Minutes

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

***The meeting was called to order at 1:07 P.M***.

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

***Approved. J. Campbell moved, L. Dewrance seconded. Unanimously approved.***

* 1. Approval of Minutes of Oct. 19, 2021 meeting

***Approved. D. Burgess moved, P. Nelson 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**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Discipline | Course # | Course Title | Units | Minimum Duration | SLOs |  DE  | Consultation |
|  |  |  |  |  |  |  |  |

**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 |  |
|  |  |  |  |  |

**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 to new format (100%) |  |  |
| ART | 022 | Intermediate Drawing and Composition | 3 | DE update to new format (100%) |  |  |
| ART | 023 | Advanced Drawing and Composition | 3 | DE update to new format (100%) |  |  |
| BUS | 001B | Managerial Accounting | 4 | Updated minimum duration, mapped SLOs to ILOs, updated DE Addendum, updated textbooks |  |  |
| BUS | 054 | Small Business Management | 3 | Updated methods of instruction, updated DE to new format |  |  |

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

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

1. **New Business / Discussion Items:**

3.1 Reports: Curriculum Specialist: Catalog 2022-2023 is on schedule

Tech Reviewer: Review and updates coming for courses with ENGL 01AS for preregs and catalog changes.

Articulation Officer: We continue to work on updates to our Ethnic Studies courses so they can be resubmitted for Area F approval.

3.2 Other discussion items:

Discussion about Ethnic studies. The discussion started with the VPI provided the information from the conference. COA will look at the ETHST courses, and to also expand the programs.

1. **Mini-Training:** Program Review and Program Learning Outcomes for Students (Curriculum Institute)
2. **Announcements:**

Follow-up on requests to update percentage of courses available with DE delivery options in CoA programs: Trish has volunteered to make changes. We need all program leads to check their programs and request updates as needed.

There are some district-wide changes in CoA CurriQunet approval queues, hopefully to be approved at our 11/16/2021 CC meeting so they can go to December 2021 CIPD meeting.

1. **Next Meeting: Tuesday, November 16, 2021, 1:00 p.m. – 2:30 p.m.**

Zoom meeting announcement to follow.

1. **Adjournment: 2:15**

***Approved. F. Nguyen moved, L. Celhay seconded. Unanimously approved.***