**COLLEGE OF ALAMEDA Curriculum Committee Meeting: Minutes**

**Date: Sept. 3, 2019 Time: 1:00 PM Room: L-237**

**Present**: J. Smithson, V. Phan, P. Nelson, D. Burgess, H. Ko, O. Fish, V. Virkkila, L. Thompson, D. Miller

L. Celhay, E. Jennings, A. McClanahan

**Absent**: F. Nguyen, R. Majlesi, A. Buchalter

**Guest**: A. Park (SLOAC rep)

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| **Topic** | **Discussion** | **Follow-up Action & Recommendations** |
| 1. **Organizational Items**   1.1 Call to Order |  |  |
| 1.2 Approval of Agenda | Additions/Corrections to Agenda? | APPROVED - D. Burgess moved, seconded by V. Phan, unanimous approval |
| 1.3 Approval of Minutes | 5/7/2019 minutes  Discussion? | APPROVED – D. Burgess moved, V. Phan Seconded, unanimous approval |
| 1. **Old Business**    1. Course Program Approvals | Updates from previous meeting  DENTL 252 Overview of the Dental Profession, SLOs to be updated,  SPAN 22A Spanish for Bilingual Speakers I, need to match Laney wording, Frank verified that it matches now.  CHEM 30A Introductory General Chemistry, they are going to review. | Information |
| * + 1. New Courses |  |  |
| * 1. 2 Course Reactivation |  |  |
| 2.1.3 Course Deactivation | ADAM 231 ADAM 231-ADAM 231 (no course title)  ADAM 232 ADAM 232 - ADAM 232 (no course title)  AMT 61A AMT 061A - AMT 061A (no course title)  AMT 61B AMT 061B - AMT 061B (no course title)  AMT 61 C AMT 061C - AMT 061C (no course title)  AMT 71A AMT 071A - AMT 071A (no course title)  AMT 71B AMT 071B - AMT 071B (no course title)  AMT 71C AMT 071C - AMT 071C (no course title)  AMT 71D AMT 071D - AMT 071D (no course title)  AMT 73A AMT 073A - AMT 073A (no course title)  AMT 73B AMT 073B - AMT 073B (no course title)  AMT 73C AMT 073C - AMT 073C (no course title)  AMT 73D AMT 073D - AMT 073D (no course title)  AMT 248AB AMT 248AB - AMT 248AB (no course title)  AMT 248AC AMT 248AC - AMT 248AC (no course title)  APPR 401 Auto Body Repair  APPR 405 Auto Painting  APPR 448AA Computer Literacy  ATECH 48AC ATECH 048AC (no course title)  BIOSC 48AA Population Genetics  BUS 55 BUS 055 - BUS 055 (no course title)  BUS 204 BUS 204 - BUS 204 (no course title)  BUS 205 BUS 205 - BUS 205 (no course title)  BUS 238B Word Processing II  BUS 239A BUS 239A - BUS 239A (no course title)  DANCE 31 Basic Dance  DANCE 40 Modern Dance  DANCE 43 Swing Dance  DANCE 44 Salsa  DANCE 45 Swing, Salsa and Tango  DENTL 250 DENTL 250 - DENTL 250 (no course title)  DMECH 13 DMECH 013 - DMECH 013 (no course title)  HLTOC 48AA Introduction to Epidemiology  HUMAN 13 HUMAN 013 (replaced by 13A & B)  LRNRE 248AG Financial Literacy  LRNRE 265 Technical Sckills Workshop  PSYCH 848AA Stress Management - no work since 2010  SPAN 1C SPAN 001C - SPAN 001C (no course title) | Discussion – Any of these deactivated at the chancellor’s office? JS - Frank checking on deactivation, clean up, what is deactivated at the state. If not, they should be deactivated at the department level. DM - two different things, 1. Removing courses from the system that are already deactivated at the state, 2. Deactivating courses that disciplines no longer want to offer. D. Burgess, move forward all but tableAPPR courses for Autobody, D. Miller, friendly amendment to table all APPR, L. Thompson, Miller friendly amendment to remove BUS 238 B, R. Majlesi seconded |
| 2.1.4 Course Updates | Discipline Course # Course Title Units SLO DE Duration  Catalog Change  COPED 450 General Work Experience 1 Var. yes no 6 weeks  (District updates)  COPED 451 Occupational Work Experience 1 Var. yes no 6 weeks  (District updates)  Non-Catalog Change  BUS 002 Introduction to Business Law 3 yes yes >6 wks  (updated textbooks, DE, duration) | DB move to approve COPED updates, DM mentioned that 451 must be deactivated and used by all programs as the template for Occupational Work Experience,  R. Majlesi seconded the motion to approve with the DM amendment  VP move to approve, DB 2nd |
| 2.1.5 New Program | None |  |
| 1. **New Business** |  |  |
|  | * 1. By-Laws discussion – Deans as voting members or not? | MG moved to table discussion until deans present, DB second |
| 3.2 | New members: Discussion, we have several vacancies on our committee, bylaws talk about waiting until March to determine, | DB move RM, second move to seek Academic Senate replacements now. |
| 3.3 | OTHER – Meeting time change discussion | Meeting time change discussion – Meet 12:30-2:30, or 1:30-3:00? DB & LT, move to 12:30-2:30 time, RM moves to withdraw, HK/VP move to send doodle poll of two options for curriculum members, and get votes back. We want as many people as possible to participate. V. Phan will send out poll., L. Thompson – opposed to postponing, R. Majlesi – ZOOM meeting if necessary, discussion ensued about the importance of face-to-face meetings of the committee |
| 1. **Announcements** |  |  |
| 1. **Next meeting** | Tuesday October 1, 2019: 1:00 p.m. in CoA L-237 |  |
| 1. **Adjournment** |  |  |