



Cañada College
CURRICULUM COMMITTEE
Minutes
Friday, November 19, 2021
9:30 a.m. – 11:30 a.m., Zoom

Members Present: Lisa Palmer, Sumathi Shankar, Chris Burns, Danielle Pelletier, Maureen Wiley, Nick Carr, Soraya Sohrabi, José F. Peña, Bernadette Newland, Gloria Darafshi, Tammy Robinson, David Monarres, Lesly Ta, Ana Miladinova

Members Absent: Maria Lara-Blanco

Guests: Attila Elteto, Candice Nance, John Perez, Gampi Shankar, Madeline Wiest, Doniella Maher, Sarah Harmon

1) Adoption of Revised Agenda

- a. Note: FASH 178 was moved to the consent agenda as FASH 163 prerequisite was added back in.

Motion – To adopt revised agenda: M/S: Chris Burns, Gloria Darafshi

Discussion— none

Abstentions – none

Approval – approved unanimously

2) Introductions and Welcome to Lesly Ta, our new ASCC representative

- a. The committee members and guests introduced themselves and welcomed new member Lesly.

3) Land use acknowledgement <https://native-land.ca/maps/languages/northern-pomo-2/> (Danielle Pelletier)

- a. Statement from Danielle Pelletier: I would like to acknowledge the Northern Pomo peoples on whose ancestral lands those of us on the Mendocino Coast are living as well as the diverse and vibrant native communities who make their home here today.

4) Adoption of Consent Agenda

Motion – To adopt consent agenda, including AB 361-Renewal of Virtual Meeting Modality for the Curriculum Committee, minutes of October 8, 2021 meeting, and curricular items :

M/S: Maureen Wiley, Soraya Sohrabi

Discussion— Lesly asked for clarification regarding the various sections of the agenda and the voting process the committee completes. Lisa explained the various sections, highlighting the consent and substantive agendas and the committee’s role in voting to approve the content.

Abstentions – Nick Carr (not present for full meeting of 10/8/21)

Approval – approved

Consent Agenda

1) **AB 361 – Renewal of Virtual Meeting Modality for the Curriculum Committee**

- This acknowledges our use of AB 361 that extends our ability to meet virtually as a Brown Act meeting, without having to post the address of our physical location.
- The curriculum committee passed a resolution to support the use of AB 361 to extend our virtual modalities.
- If anyone would like to argue that the curriculum committee should resume meeting in person, then simply request that this item be pulled from consent. From there, we would debate the matter.

2) **Approval of Minutes – October 8, 2021**

3) **Curriculum Items:**

Business, Design & Workforce

i. Chaney, Ronda

1. **FASH 100 - Principles of Design (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
2. **FASH 110 - Beginning Clothing Construction (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
3. **FASH 111 - Techniques of Fit (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
4. **FASH 113 - Textiles (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
5. **FASH 115 - Intermediate Clothing Construction (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
6. **FASH 116 - Tailoring (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
7. **FASH 118 - Flat Pattern (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
8. **FASH 122 - Advanced Tailoring (3.00)** (Modified Course Proposal)
Proposed Changes: Content Review Revision, Textbooks Revision
9. **FASH 123 - Introduction to the Fashion Industry (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision

10. **FASH 132 - Trouser Construction (1.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
11. **FASH 133 - Copying Ready-to-Wear (1.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
12. **FASH 134 - Beginning Millinery (1.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
13. **FASH 140 - Basic Serging (1.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
14. **FASH 146 - Designer Techniques in Sewing (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
15. **FASH 150 - History of Fashion (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
16. **FASH 151 - Fashion Merchandising (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision,
Textbooks Revision
17. **FASH 162 - Advanced Flat Pattern (3.00)** (Modified Course Proposal)
Proposed Changes: Content Review Revision, Textbooks Revision
18. **FASH 163 - Pattern Grading (1.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Textbooks Revision
19. **FASH 164 - Fashion Illustration (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
20. **FASH 167 - The Custom Dress Form (1.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
21. **FASH 168 - Fashion Draping (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
22. **FASH 169 - Evening Gown Construction (2.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
23. **FASH 170 - French Pattern Drafting (2.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Textbooks Revision
24. **FASH 171 - Pants Drafting (2.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
25. **FASH 172 - Bustier (1.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
26. **FASH 173 - Lingerie Design and Construction (1.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
27. **FASH 175 - Advanced Illustration (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision

