

## Chabot College Curriculum Committee Minutes October 4, 2016

**Chair:** Dara Greene

**Voting Member Present:** Aaron Deetz (late), Mireille Giovanola (late), Lynn Klein, Erin Kelly, Christine Santiago, Connie Telles, Arturo Lopez Yanez

**Absent:**

**EX Officio Members Present:** Jane Church, Edna Danaher, Char Perlas, Stacy Thompson, Shannon Stanley,

**Student Services:** Rozen Bondoc and Jean Lee

**Academic Services:** Michelle Chan, Megan Parker, and Angela Villasana

**Guests:** Business: Jane Wolford, Julie Coan, SLOAC Chai, Wayne Phillips, Kristin Lima and Dale Wagoner

**Minutes by:** Catherine Gentiluomo

Agenda Item	Discussion	Action Items
1. Call to order	2:19 PM by Dara Greene, Chair	
Introductions	Michelle Chan, new curriculum specialist was introduced to the committee. She will be responsible for CurricUNET, faculty training, catalog and state submission of coursework.	
2. Minutes 09/20/2016	Minutes were reviewed and approved as corrected.	Minutes were approved as corrected 6/0 J. Church to post to website
3. Presentation		
Business & Applied Tech Lynn Klein	Courses have been deactivated. The active courses updated to the current textbook.	
Wayne Phillips	CNT courses has been deleted. He needs to launch several of the courses as they are not through level 1 at this time. He will launch the program deactivation this week. ESYS 57C and ESYS57D are new courses and will be cross listed. This will be part of a new program through Developmental Pathways/INDT degree/ Advanced Mfg. and Industrial Tech and presented in November. INDT 74 should still be an active course. He has updated the textbook and Student Learning Outcomes (SLO's).	M. Chan to update INDT 74 from historical to active.  W. Phillips to launch all courses discussed.
Social Sciences		

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Women’s Studies, Jane Wolford	<p>This program and courses have been moved from GNST to Social Sciences. The coursework is taught over several specialties; Health, English and History, but it is felt this will be the best fit. She would like to offer <i>Certificate of Achievement</i> or <i>Proficiency</i>. It was explained the <i>Certificate of Proficiency</i> would be posted to the student’s transcript and required 18 units. The current model is listed as 17-18 and will be corrected. Either certificate will require a narrative from the author for state approval. She will continue to explore developing and AA/AS degree path for this program.</p> <p>Additional coursework is being developed and will be considered for this program at a later date.</p>	<p>J. Woeford will submit narrative for the certificate and correct the overall coursework required to 18.</p>
4. Voting	<p><b>ARCH 2A, ARCH 2B, ARCH 68 and ID 68</b> were reviewed and approved. ARCH 68 is cross-listed with ID 68 and will be approved as four units.</p>	<p>Author to verify current textbook on all courses. <i>Motion to approve these course updates and modifications. 7/0</i></p>
	<p>MUSIC Program total units was discussed and reviewed. The CORE classes should be 24 units. The language will be verified with TMC state required language before submitted</p>	<p><i>Motion to approve the Program as updated. 7/0</i></p>
	<p>ESL needs author updated and PEAC courses need committee review.</p>	<p>Committee to review current proposals in their <i>Queue</i> for voting block next meeting.</p>
5. Shared Coursework Proposals	<p>J. Church discussed with the committee the separate process for shared coursework. She has included a tutorial on the faculty help site. There is a checklist to review to determine if you need to go through the ‘shared’ process or just individual course update i.e. textbook updates.</p>	
6. Good of the Order	<p>D. Greene discussed adding feature to CurricUNET for Program Learning Outcomes (PLO) this would make this part of the online course outline. In addition it would remind</p>	<p>October 19, 2016 these minutes were reviewed and approved as corrected.</p>

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	faculty when updating coursework to review course within the program as well. Committee discussed and agreed to request the upgrade.	
	Grade Option: J. Church has added the Grade Option feature to the course checklist. This will allow the faculty to note letter, passing / non -passing grades for all courses.	
	Chair, Dara Greene, will be on maternity leave next spring. If you are interested in the chair of this committee please see her or Dr. Thompson. The position must be approved by the committee, faculty senate and Dr. Thompson.	D. Greene to email campus-wide for open position as chair in the spring.
SLO PT Julie Coan, SLOAC Chair	SLO access for PT faculty was discussed with the committee. She is working on a different access with multiple leads within each division both PT and FT instructors.	
	Meeting Adjourned 3:30 Next meeting scheduled for Tuesday, October 18, 2016	