Minutes

1. **Organizational Items**
	1. Call to Order

***The meeting was called to order at 1:04 P.M***.

* 1. Welcome to members, guests and associates
	2. Approval of Agenda

***Approved. D. Burgess moved, L. Celhay seconded. Unanimously approved.***

* 1. Approval of Minutes of Oct. 5, 2021 meeting

***Approved. D. Burgess moved, R. Majlesi seconded. Unanimously approved.***

1. **Old Business**
	1. Course/ Program Approvals

**2.1.1a. New Course:** **Consent Agenda: two separate votes:**

 **DE addenda approval, then new curriculum approval**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Discipline | Course # | Course Title | Units | Minimum Duration | SLOs |  DE  | Consultation |
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**2.1.2. Course Reactivations: Consent Agenda: two separate votes:**

 **DE addenda approval, then new curriculum approval**

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| Discipline | Course # | Course Title | Units | Minimum Duration | SLO | DE | Justification |  |
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**2.1.3. Course Deactivations: Consent Agenda**

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| --- | --- | --- | --- | --- | --- |
| Discipline | Course # | Course Title |  | Justification |  |
| DMECH | 020A | Truck Mechanics I |  | Obsolete course replaced by DMECH 022A per CC meeting 4/20/2021 |
| DMECH | 020B | Truck Mechanics II |  | Obsolete course replaced by DMECH 022B per CC meeting 4/20/2021 |
| DMECH | 020C | Truck Mechanics III |  | Obsolete course replaced by DMECH 022C per CC meeting 4/20/2021 |
| DMECH | 021A | Diesel Engines I |  | Obsolete course replaced by DMECH 023A per CC meeting 4/20/2021 |
| DMECH | 021B | Diesel Engines II |  | Obsolete course replaced by DMECH 023B per CC meeting 4/20/2021 |

***Approved.F. Nguyen moved, D. Burgess seconded. Unanimously approved.***

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**2.1.4. Course Updates:**

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| ***Catalog Changes:***  | **Consent Agenda: two separate votes:** **DE addenda approval, then curriculum updates approval** |  |  |  |  |
| Discipline | Course # | Course Title | Units | Changes, including consultation |  |  |
|  |  |  |  |  |  |  |
| ***Non-Catalog Changes:*** | **Consent Agenda: two separate votes:** **DE addenda approval, curriculum updates approval** |  |  |  |   |  |  |  |

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| Discipline | Course # | Course Title | Units | Changes |  |  |
| \*ART | 020 | Beginning Drawing and Composition | 3 | DE update: 100% under normal and emergency conditions |  |  |
| \*ART | 022 | Intermediate Drawing and Composition | 3 | DE update: 100% under normal and emergency conditions |  |  |
| \*ART | 023 | Advanced Drawing and Composition | 3 | DE update: 100% under normal and emergency conditions |  |  |
| \*BUS | 001B | Managerial Accounting | 4 | Updated methods of instruction, updated DE to new format |  |  |
| \*BUS | 054 | Small Business Management | 3 | Updated methods of instruction, updated DE to new format |  |  |
| *\*subject to AO and CS final review* |  |  |  |  |  |  |

 ***These courses were tabled for future approvals.***

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| **2.1.5.** | **Program Updates: Modified Programs****Consent Agenda** |  |  |  |  |  |
| Dept | Program | Proposed start | Changes |  |  |  |
|  |  |  |  |  |  |  |
| **2.1.6.** | **Program Updates: New Programs****Consent Agenda** |  |  |  |  |  |
| Dept | Program | Proposed start | Justification |  |  |  |
| BUS | Business Administration 2.0 ADT | fall 2022 | State-wide required update of “old” BUS Admin ADT to include MATH 016. No other changes. |  |  |  |
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***Approved. V. Phan moved, F. Nguyen seconded. Unanimously approved.***

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| **2.1.7.** | **Program Updates: Deactivations:** **Consent Agenda** |  |  |  |  |  |
| Dept | Program | Justification  |  |  |  |  |
| ATECH | Light-duty Auto Repair - CP | Replaced by new Light-duty Auto Repair Certificate of Achievement approved at CC meeting 9/21/2021 |  |  |  |  |

***Approved. V. Phan moved, E. Jennings seconded. Unanimously approved.***

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| **2.1.8.** | **Community Education Courses** |  |  |  |  |  |
| Dept | Course | Proposed start | Justification |  |  |  |
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1. **New Business / Discussion Items:**

3.1 Reports: Curriculum Specialist: no report

Tech Reviewer: no report

Articulation Officer: no report

3.2 Other discussion items:

Planning to bring new Community Education (fee-based) courses to CoA as we start to re-open campus.

1. **Mini-Training:** Program Submission Requirements(Curriculum Institute Presentation in July 2021)

The mini training was provided to the group.

1. **Announcements:**

N/A

1. **Next Meeting: Tuesday, November 2, 2021, 1:00 p.m. – 2:30 p.m.**

**Zoom meeting announcement to follow.**

1. **Adjournment: 2:35 P.M.**

***Approved. F. Nguyen moved, J. Smithson seconded. Unanimously approved.***