

**Chabot College Curriculum Committee
Minutes November 27, 2018**

Chair: Dara Greene

Voting Member Present: Aaron Deetz, John Chan, Erin Kelly, Shannon Stanley, and Connie Telles

SSCC: Brittany Harrison for Lorenzo J. Caballero, President

Absent: Juan Pablo Mercado, Arturo Lopez Yanez, Julie Coan, OAC Chair, Miguel Colon

EX Officio Members Present: Shannon Stanley

Student Services: Rozen Bondoc **Academic Services:** Rick Hassler, Jamal Cooks and Sara Parker, and VP Stacy Thompson

Guests: Christina Read, CTE

Minutes by: Catherine Gentiluomo

Agenda Item	Discussion	Action Items
1. Call to order	2:20 by Dara Greene, Chair	
2. Minutes 10/18, 10/30 and 11/6/2018	Minutes were reviewed and approved as corrected.	<i>Motion to approve minutes as corrected 10/18 EK/CT 4/0/1. 10/30 CT/EK 3/0/2, 11/6 EK/SS 4/0/1 To be posted to website</i>
3. Consent Voting COR's and Programs	VP Thompson discussed the continued conversation with Administration, Language Arts Division Faculty, Faculty Senate and Curriculum Chair about the increase in English course work from 3 to 4 units. This increase affects the majority of degrees on campus, the new funding budget and model, costs to students, financial aid and obligation to support all students. Meetings are set in the spring to evaluate the courses and additional units. It is noted nursing has been request to reduce the number of units in their degree by the State Board of Registered Nursing. This will affect the program in reducing nursing course units to accommodate general education classes. Or a reduction in general education course requirements to allow for needed nursing education to future nurses. Nursing is one of the largest declared majors at Chabot.	<i>VP Thompson will continue to discuss in meeting scheduled for spring and report to the curriculum committee.</i>
	Language Arts:	<i>No Vote taken</i>

Agenda Item	Discussion	Action Items
	<p>ENG 1A, 4 and 7 will create new course numbers for the 4 units courses. Both versions of the increase course units are in CurricUNET pending above meetings and discussion. ESL/ LNSK courses and French Program will also be on hold until further discussion.</p>	
	<p>The following courses were returned to author. GNST 32A, BUS 45, MCOMM 50, Real Estate Agent & Broker Certificates, HIS 52, PSY 2, PSY 7, Social Work and Human Services Program</p>	<p><i>D. Greene to return courses to authors.</i></p>
	<p>The following courses were reviewed, updated and approved for submission to the state: Apprenticeship APTE 9702-9720</p>	<p><i>Motion to approve this program with updates and modifications as shown. EK/SS Approved 5/0/1</i></p>
	<p>Arts & Humanities ART 201, ART 1, 5, 6, DIGM 15, 31,B, MCOMM 40, 42, 44</p>	<p><i>Motion to approve this course with updates. AD/ED Approved 5/0/1</i></p>
	<p>Business Technology BUS 8, 10, 26, 42, 45 REST 81B,82B, REST 85, 85, 87, & 89</p>	<p><i>Motion to approve this course with updates. EK/AD Approved 5/0/1</i></p>
	<p>AS Degree & Certificate: Advanced Manufacturing Technology Deactivate: Retail Management Program, this course has had no graduates in the last five years and not in the state Inventory.</p>	<p><i>Motion to approve this new course with updates noted. Ct/AD Approved 5/0/1</i></p>
	<p>Psychology – Counseling AS Degree: Human Services Deactivate: Human Service and Liberal Studies Elementary Teacher Preparation Programs</p>	
	<p>Science and Mathematics: MTH 18, 37W, 41W, 47W, AS Degree; Engineering (update to program0</p>	<p><i>Motion to approve this new course and modified courses with updates noted. EK/JH Approved 4/0/1</i></p>
	<p>Social Sciences: ECD 62, 63, 69, 79, 90, 95 and 96 ES 53, 63</p>	<p><i>Motion to approve new and, updated/modified courses with updates noted. EK/AD Approved 4/0/1</i></p>

Agenda Item	Discussion	Action Items
	HIS 53, 62	
<p>4. Changes to Curriculum Committee for Spring 2019</p>	<p>Ongoing discussion of new face of the Curriculum Committee. With support of VP Thompson, a Trial Technical committee will be established next spring. This committee will complete the initial course review for technical issues; units, course descriptions, objectives listing, format edits, college level standard language usage, punctuation, SLO, catalog descriptions, etc., prior to submission to Curriculum Committee for content review and approval.</p> <ul style="list-style-type: none"> • The committee reviewed a new flow charts utilizing a new Curriculum Technical Committee for spring 2019. The scheduler will be added to the Technical Committee. E. Kelly has agreed to chair this committee. Should A/R be present at Level 3 approval? • VP Thompson is working to schedule additional time on Flex Days for training in new courses and coding. • New Curriculum specialist may have additional duties within this committee. Do we need additional faculty or classified professional support positions? • E. Kelly and D. Greene are working on checklist to include with CurricUNET which will be signed by the author to ensure completion of all requirements before submission. • How will new proposals be submitted to the committee; By Division, create a window for programs and allow for end of semester submission, by modifications or updates (fall) vs new (spring), and or CTE program separately? Committee will continue to discuss options for submissions. 	<p>VP Thompson to submit PAF for change in release time for E. Kelly and D. Greene.</p> <p>D. Greene and E. Kelly to create checklist for committee review next meeting.</p>
<p>5. Good of the Order</p>	<p>The committee discussed moving the December 4th meeting to December 11th to assist in updating courses for voting</p>	<p><i>Final Meeting for Fall 2018 will be moved to December 11, 2018 2:30 PM.</i></p>

Chabot College Curriculum Committee Minutes

Agenda Item	Discussion	Action Items
		<i>D. Greene to notify committee members not in attendance today.</i>
6. Adjournment	Meeting Adjourned 4:30 PM Next meeting scheduled for Tuesday, December 11, 2018 2:30 PM.	

