Meeting Minutes from August 28, 2014

Curriculum Committee

Voting Members: Fernando Agudelo-Silva, Rebecca Beal, Becky Brown, Paul Cheney, Caitlin Escobar, Luna Finlayson, Sarah Frye, Dave King, Karen Koenig, Sara McKinnon, Lisa Morse, Jessica Park, Joanna Pinckney, Nadia Sanko

Nonvoting Members: Kim O’Gara, Cari Torres, Debbie Wiebers

Guests: Bob McCoy

Topics Discussed:

1. Caitlin Escobar and Joanna Pinckney motioned to approve the minutes from May 8th. The minutes were approved by all voting members present except for Fernando Agudelo-Silva, Rebecca Beal, Sarah Frye, Karen Koenig, and Sara McKinnon, who were either not present at the May 8th meeting or were not voting committee members during the spring semester.

2. Sara McKinnon reported on the Academic Senate meeting. The main topics for discussion were recent drops of students due to non-payment and the development of language for faculty evaluation of managers. Please see the Academic Senate minutes for August 28th for more information.

3. Dave King updated the committee on the Fall 2014 course revision cycle list. A web version of the list is available on the Curriculum Committee website. Also, Dave will be holding a drop-in Course Outline Workshop on Friday, September 26th from 10:00am to 12:00pm in the Information Literacy Classroom at the Kentfield Library. All committee members and faculty are encouraged to attend to work on course outlines. Dave also reported that a list of conditionally approved and not approved courses for C-ID designation will be available on the Curriculum Committee website and presented at the Department Chairs meeting the following week.

4. Meeting attendees introduced themselves and discussed what they are looking forward to in the 2014-15 academic year.

5. The committee reviewed key parts of AP 4020: Program and Curriculum Development. Members discussed the approval process at College of Marin as well as other institutions that review curriculum. The committee also discussed membership needs, including a student representative. Dave distributed new 2014-15 catalogues to the committee members present.

6. Dave reviewed his main goals for the semester, which include earlier and more thorough technical review training, reviewing all courses for the 2014 course revision cycle, tracking conditionally approved and not-approved courses for C-ID, advocating for a new course outline form and database, and working with faculty to
promote prerequisites through content review that can help with student success. Attendees were given homework to come up with their goals and a potential agenda items for the committee.

**Outlines Approved for Deactivation:**

JPNS 105A, B, C, and D