28. **FASH 178 - Computerized Pattern Grading (1.00)** (Modified Course Proposal)
Proposed Changes: Prerequisite Revision, Textbooks Revision
29. **FASH 180 - Computerized Pattern Design (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
30. **FASH 195 - Portfolio Development (1.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Textbooks Revision
31. **FASH 196 - Introduction to the Costume Industry (1.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
32. **FASH 197 - Pattern Design for Historic Costume (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Textbooks Revision
33. **FASH 199 - Costuming for Theatrical Production (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
34. **FASH 225 - Apparel Analysis (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
35. **FASH 226 - Visual Merchandising and Display (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision

Humanities & Social Sciences

ii. **Maher, Doniella**

1. **ENGL 100 - Reading and Composition (3.00)** (Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Revision, Lecture Content Revision, Objectives Revision, Representative Assignments Revision, Textbooks Revision
2. **ENGL 105 - Intensive Composition and Reading (5.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Content Review Revision, Distance Education Revision, Objectives Revision, Representative Assignments Revision, Textbooks Revision
3. **ENGL 110 - Composition, Literature, and Critical Thinking (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Content Review Revision, Distance Education Revision, Lecture Content Revision, Method of Evaluation Revision, Representative Assignments Revision, Textbooks Revision
4. **ENGL 165 - Advanced Composition (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Content Review Revision, Distance Education Revision, Representative Assignments Revision, Textbooks Revision

iii. **Marshall, Jessica**

1. **ANTH 125 - Biological Anthropology (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision, Title Revision
2. **ANTH 126 - Biological Anthropology Laboratory (1.00)** (Modified Course Proposal)
Proposed Changes: Title Revision
3. **AA-T Associate in Arts Degree for Transfer Anthropology** (Program Modification)
4. **AA Degree Program Anthropology** (Program Modification)
5. **AA Degree Program Interdisciplinary Studies, Option 1, College Pattern: Social and Behavioral Sciences** (Program Modification)
6. **AA Degree Program Interdisciplinary Studies, Option 2, Transfer Pattern: Social and Behavioral Sciences** (Program Modification)

Science & Technology

iv. **Elteto, Attila**

1. **ASTR 100 - Introduction to Astronomy (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Lecture Content Revision, Objectives Revision, Representative Assignments Revision, Textbooks Revision
2. **ASTR 101 - Astronomy Laboratory (1.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Content Review Revision, Distance Education Revision, Lab Content Revision, Objectives Revision, Representative Assignments Revision, Student Learning Outcomes Revision, Textbooks Revision

<i>Substantive Agenda</i>

1) Curriculum items:

Business, Design & Workforce

v. **Shankar, Gampi**

1. **BUS. 113 - Personal Finance (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Content Review Revision, Objectives Revision, Representative Assignments Revision, Student Learning Outcomes Revision, Textbooks Revision

Gampi Shankar presented on behalf of this item. He mentioned this is a resubmission for a course that was approved about a year and a half ago, which will be offered this fall. The reason for the revision of the COR is to ensure the CSU GE is obtained before approval. Additionally, the revisions address quantitative reasoning and computational aspects that are necessary for this course. Gampi has been discussing potential ways to consult with the Math department

and the expectation is that there will be approval to find ways to allow more active involvement in the classroom.

Motion – To approve modifications to BUS 113: M/S: David Monarres, Danielle Pelletier
Discussion— José encouraged Gampi and Candice in the future to include in more detail the math content that is covered in the course so students understand exactly what is covered. Gampi mentioned that Gloria has been very helpful in assisting with tracking of other colleges and how they have gained approval from a quantitative reasoning perspective. It appeared that there was little difference with our campus submission versus the courses that were approved at other institutions, and hopefully this means the approval will occur soon. Gloria thanked Gampi for staying with this process and revising the course to ensure it was included in this cycle. Gloria added that this has come about because the CSU changed its guidelines about 3 years back to allow personal finance classes to be approved under their GE B4 quantitative reasoning section of the general education pattern. This course is most appropriate for students who do not have a specific math class to take for their major. This is also approved for local degrees. Gloria added that course outlines for colleges that have approvals for this course are not much different than our course, yet sometimes the approval is based upon who is reviewing the content. Gloria reiterated that she feels they have a strong chance and a strong course for approval, but it will be resubmitted in December and they await a decision.

