New: MUS V13A, MUS V13B, MUS V13C, MUS V13D, MUS V20, MUS V36A, MUS V36B, MUS V36C, MUS V36D

2. Revision: CJ V25

B. COURSE PROPOSALS NOT REQUIRING BOARD OF TRUSTEE APPROVAL (Discussion/Action; see attachment – 2 min)

1. Revision: ECON V01A, ECON V01B, ENGL V01B, ENGL V33, ENGL V34, FILM V01, FILM V02, FILM V03A, FILM V05, GEOL V02, GEOL V03L, GEOL V07, GEOL V09, GEOL V11, MUS V02A, MUS V02A, MUS V02AL, MUS V02B, MUS V02BL, MUS V02C, MUS V02CL, MUS V02D, MUS V02DL, MUS V09A, MUS V09B, MUS V10, MUS V11, MUS V12, MUS V14C, MUS V15, MUS V17, MUS V21A, MUS V21B, MUS V21C, MUS V22A, MUS V22B, MUS V22C, MUS V24A, MUS V24B, MUS V24D, MUS V31A, MUS V31B, MUS V31C, MUS V31D, MUS V31E, MUS V31F, MUS V31G, MUS V31V, MUS V34, MUS V39, MUS V45, MUS V46, MUS V47

C. PROGRAMS: (Discussion/Action; see attachment – 5 min)

1. Inactivation: AS Automotive Technology, COA Automotive Technology

2. Revision: AA - General Studies Pattern II/III, Natural Sciences or Mathematics Emphasis, AA - General Studies Pattern II/III, Social and Behavioral Sciences Emphasis, AA - General Studies Pattern II/III, Arts and Humanities Emphasis, AA - General Studies Pattern II/III, Liberal Studies Emphasis

P. Sezzi called for a motion to approve the First Reading proposals

Motion by:	*D. Clark – Items in XIII. A and B*
Seconded by:	*M. Callahan*
Discussion:	*Clarification that CJ V25 has a SAM code change, therefore, does have to go to the Board.*
Final resolution:	*First Reading proposals in items in XIII. A and B. approved*
Yes:	*M. Callahan, K. Casey, D. Clark, G. Espinoza-Sanchez, D. Farias, A. Martin, K. Owashi, M. Reyes-Sanchez, A. Sund*
No:	*None*

Voting Tally:

AS/AM	AM	CB	DC	DF	GES	JC	KC	KGG	KLO	KO	MC	MRS	MWR	NF	PS	RH	RG
yes	yes		yes	yes	yes		yes		yes		yes	yes					

P. Sezzi called for a motion to approve the First Reading proposals in XIII.C

Motion by:	*D Clark*
Seconded by:	*G. Espinoza-Sanchez*
Discussion:	*Changes to GE programs: Programs were updated to bring them back to the alignment of their original intent. In the past few years, courses were added that should not be in these programs, and clean-up of inactivated courses was needed. Now, they are clean and in alignment with our sister campuses.*
	Auto Programs being inactivated since ACE courses are in effect.
Final resolution:	*First Reading Program proposals approved*
Yes:	*M. Callahan, K. Casey, D. Clark, G. Espinoza-Sanchez, D. Farias, A. Martin, K. Owashi, M. Reyes-Sanchez, A. Sund*
No:	*None*

AS/AM	AM	CB	DC	DF	GES	JC	KC	KGG	KLO	KO	MC	MRS	MWR	NF	PS	RH	RG
yes	yes		yes	yes	yes		yes		yes		yes	yes					

XIV. ADMINISTRATIVE CHANGES (Discussion/Action)

   A. None

XV. POLICY AND PROCESS (Information or Discussion/Action)

   A. None

XVI. PHILOSOPHY AND GENERAL EDUCATION CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachments)

   A. None

XVII. REPORTS & STANDING ITEMS (Information)

   A. Co-Chairs – M. Werness Rude, P. Sezzi

   1. Training: How to Enter or Inactivate a Course in CourseLeaf

   Peter explained this process to the group, and recording is posted on the Curriculum Canvas Course under Trainings.

   B. Technical Review Chair – M. Callahan

   1. Program Status Spreadsheet

   2. Curriculum Summary Report

   Michael discussed the course and program reports

   C. Articulation

   K. Owashi: There's a lot in the works: Common Course Numbering and CalGETC especially. Not at lot of information and/or direction has been received yet but will keep you updated.

   J. Kalfsbeek-Goetz – re: Common Course Numbering – we are still waiting to hear what the actual implementation calendar will be. This may take years. Common course units will be part of the deal. Currently the talk is surrounding GE and major courses, but we are still waiting for further information.

   D. Clark – will give a report at the next Curriculum Committee Meeting from his attendance at Plenary

   D. Board of Trustees/ DCCI (formerly DTRW-I)

   E. Subcommittees/Workgroups

   1. CCT Task Force Workgroup Updates – D. Farias

   a. Link to the canvas course: *https://vcccd.instructure.com/enroll/L6JJLF*

   F. Recent Curriculum Approvals at the State (CCCCO) – S. Ayala

   The ADT for Social Justice Studies: Chicana/o Studies was approved with an administrative change which was requested by the State.

XVIII.DISCUSSION/INFORMATION (Information or Discussion/Action)

   A. None

XIX. REQUESTS FOR FUTURE AGENDA ITEMS

Meeting adjourned: 4:04pm

NEXT MEETING
November 15, 2022
Location: via Zoom

Written materials relating to a Curriculum Committee meeting item that are distributed to at least a majority of the Curriculum Committee members less than 72 hours before a noticed meeting and that are public record not otherwise exempt from disclosure will be available for inspection at Ventura College located at
4667 Telegraph Road, Ventura, CA 93003 or at the Curriculum Committee meeting.

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of:
Dr. Jennifer Kalfsbeek-Goetz, Vice President Academic Affairs
Ventura College - 4667 Telegraph Road, Ventura, CA 93003 - (805) 289-6464

 2022-2023 Curriculum Committee Goals:
- **Provide training(s) to the Curriculum Committee (CC) on curricular and program proposals in order to promote a culture of participation at CC meetings**
- **Complete FT Articulation Officer recruitment and, if it is not successful, continue recruitment until filled.**
- **Develop and implement specific processes for course and program in-putting and review that involve CC members**
   a. **Help CC members work with discipline faculty to have curricular and program proposals ready for CC approval**
   b. **Engage CC members in the technical review of courses**
- **Maintain transparency of:**
   a. **Course and program review processes**
   b. **Higher order curricular issues (and types of curriculum)**
- **Committee supports faculty in revising courses/programs to ensure maximum equity and anti-racism a. See also the Academic Senate of California Community Colleges Resolution 9.01, "F21 Adding Culturally Responsive Curriculum, Equity Mindedness and Anti-Racism to Course Outline of Record (COR) Requirements in Title 5"**

Curriculum Canvas Page Link