**COLLEGE OF ALAMEDA Curriculum Committee Meeting**

**Minutes – May 7, 2019 1:00 PM L-237**

**Present**: V.Phan, A.McClanahan, K.Tran, A.Buchalter, D.Burgess, R.Olive, H.Ko, P.Nelson, E.Jennings, J.Smithson, L.Thompson

**Absent**:

**Guest**:

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| **Topic** | ***Discussion*** | **Follow-up Action & Recommendations** |
| 1. **Organizational Items**   1.1 Call to Order | *1:11PM* |  |
| 1.2 Approval of Agenda | *Additions to Agenda:*  *Span 22 Spanish for Bilingual Speakers*  *Curriculum Election(s)*  *D.Burgess motioned to approve with amendments* | APPROVED - MSU (D.Burgess/J.Smithson) |
| 1.3 Approval of Minutes | *4/16/19 minutes*  *Motioned to approve as amended to include as adopted as policy”* | APPROVED - MSU (D.Burgess/J.Smithson) |
| 1. **Old Business**    1. Course Program Approvals |  |  |
| * + 1. New Courses | Span 22 – Spanish for Bilingual Speakers I  Discussion: Course is borrowed and matches Laney descriptors; course is designed to be in place with 1A  D.Burgess motioned | APPROVED – MSU (D.Burgess/L.Thompson) |
| 2.1.2 Course Reactivation | NONE |  |
| 2.1.3 Course Updates | Non-Catalog Changes:  ENGL 10B - Creative Writing  (Updated Textbooks, Duration, DE)  ENGL 210A – Creative Writing  (Updated Textbooks, Duration, DE)  ENGL 210B – Creative Writing  (Updated Textbooks, Duration, DE)  LRNRE 211 – Computer Access  (Updated Textbooks, SLO)  LRNRE 213A – Improving Cognitive Skills  (Updated Textbooks, SLO)  LRNRE 213B – Improving Cognitive Skills  (Updated Textbooks, Content, SLO)  LRNRE 272 – Computer Access Projects  (Updated Textbooks, SLO)  D.Burgess motioned to approve as a block | ALL APPROVED – MSU (D.Burgess/L.Thompson) |
| 2.1.4 New Program |  |  |
| 1. **New Business** |  |  |
| * 1. Chair Report | Discussion on summary to report to Academic Senate, College Council & other constituencies   * Discussion to include additional metrics to show other work done by the college faculty * Consider the measure of productivity of this committee as opposed to measuring it in program review   Workflow policy:   * Discussion to present new adopted policy from April 16th minutes * Discussion on revising the language from “The Numbers” table to differentiate what is submitted to the state   Requested to include the training titles for clarification:  Curriculum Development  Training on Credit Certificates  Future training:  Non Credit Certificates (tbd) |  |
| 3.2 | Election discussion on vacancies based on bylaws  There is currently:  1 Student Services  2 Liberal Studies and Language Arts  1 Career Education  1 Student Representative  V.Phan will step down as Curriculum Chair next AY  D.Burgess recommendation of Vice Chair J.Smithson as new Chair R.Olive second support  Formal nomination by L.Thompson for J.Smithson as next chair- V.Phan second (unanimously approved)  Discussion on Vice Chair tabled for next curriculum with R.Olive expressing interest in position |  |
| 1. **OTHER** |  |  |
| 1. **Announcements** | P.Nelson to no longer be Tech Committee Chair next AY |  |
| 1. **Next meeting** | September 2019 |  |
| 1. **Adjournment** | 1:48PM |  |