Lisa asked if CSM and Skyline have a similar course. Gampi added that Skyline has submitted a course and also did not obtain approval from CSU GE. Gampi has been working and collaborating with them to ensure a common approach to this across the district. Lisa mentioned that something the district is working on is ensuring students can use courses taken at any of the three campuses in the same ways.

Abstentions – none

Approval – approved unanimously

Kinesiology, Athletics & Dance

vi. **Miladinova, Ana**

1. **DANC 350.1 - Cardio Dance I (1.00)** (New Course)
2. **DANC 350.2 - Cardio Dance II (1.00)** (New Course)
3. **DANC 350.3 - Cardio Dance III (1.00)** (New Course)
4. **DANC 350.4 - Cardio Dance IV (1.00)** (New Course)

Ana Miladinova presented on the above items. She shared that KAD is proposing a new series of courses, Cardio Dance, which focuses on body conditioning while using dance steps. It is being offered as faculty believe the courses will be successful, and the dance curriculum is being expanded to fit the needs of students and offer new learning opportunities in the new building. Ana has consulted with Skyline which runs Cardio Dance courses, and was able to obtain permission to clone their courses. Nick added that currently, face-to-face dance classes seem to be filling when in person options are made available.

Motion – To approve new courses DANC 350.1, DANC 350.2, DANC 350.3, DANC 350.4:

M/S: Gloria Darafshi, Soraya Sohrabi

Discussion—Gloria asked if this was going to be an in person course. Ana said that it was intended to run in person, but the DE addendum is included in case. Gloria asked if the online PE courses offered are Yoga and Walking Fitness. Ana agreed that they were, in addition to Hiking. Ana mentioned that yoga is also in person and available as a hybrid course in the spring semester. Gloria added that it is exciting to see more students utilizing the new building.

Abstentions – none

Approval – approved unanimously

5. **AA Degree Program Dance** (Program Modification)
6. **AA Degree Program Kinesiology** (Program Modification)

Ana added that the Cardio Dance courses have been added as selective requirements for both the Kinesiology and Dance AA degrees.

Motion – To approve program modifications to AA Degree Program Dance and AA Degree Program Kinesiology: M/S: José F. Peña, Bernadette Newland

Discussion— José stressed that once the courses are approved for CSU GE, for faculty to please update the AA-T otherwise this will cause problems for students.

Abstentions – none

Approval – approved unanimously

Science & Technology

vii. **Monarres, David**

1. **MATH 130 - Analytical Trigonometry (4.00)** (Course Reactivation)
Proposed Changes: Content Review Revision, Distance Education Addition, Textbooks Revision

David Monarres presented on the above item. David mentioned that Math 130 is seeking reactivation as previous cycle deadlines were not met and the course was banked. The course is being reactivated. Students mainly take MATH 225 to satisfy this requirement, so this course is only offered once a year. In bringing back the course, textbook revisions and DE addendums have been included.

Motion – To approve course reactivation of MATH 130: M/S: Soraya Sohrabi, Ana Miladinova

Discussion—none

Abstentions – none

Approval – approved unanimously

2. **AA Degree Program Interdisciplinary Studies, Option 1, College Pattern: Natural Science and Mathematics** (Program Modification)

3. **AA Degree Program Interdisciplinary Studies, Option 2, Transfer Pattern: Natural Science and Mathematics** (Program Modification)

David Monarres added that MATH 130 has once again been added to the programs which the course has historically been part of, AA Degree Program Interdisciplinary Studies, Options 1 and 2.

