



Friday, February 28, 2020

Minutes of the Regular Meeting of the Curriculum Committee

1:00 - 3:00 p.m.

Eureka: 7351 Tompkins Hill Road, SS 202

Del Norte: 883 W. Washington Boulevard, Room E2

ConferZoom: <https://cccconfer.zoom.us/j/982491653>

Members Present: Sean Thomas, Jennifer Burlison, Justine Shaw, Mike Peterson, Angelina Hill (Ex Officio), Courtney Loder (Ex Officio)

Members Absent: Michael Dennis, Levi Gill, Chris Lancaster

1. Call to Order

Curriculum Committee Chair, Sean Thomas, called the meeting to order at 1:04 p.m.

2. Public Comment

2.1 Members of the audience are invited to make comments regarding any subject appropriate to the Curriculum Committee

George Potamianos made a public comment in recognition of how much he valued working with Courtney Loder as the Curriculum Specialist and her important leadership in helping the District transition to using eLumen. Sean Thomas echoed those comments and invited all in attendance to share in the celebratory cake in recognition of Loder's years of service.

3. Approval of Minutes

3.1 Approval of minutes from January 24, 2020

Jennifer Burlison [M], Mike Peterson [2<sup>nd</sup>] Following discussion, the minutes were approved as amended.

Amend MDC—AS changed MDC bylaws, not MDC.

4. Action Items

Jennifer Burlison [M], Mike Peterson [2<sup>nd</sup>] Following discussion, the motion to approve items 4.1-4.9 as a batch was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

- 4.1 Course Deactivation: BT-16 Word Processing I (Barbara Jaffari)
- 4.2 Course Deactivation: BT-17 Word Processing II (Barbara Jaffari)
- 4.3 Course Deactivation: BT-50 Intro to Database Management Systems (Barbara Jaffari)
- 4.4 Course Deactivation: BT-51 Spreadsheet Applications (Barbara Jaffari)
- 4.5 Course Deactivation: BT-111 Keyboarding I (Barbara Jaffari)
- 4.6 Course Deactivation: BT-112 Keyboarding Skills Development (Barbara Jaffari)
- 4.7 Course Deactivation: BT-53A Beg. Technical and Professional Office Procedure (Barbara Jaffari)
- 4.8 Course Deactivation: BT-53B Adv. Technical and Professional Office Procedure (Barbara Jaffari)
- 4.9 Course Deactivation: CT-50 Construction Estimating (Derek Glavich)

Jennifer Burlison [M], Mike Peterson [2<sup>nd</sup>] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

**4.10 Course Revision: FRNC-1A Elementary French I (Rhonda Case, Kristy Carlsen)**

Sean Thomas [M], Jennifer Burlison [2<sup>nd</sup>] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

Jennifer Burlison asked about consistency in catalog desc notes. Note re: past coursework was copied from FRNC-1B and added to 1A.

Jennifer Burlison [M], Sean Thomas [2<sup>nd</sup>] Following discussion, the motion to **renew CR GR Area C** was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

**4.11 Course Revision: FRNC-1B Elementary French II (Rhonda Case, Kristy Carlsen)**

Jennifer Burlison [M], Sean Thomas [2<sup>nd</sup>] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

Jennifer Burlison [M], Mike Peterson [2<sup>nd</sup>] Following discussion, the motion to **renew CR GR Area C** was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

[select] [M], [select] [2<sup>nd</sup>] Following discussion, the motion to **APPROVE THE PRE-REQ** was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

#### **4.12 Course Revision, with Distance Education: SPAN-1A Elementary Spanish I (Kristy Carlsen)**

Sean Thomas [M], Jennifer Burlison [2<sup>nd</sup>] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

Jennifer Burlison [M], Sean Thomas [2<sup>nd</sup>] Following discussion, the motion to **renew CR GR Area C** was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

Jennifer Burlison [M], Sean Thomas [2<sup>nd</sup>] Following discussion, the motion to **renew DE Modality: Online** was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

Sean Thomas noted that] the Distance Education Liason Wendy Riggs raised questions about the requirement for a synchronous zoom meeting required in a proposal for a non-synchronous modality (online).

Kristy Carlsen explained that Speaking exercises require a lot of guidance and practice with speaking activities. Facilitating this via a live zoom session (with breakout rooms for pairs/small groups), and the instructor can move around and check in with different groups. The alternative would be assigning students to communicate one on one on their own, which Carlsen feels is insufficient pedagogically.

