Curriculum Committee Meeting Minutes
Multi-Disciplinary Center – West, Room 312 (MCW 312)

Tuesday, March 7, 2023 at 3:00pm

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

Called to order: 3:16pm

I. ROLL CALL (Quorum is 8 out of 15 voting members)

VOTING MEMBERS		
Faculty Co-Chair	☒Peter Sezzi (PS)	
Faculty Co-Chair	☐Maline Werness-Rude (MWR)	
Articulation Officer	☐Vacant	
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)	☐Vacant
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	☐Nenagh Brown (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 Specialist	☒Sarah Ayala	
Distance Education Liaison	☒Sharon Oxford	
Registrar	☐Gaby Asamsama-Acuña	

Guests: Francisco Fuentes (ETHS)

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

P. Sezzi called for a motion to approve the agenda
Motion by: *C. Branciforte*
Seconded by: *N. Falco*
Discussion: *None*
Final resolution: *Agenda approved as presented*
Yes: *C. Branciforte, M. Callahan, K. Casey, G. Espinoza-Sanchez, N. Falco, A. Martin,*
                        M. Reyes- Sanchez
No: *none*

   Recorder's Note: D. Farias arrived after the agenda vote.

III.   INTRODUCTIONS AND GENERAL ANNOUNCEMENTS (Information)

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

   Group introductions around the table. No public comments.

IV.   CURRICULUM COMMITTEE BUSINESS

A.   DE Changes (Information – 10 min) – S. Oxford

   S. Oxford covered information and new changes in DE. Power point and can be found here.

   Discussion on boilerplate language for DE courses

B.   AP Scores and the Catalog – P. Sezzi

   Please share this page from the catalog with your areas– last time this has been reviewed was 2018. Please see if there are any proposed changes. Issues have been noted for English, Math, Spanish and Chemistry specifically.

   Any changes – bring it to CC. Plan to go over them at the last CC meeting

   Look at last printed catalog for more reference as well as MC/OC catalogs.

   Item to go on agenda as an action item at the April meeting.

C.   Updated information on AB1111 and CalGETCyou

   April Captain's Chat at VC will be giving information on this topic.

   AB928 =CalGETC, AB1111 = Common Course Numbering.

   Implementation of AB1111 Will take a few years to implement.

   Common Transfer, or AB928 is to be a common pathway. Expected to be voted in at the end of May.

   CalGETC- implementation date is July 1, 2024

   AB1111- originally 2023 (adopted by), and implemented gradually.

D.   Curriculum Co-Chair Nominations

   Maline will be on sabbatical next year – not seeking to run again. Peter has also chosen not to serve as co-chair for another term. Nominations for new co-chairs will be accepted at the next meeting, elections at the final meeting. Term Is 2 years. Maline and Peter willing to help successor(s) over the summer. Release time is 0.4 if one person, 0.2 if position is split.

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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.

E.   AO Status

Recruitment is currently in process. Expected start date of new person July 1, 2023. Any AO related questions, please send them to Peter and Maline and they will do the best we can. Currently, we do not have an articulation office.

V.   APPROVAL OF MINUTES: February 7, 2023 - Discussion/Action – 2 min)

P. Sezzi called for a motion to approve the minutes from the 2/7/23 Curriculum Committee meeting

Motion by:	C Branciforte
Seconded by:	M. Callahan
Discussion:	None
Final resolution:	Approved
Yes:	C. Branciforte, M. Callahan, K. Casey, G. Espinoza-Sanchez, N. Falco, D. Farias, A. Martin, M. Reyes- Sanchez
No:	None

VI.   OLD BUSINESS (Discussion/Action)

    A.   None

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

    A.   None

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

    A.   None

IX.   MINIMUM QUALIFICATIONS (Discussion/Action)

    A.   None

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

    A.   None

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.   None

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

        1.   None

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

1. ~~Revision: AS Diesel Mechanics, COA Diesel Engine Repair, COA Medium and Heavy-Duty Vehicle Repair, COA~~

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

Motion by:	*M. Callahan moved to <u>remove</u> 3 programs from consideration as they are not ready at this point to be approved by the committee.*
Seconded by:	*C Branciforte*
Discussion:	*Minor edits needed. Programs expected back for next Curriculum Committee meeting.*
Final resolution:	*Programs removed from consideration and planned to be at the next CC meeting*
Yes:	*C. Branciforte, M. Callahan, K. Casey, G. Espinoza-Sanchez, N. Falco, D. Farias, A. Martin, M. Reyes- Sanchez*
No:	*None*

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 Training – M. Werness Rude, P. Sezzi**

No training scheduled for this meeting

B. **Technical Review Chair – M. Callahan**

M. Callahan explained each report to the group.

1. [Fall 2022 Curriculum Summary Report](#) – 12-12-22

2. [CY 2022 Courses Wrap-Up Report](#) – 12-12-22

3. **Program Status Spreadsheet (see [attachment](#) in share folder)**

4. [Priority 1 Courses by Discipline – 2023-2024](#) – 01-11-23

C. **Articulation**

Item not discussed

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

Item not discussed

E. **Subcommittees/Workgroups**

1. **CCT Task Force Workgroup Updates – D. Farias**

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

No information to report

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

New: Agriculture Pest Control Adviser Preparation COA approved 2/24/2023.

5 programs awaiting review at the State

2 programs awaiting corrections for submission

2 inactivations at BOT in March.

XVIII. DISCUSSION/INFORMATION (Information or Discussion/Action)
A. None

XIX. REQUESTS FOR FUTURE AGENDA ITEMS

Meeting adjourned: 4:35pm

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NEXT MEETING

April 11, 2023
Location: MCW 312
In-Person Meeting

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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