Motion – To approve program modifications to AA Degree Program Interdisciplinary Studies, Option 1 College Pattern: Natural Science and Mathematics and AA Degree Program Interdisciplinary Studies, Option 2, Transfer Pattern: Natural Science and Mathematics: M/S: Chris Burns, Bernadette Newland

Discussion—none

Abstentions – none

Approval – approved unanimously

viii. **Kalyanaraman, Ramki**

1. **ENGR 100 - Introduction to Engineering (3.00)** (Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Revision, Lab Content Revision, Prerequisite Revision, Textbooks Revision
2. **ENGR 111 - Surveying (4.00)** (Modified Course Proposal)
Proposed Changes: Content Review Revision, Prerequisite Revision, Textbooks Revision
3. **ENGR 210 - Engineering Graphics (4.00)** (Modified Course Proposal)
Proposed Changes: Content Review Revision , Distance Education Revision, Prerequisite Revision, Textbooks Revision

ix. **Partlan, Martin**

1. **PHYS 210 - General Physics I (4.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Content Review Revision, Prerequisite Revision, Textbooks Revision

David Monarres presented on behalf of the above items for Ramki Kalyanaraman and Martin Partlan. David mentioned that the major changes have to do with the reactivation of MATH 130. The course prerequisites were changed to reflect the course being reactivated and textbook updates, office hours, and updates to the DE contact section were also made.

Motion – To approve modifications to ENGR 100, ENGR 111, ENGR 201, and PHYS 210: M/S: Bernadette Newland, Danielle Pelletier

Discussion—none

Abstentions – none

Approval – approved unanimously

Humanities & Social Sciences

x. **Palmer, Lisa**

1. **AA-T Associate in Arts Degree for Transfer English (Program Modification)**

Lisa Palmer presented on behalf of this item. Lisa added that the English Department made a minor change to the AA-T in English which included modifying the description to further emphasize multiculturalism and include the addition of LIT 205. Doniella Maher added that for some reason, LIT 205 was included in the AA but not the AA-T, and this is added for alignment purposes.

Motion – To approve modifications to: M/S: Ana Miladinova, Soraya Sohrabi

Discussion—Gloria added that this will be submitted to the state for resubmission. Doniella shared that the word requirement for 100, 105, 110, and 165, because there have been reductions in the requirement for their equivalent courses at the UC and CSU levels. Word requirements decreased from 10,000 words to 5,000 words and the change was made at the campus level to reflect this. Gloria added that a question was asked on the Articulation Officer Listserv that if the word count was changed, if the courses need to be resubmitted for UC approval, and for GE approval, and the answer is yes. These courses would be resubmitted in June for UC transfer, and in June 2022 for the GE area. Nick asked what the rationale was behind making the change. The committee discussed that there is a lack of clarity surrounding the reasoning, but that the committee is following suit in the change to maintain alignment for students.

Abstentions – none

Approval – approved unanimously

xi. **Harmon, Sarah**

1. **ENGL 200 - Introduction to Linguistics: A Survey of Language (3.00)**

(Modified Course Proposal)

Proposed Changes: Catalog Description Revision, Distance Education Revision, Objectives Revision, Recommended Preparation Revision, Textbooks Revision

2. **LING 200 - Introduction to Linguistics: A Survey of Language (3.00)**

(Modified Course Proposal)

Proposed Changes: Catalog Description Revision, Distance Education Revision, Lecture Content Revision, Objectives Revision, Recommended Preparation Revision, Textbooks Revision

Sarah Harmon presented on behalf of the above items. Sarah mentioned that changes included updating language, textbooks, and distance education language including that necessary for those who may teach this as a Hyflex course. Sarah addressed changes to recommended prep to include ENGL100 or ENGL 105 as well.

