Meeting Minutes from December 4, 2014

Curriculum Committee

Voting Members: Fernando Agudelo-Silva, Becky Brown, Lisa D'Agostino, Caitlin Escobar, Karen Koenig, Sara McKinnon, Lisa Morse, Jessica Park, A Joe Ritchie, Nadia Sanko

Nonvoting Members: Cari Torres, Debbie Wiebers

Chair: Dave King

Guests: Rossana Pagani, Luz Moreno

Topics Discussed:

1. Jessica Park and Becky Brown motioned to approve the minutes from November 20th. The minutes were approved by all voting members who were present, except for Becky Brown and Caitlin Escobar, who abstained.

2. Sara McKinnon reported on the Academic Senate meeting. The Senate finalized a memo on long-term academic scheduling. It also discussed issues with bookstore ordering, the student equity plan, and an update on the Umoja program. Please see the Academic Senate minutes for December 4th for more information.

3. Cari Torres reported that UDWC did not meet.

4. Luz Moreno, Rosanna Pagani, and Nadia Sanko presented on a proposal to change the title, number, and units associated with SPAN 203HB. The committee recommended that the current outline be revised and submitted by the following week with a title and unit change for Fall 2015 implementation, and a new course outline be developed by next fall with the number change for Fall 2016 implementation.

5. Dave King updated the committee on the following points:

   a. Several resolutions were passed at the ASCCC Fall 2014 Plenary having to do with curriculum. These resolutions were sent to the committee by email and are available on the ASCCC Fall 2014 Plenary website.

   b. The COM website was improperly displaying the titles for some degrees and certificates, primarily in Multimedia Studies. Derek Wilson identified the problem, and Cari Torres with OIM and IT to fix the problem.

   c. For full-term credit courses, the semester length should be 17.5 weeks. This is how COM reports to the Chancellor’s Office. Noncredit courses are 16 weeks. This is significant for the student units and teaching units fields of the course outline.
d. An extra technical review session will be held on Thursday, December 11\textsuperscript{th} from 1:00pm to 3:00pm for those able to attend during finals week. Sandwiches and drinks will be provided. Cari Torres will send out an Outlook invitation: please respond so she can order food.

e. Next Spring, the Curriculum Committee will hold elections for the chairperson position. Dave will not be running for reelection as chair, though he plans to stay on the committee and help with the implementation of CurricuNET. He encourages current committee members to consider running for the position. It’s a two-year commitment with three units of reassign time each semester. Dave is working with Sara McKinnon and Cari Torres to develop a position description to help delineate the chair’s duties.

f. Dave thanked the committee for their participation and hard work all semester, especially with large amounts of technical review.