A specific advisory about the required synchronous meetings will be posted on DE sections in the class schedule.

#### 4.13 Course Revision, with Distance Education: SPAN-1B Elementary Spanish II (Kristy Carlsen)

Mike Peterson [M], Jennifer Burlison [2<sup>nd</sup>] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

Mike Peterson [M], Jennifer Burlison [2<sup>nd</sup>] Following discussion, the motion to **renew CR GR Area C** was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

Jennifer Burlison [M], Mike Peterson [2<sup>nd</sup>] Following discussion, the motion to **APPROVE THE PRE-REQ** was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

Jennifer Burlison [M], Mike Peterson [2<sup>nd</sup>] Following discussion, the motion to **renew DE Modality: Online** was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>

Y	-	-	-	Y	Y	Y
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Discussion:

**4.14 Course Revision, with Distance Education: SPAN-2A Intermediate Spanish I (Kristy Carlsen)**

Jennifer Burlison [M], Sean Thomas [2<sup>nd</sup>] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

Jennifer Burlison [M], Mike Peterson [2<sup>nd</sup>] Following discussion, the motion to **renew CR GR Area C** was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

Jennifer Burlison [M], Mike Peterson [2<sup>nd</sup>] Following discussion, the motion to **APPROVE THE PRE-REQ** was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

Sean Thomas [M], Jennifer Burlison [2<sup>nd</sup>] Following discussion, the motion to **newly approve DE Modality: Online** was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

**4.15 Course Revision, with Distance Education: SPAN-2B Intermediate Spanish II (Kristy Carlsen)**

Sean Thomas [M], Jennifer Burlison [2<sup>nd</sup>] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

Jennifer Burlison [M], Sean Thomas [2<sup>nd</sup>] Following discussion, the motion to **renew CR GR Area C** was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

Sean Thomas [M], Mike Peterson [2<sup>nd</sup>] Following discussion, the motion to **APPROVE THE PRE-REQ** was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

Sean Thomas [M], Jennifer Burlison [2<sup>nd</sup>] Following discussion, the motion to **newly approve DE Modality: Online** was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

**4.16 Course Revision: HE-7 Emergency Response: First Aid/CPR/AED (Marla Gleave)**  
 Sean Thomas [M], Mike Peterson [2<sup>nd</sup>] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

**4.17 Course Revision: KINS-64 Concepts of Strength Training (Marla Gleave)**

Jennifer Burlison [M], Mike Peterson [2<sup>nd</sup>] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

**4.18 Course Revision: KINS-68 Care and Prevention of Sports Injuries (Marla Gleave)**

Jennifer Burlison [M], Sean Thomas [2<sup>nd</sup>] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Dennis</i>	<i>Gill</i>	<i>Lancaster</i>	<i>Peterson</i>	<i>Shaw</i>	<i>Thomas (Chair)</i>
Y	-	-	-	Y	Y	Y

Discussion:

**5. Discussion**

5.1 Guided Pathways and Curriculum – Marla Gleave

Marla Gleave and Angelina Hill shared their views regarding the question of how best to integrate Guided Pathways perspectives into our curricular and program development processes. Additionally, Gleave explained the basic framework of the Guided Pathways initiative and commented on the importance of clarity and consistency regarding the word "transfer"; additionally, she suggested that faculty would benefit from additional training and consultation with Counseling and Advising to reinforce their understanding of appropriate terminology and the perspectives and needs of students.

Gleave and Hill suggested that the Articulation Officer would be the appropriate point person to facilitate early dialog between faculty developing programs, initiative leaders on campus, and counseling and advising folks in order to improve how our program designs serve students and support their success.

Sean Thomas noted that absent such a point person, Jennifer Burlison stepped up to facilitate that dialog with the SWHS program, and that placed an unreasonable burden on her work as a Curriculum Committee member.

Courtney Loder agreed that fully engaging the Articulation Officer in such processes would be a wise idea.

**6. Announcements and Open Forum**

Angelina Hill reported about a recent webinar she participated in regarding curriculum issues across the state.

Sean Thomas welcome Cameron Papp to the committee as the incoming Curriculum Coordinator.

**7. Adjournment** Sean Thomas [M], Jennifer Burlison [2<sup>nd</sup>]

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