Motion – To approve modifications to ENGL 200 and LING 200: M/S: Gloria Darafshi, Ana Miladinova

Discussion—none

Abstentions – none

Approval – approved unanimously

2) Information/Discussion/Reports/Approval Items

a. Chair's Report

Lisa shared that the results of departmental decisions regarding courses and exams have been collated. Lisa shared that significant data was obtained in this process, however, there are some areas where additional information is needed. Lisa shared that there is a deadline of December 10 for this information to be obtained. Insight into what types of credit various transfer institutions allow for exams was also obtained in this process. Lisa asked the committee members to assist her in asking faculty in their divisions to ensure their areas have completed information submitted. Gloria asked for clarification on this process, stating that it is her understanding that opposed to giving students GE credit for successful completion of exams, the difference now is that the exam will equate to credit for a particular course as opposed to a GE area. It was confirmed that this is accurate. Gloria added that in year's past, the Curriculum Committee had made the determination that AP credit would not be used in the major for associate degrees for transfer and for local degrees, and that this becomes more difficult when equating credit to a course as it does not seem the district is consistent across campuses. Gloria suggested the committee discuss this at a future meeting. Madeline shared that part of this process is to bring consistency across the three colleges, and that once the chart of information is more complete, conversations with key stakeholders regarding what has been the practice, what are some of the nuanced problems, and how can they be addressed in moving forward will take place. Soraya added that an important aspect of this project is not only being unified in the district, but considering how this is influencing students who are transferring and that the institutions they seek to transfer to are also not unified in their perspectives, which will ultimately lead to addressing circumstances on a case-by-case basis for students. Madeline added that all community colleges have been required to create these course equivalents for exams, and that our campus and district is not the only group facing challenges with this. She added that this is part of the credit for prior learning project and this not only gives students credit for GE areas but also courses, which is a benefit to students. Madeline added that the district must be careful when crafting the catalog language and language for counselors, to ensure they are specific when speaking to students about transfer institutions because there will be instances where the course equivalence may not be accepted in the same way. It is crucial that we are very careful in catalog language to ensure that students understand that while they have been granted a course equivalent within the district, it may not apply the same way at the transfer institution. Madeline added that next steps include obtaining course equivalents, entering these courses into the Banner system, and reviewing how to apply that internally and transcript catalog language. Lesly appreciated Madeline's statement that a goal is to ensure counselors are providing students with clear and correct language, as this process can be very confusing for students. Lesly added that this is likely not something that students will be able to absorb easily without the guidance of counselors. Gloria mentioned that she thinks it would be worthwhile for the district should look at which APs are pretty equivalent across the UC and CSU systems in terms of how credit is and is not awarded as an additional way of approaching this data. Madeline, Gloria, and Soraya agreed to have a meeting in January to discuss questions and suggestions that may be useful in approaching this project. José added that it is his hope that the language that is used to describe this process is uniform across the district, and additionally, due to reciprocity, anything that affects more than one campus is not only discussed at the local level, but at the district level because many times things are adopted without realizing how the other campuses are going to be affected. Soraya shared this link for committee members to review AP credits within the UC system.

<https://admission.universityofcalifornia.edu/admission-requirements/ap-exam-credits/ap-credits/>

b. Articulation Officer's Report

Articulation Report 11/19/2021

Gloria shared the following chart of the courses that will be submitted in December. The highlighted areas have already been approved. Courses in green are those which were approved by the committee at today's meeting.

GE Submissions December, 2021				
Course #	Course Title	# of units	CSUGE Area	IGETC Area
ESL 400	Composition for Multilingual Students	5	C2	3B
ETHN 103	Asian American Studies	3	D, F	4
ETHN 105	African American History & Culture	3	C2, D, F	3B, 4
ETHN 107	Introduction to Native American Studies	3	C2, D, F	3B, 4
ETHN 108	Rethinking Race, Gender & Nation	3	D, F	4
ETHN 109	Borders & Crossings	3	D, F	4
ETHN 265	Evolution of Hip-Hop Culture: A Socio-Economic & Political Perspective	3	C2, F	3B
ETHN 288	African American Cinema	3	C1, F	3A
FASH 150	History of Fashion	3	C1	
BUS. 113	Personal Finance	3	B4	
DANC 350.1	Cardio Dance I	1	E1	
DANC 350.2	Cardio Dance II	1	E1	
DANC 350.3	Cardio Dance III	1	E1	
DANC 350.4	Cardio Dance IV	1	E1	
	Already approved			
	Pending Curriculum Comm. approval			
CSUGE	B4 Math Concepts			
	C1 Arts			
	C2 Humanities			
	D Social Sciences			
	E Lifelong Learning & Self-Development			
	F Ethnic Studies			
IGETC	3A Arts			
	3B Humanities			

Gloria clarified that any approvals will be effective in the Fall 2022 Semester.

