CURRICULUM COMMITTEE
MEETING MINUTES

Facilitator: Sean Moore – Curriculum Committee Chair/Recorder: Nikki Williams **/ Time Keeper:** Jasmine Phillips
Date: March 19, 2020 / Time: 2:30 p.m. - 3:30 p.m. **/ Location:** Via Canvas Curriculum Committee Conference

Vision:
Compton College will be the leading institution of student learning and success in higher education.
Mission Statement:
Compton College is a welcoming and inclusive community where diverse students are supported to pursue and attain student success. Compton College provides solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for completion of programs of study, transition to a university, and securing living-wage employment.

ATTENDEES: Don Mason _X_ : Hoa Pham _√_; Corina Diaz_√_; Sophie Tse _√_; Gerson Valle _√_; Hassan Elfarissi_√_; Brittany Olayele _X_; Harvey Estrada_√_; Jasmine Phillips_; Susan Johnson_√_; Charles Hobbs_√_; Abdirashid Yahye__; Abiodun Osanyinpeju_√_; Theresa Barragan-Echeverria__; Sean Moore _√_; Maya Medina _√_; Nikki Williams_√_; Benson Atkins_; Barbara Perez_√_; and Melain McIntosh_√_

AGENDA:
1. **Approve of Meeting Method:** Meeting held remotely through Canvas.
2. **Approval of Agenda:** March 19 2020- H. Estrada/S. Tse
3. **Approval of Minutes:** March 3, 2020- S. Johnson- H. Estrada
4. **Reports:**
   a) Vice President- Barbara Perez
      Let us try to scale back what it is that we put through with curriculum. We need to only put through essential courses. We do not need to put through DE addendums to the Chancellor's office, we just need to send in which courses will be taught remotely. If it will be taught online later, then we will Put through the DE addendum. The Chancellor's Office realizes that this is an unusual semester. As long as the goals and objectives are covered in courses remotely we are good even though we are not meeting face to face. Discussion followed. M. McIntosh- We do have some courses that do need to be updated because of CID for the ADT. B. Perez- We need to identify the crucial courses and work on those.
   b) Curriculum Analyst- Maya Medina
      I will provide an updated list of courses based on Barb's report. Courses that require unit/hour revisions. We need to follow up with Jasmine Phillips regarding any DE required courses.
   c) Articulation Officer- Melain McIntosh
      Moving online for our lab courses- as long as we are meeting the objectives there is not a problem with moving online. CSU and UC never look at mode of delivery. As long as you make sure that you meet what is in the course.
   d) Distance Education- Jasmine Phillips
      No report
   e) SLO Coordinator- Susan Johnson
      This semester we are starting to disaggregate the PLO data. This will be a slight change for faculty because they will be entering it from their roster. This change is part of our accreditation standards.

We are making progress with missing SLOs from the fall 2019. Spring SLOs should have gone out and upcoming, when things settle down, we are working on an SLO website.

    f) Curriculum Committee Chair- Sean Moore

    We need to minimize the courses on this list and focus on the priorities.

5. **Information Items:**
   a) Two Vacancies in BIS- We still have these two vacancies in BIS.
   b) Compton College's Cooperative Work Experience Education – Plan requires creating and implementing campus resource tools to effectively offer CWEE – 95 courses and this will probably be on hold due to the situation.
   c) Raul Arambula, Dean of Educational Services and Support, California Chancellor's Office and team provided curriculum training on Friday 3/06/20 at 9:00 a.m. in the Little Theatre.
   d) Chancellor's Office Curriculum Presentation/Training PowerPoint slides are available on the Curriculum Committee website page. We have some of these resources that are available on the Curriculum Committee website and this has been updated. Thank you M. Medina.
   e) Future scheduled Flex approved Curriculum, SLO, and DE Addendum Open Lab Workshop dates: They have been cancelled. We are putting these on hold and we could consider some remote ones and conference calls for faculty that need help.
   f) Updates from Curriculum Committee representatives; voting members, non-voting members, and visitors. Is there anyone here that would like to discuss any particular items with the committee? G. Valle-For the Math 15C we have been told that this was not approved. Discussion followed.
   g) To ensure comprehensive Curriculum Committee course review information is achieved, the revised Spring 2020 List of Courses for Review now illustrates courses with a DE component, which are highlighted in yellow and available on our Curriculum Committee OneDrive.- we are going to be scaling back on this list. We will have a revised list for everyone at the next meeting.

  Discussion Items:
   a) Curriculum Committee meeting attendance and punctuality. If we can please get here on time. If you will not be able to attend, then you want to make sure that you have a proxy to take your place.
   b) Reviewing Roberts's Rules through online videos. In the future I would like to review these online.
   c) Creating CurriQunet Curriculum Committee Training PowerPoint. I would like to create some of these so that we can have resources for faculty especially for those that are going in and doing this for the first time.
   d) Courses pending revision in CurriQunet since last semester and consequences of not completing course review. There were some that were in draft mode and we have taken them off of the queue. When you are going through your review process, you need to make sure that you go through every field so that you are being as accurate as possible.
   e) Comprehensive and effective course review CurriQunet processes by all Curriculum Committee members ensure best curriculum processes are being achieved. This will ensure that all of our reviews are solid by the time they get to the upper levels.

7. **Other Items:**
   a) None
8. **Reinstate Items:**
   a) None
9. **Consent Agenda Items:**
   a) Course(s) requiring final approval by AS:
      - MTEC 170 Basic Robotics- Motion to approve both courses
      - SOCI 122 Research Methods in the Behavioral Sciences

      H. Estrada/C. Diaz. Vote taken and the motion carries.

    b) Courses require one consensus vote of approval by the Curriculum Committee versus two.

        H. Estrada/S. Tse. Vote taken and the motion carries.
    c) Courses require one consensus vote by Academic Senate versus two.
        H. Estrada/H. Elfarissi. Vote taken and the motion carries.
    d) Curriculum Committee members shall be designated a specific area of specialization in the CurriQunet software responsible to review CORs. S. Moore- We are all responsible for looking at the COR in its entirety and this will not change. I would like for us to have specializations where faculty can reach out to you for questions when you are the lead. I will get a list and ask people for areas of specialization that people want to sign up for.
        H. Elfarissi /G. Valle. Vote taken and the motion carries.

10. Future Agenda Items:
    a) Continue revising Curriculum Committee handbook. I will be conscientious with all that we are going through when asking anyone to perform the review process for the handbook.
    b) Update courses faculty have launched and are in review in CurriQunet.

11. Action Items:
    a) Create a workgroup to revise Curriculum Committee Handbook based on approved items. I can send this out at a later date to sign up for the template. S. Johnson volunteered and I would like some more members as well. H. Estrada and C. Hobbs will join and I will send out a list as well. Discussion followed.
    b) Designate members to areas of specialization in CurriQunet. I will send out another template so that you can fill out your specific areas. Please look out for that.
    c) Create a work group to design comprehensive PowerPoint training presentations for faculty and CC members on how to use CurriQunet. There seems to be faculty who struggle. Is there anyone here interested in helping to create and design this? I will send out a follow-up email.

12. Adjournment- 3:42pm S. Tse/ H. Estrada. Vote taken and the motion carries.