Curriculum Advisory Committee
Meeting minutes

	DATE: August 28, 2019 LOCATION: BMC 201 @ 3:50 -- 5:00pm Attendees:		
	Richard Abend, ESL → Voting Member	✓	Laura Loop, Nursing → voting member
	Judy Cutting, Dean of Instruction -- CTE	✓	Gamble Madsen, Chairperson/Creative Arts → voting member
✓	Keith Eubanks, Humanities → voting member	✓	Erin O'Hare, Kinesiology, → voting member
	Fred Hochstaedter, Academic Senate → voting member		Laura Patterson, CurricUNET Specialist
✓	He Seon Ihn, Articulation Officer → voting member	✓	Beth Penney, Basic Skills/Humanities → voting member
✓	Lynn Iwamoto, Physical Sciences → voting member	✓	David Seagal, Business & Technology → voting member
✓	LaRon Johnson, Counselling/Student Services → voting member	✓	Rachel Whitworth, Social Sciences → voting member
✓	Kim Kingswold, Curriculum/Catalog Technician		Cathryn Wilkinson, Dean of Instruction -- Liberal Arts
✓	Jon Knolle, Acting VP of Academic Affairs, Dean of Instruction -- Library, Learning Resources & Online Ed		Vacant, Library
✓	Vanessa Lord, Life Science → voting member		Kendall Diaz, Student Representative → voting member

✔	Vincent van Joolen, Dean of Instruction --- Stem	✔	John Skellenger, Admin Asst III, Guest Support

Meeting Chaired by: Gamble Madsen
Notes Submitted by: John Skellenger

Agenda Item		Action
Announcements	Welcome Erin O'Hare (Kinesiology)	
Call to Order		3:36 pm
Comments from Visitors	No comments	
Approval of August 28, 2019 Agenda		Motion to recommend: Rachel Seconded: Laura CAC Committee Voted: Aye
Consent Agenda		
Deletions: (effective Fall 2020) Gent 404 (replaced by another course)		Motion to recommend: Beth Seconded: LaRon CAC Committee Voted: Aye
Action Agenda		
Courses and Programs		

CSIS 80 Introduction to UNIX and Linux	DE Revision	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye
		Motion to recommend DE: Rachel Seconded: Gamble CAC Committee Voted: Aye
ECED 81 Creativity in Art and Small Motor Development	Revision Suggested revisions to Outcomes: Merge 1 and 2 together Merge 4 and 5 (maybe 6 & 7) together to create fewer outcomes. Keith will work with Diane to revise outcomes.	Motion to recommend: Beth Seconded: Keith CAC Committee Voted: Aye Approved pending outcome revisions/merges for ECED 81
ECED 82 Science and Math Curriculum	Revision	Motion to recommend: Rachel Seconded: Laura CAC Committee Voted: Aye
ECED 82 Science and Math Curriculum	Co-Requisite/Requisite approval	Co/Requisite Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye
ECED 83 Large Motor Development: Music and Movement for Young Children	Revision	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye
CAC Approval and submission to Academic Senate for review:		
Revision to curriculum review and approval process		Motion to recommend: Keith Seconded: Laura

Link to Review/Approval Process This process shows a reduction in the number of times a proposal goes to Dean of Instructional Planning. It was presented to the Academic Senate President last Spring for a discussion about the process/flow and who contributes when. There were concerns that that faculty don't have control over the final outcome and it could get hung up at the VPAA level. The VPAA is looking at Ed Code and budgetary aspects. It was suggested to add the VPAA into Tech Review since they are viewing for things like Ed Code compliance and funding. Discussion included the pros and cons of the move, perception of the process and finished with the consensus that a change was not necessary, but further explanation is warranted. Explain that VPAA can't stop the forward movement but provide information for CAC to make their final decision. Reverse steps 11 and 12. Next step - share with Senate the revised process.	CAC Committee Voted: Aye Approved pending updates to updating number/reversal of 11 and 12
Revisions to MPC GE Standards - Area B, Area E, and Area F Reviewed the edits made last year to General Ed areas B, E and F. The group was in consensus that the edit were still good. There was a discussion of the timeline for when these would take effect in either Fall 2020 or Fall 2021. For implementation in Fall 2021, existing courses will need to be on the agenda for the April 2021 GER meeting to be re-reviewed. Gamble will send an email reviewing the timeline for the new changes. When CSU & IGETC denies a proposal they give a year grace period to make changes to the course. We don't do that at MPC. We may consider implementing this type of procedure. This allows the author to make changes to the course to meet the standards within that year. This will also help students if the class is in their Ed Plan. This may also help change the perception of the Gen Ed approval process. This will take effect for the next GER in April 2020. If an existing GE course doesn't meet the standards, they will have a one year grace period to make changes so they don't lose it.	Motion to recommend: Rachel Seconded: Keith CAC Committee Voted: Aye Language approved and will move forward to Senate with timeline for implementation.

Discussion Agenda		
Curriculum Advisory Committee training session (see presentation offered at the Fourth General Session of the 2019 Curriculum Institute; asccc.org) Certification will be due to the chancellor's office sometime in October 2019.		
Next Meeting: September 4, 2019 Location BMC 107		