Gloria shared the following communication with the committee, and discussed the content of the letter:

UC Communication Regarding Online Labs

Hello CIAC colleagues,

At the UCOP system level where baseline UC transferability is determined, we continue to stand by all approvals of CCC courses for UC transferability, regardless of delivery mode (in person, online, or hybrid) and regardless of how labs are offered. This practice was re-affirmed in light of the pandemic (see attached message) but is in fact a permanent UCOP policy.

To reiterate, approvals for UC transferability do not depend on a specific course delivery mode but instead are granted according to the [UC Transferable Course Agreement guidelines](#) (see also: <https://www.ucop.edu/transfer-articulation/transferable-course-agreements/tca-policy/Online%20courses.html>).

When it comes to course to course articulation, however, a determination of equivalency is in the faculty purview at a given campus. Because of this, various departments across each UC campus may have different approaches when considering if transferable units will meet a given major specific requirement. This does not negate the transferability of the units, but may impact the credits they apply to.

Thank you,
Chase

Chase Fischerhall (he/him/his), MBA, MA
Associate Director, A-G and Transfer Policy Analysis & Coordination
Educational Innovations and Services | Graduate, Undergraduate and Equity Affairs
University of California Office of the President
Chase.Fischerhall@ucop.edu | 510-987-9405



c. Office of Instruction Report

- **Vice President of Instruction (VPI)**

Tammy shared that she serves on the California Community College Chief Instructional Officers Board and she recently was part of a meeting regarding AB 705. Our campus has been doing well with compliance, and now the reporting structure requires local certification to meet the standard for both English and Math. Tammy shared that she believes the campus is doing well in both but that it is important that we are not offering classes below transfer level for credit for students if they identify that they want to transfer. Certification documents will need to be reported yearly moving forward.

- **Curriculum & Instructional Systems Specialist**

- 2021-2022 2-year and 5-year cycle updates



2020-2021 CURRICULUM REVIEW MATRIX ••• BY SUBJECT

Updated: 11/17/2021

CTE / NON CTE	Discipline	To Be Reviewed	Completed	In The Queue	Unsubmitted
CTE	COOP	1			1
	DANC	1			1
	ECE.	21	20		1
	FASH	37	36		1
	HMSV	3		2	1
	INTD	1			1
	LEGL	15			15
	MART	41			41
	MEDA	1			1
	PALT	9			9
	CTE Total		130	56	2
NON-CTE	ASTR	2	2		0
	BIOL	11			11
	DRAM	1			1
	ENGL	14	5		9
	ENGR	9	3		6
	HSCI	2			2
	LCTR	12			12
	LING	1	1		0
	LIT.	13			13
	OCEN	2			2
	READ	2			2
	NON-CTE Total		69	11	
Grand Total		199	67	2	130

d. Distance Education (DE) Coordinator

John shared that DE addendums are being submitted and he has been communicating with numerous faculty members answering their questions regarding the DE addendum process. John shared that as we transition in the spring to more of a face-to-face environment, more conversations will take place regarding multi-modality and being able to utilize online Canvas shells and training courses with face-to-face interactions. John shared that this is an investment into the future and it has allowed more online degrees to be offered as we join the California virtual campus, allowing our programs to be eligible to be cross-listed between our own catalog and on the CVC. John added that in the next few days, employees will be receiving an email with a survey request for technology needs moving forward. There will be emails sent to faculty and to students separately in an attempt to obtain more responses and understand the needs of both populations.

3) Division Reports

Soraya shared that the deadline for CSU and UC applications is approaching on November 30, but that there are a few CSU campuses that have extended deadlines, some to December 15, and some further beyond to January and February. This information is listed on the Transfer Center website.

4) Adjournment

Motion – To adjourn the meeting: M/S: Lisa Palmer, Soraya Sohrabi

Discussion—none

Abstentions – none

Approval – approved unanimously

- a. Meeting adjourned at 11:04 am