



Academic Senate for California Community Colleges

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CURRICULUM COMMITTEE

Wednesday, September 16, 2:00

CCC Confer

888-886-3951, www.cccconfer.org

Passcode: 133648

(Meet & Confer Access Available, Closed Captioned)

MINUTES

Members Present: John Freitas, Ginni May, Ryan Carey, Tiffany Tran, Vivian Varela, Michael Heuman, Lori Bennett, Gerold Sirotnak, Sofia Ramirez Gelpi, Diana Hurlbut

Guests: Erik Shearer, Jackie Escajeda

Minutes taken by Ginni May

- I. Call to Order and Adoption of the Agenda – done
CCC Confer passcode for all meetings through the end of this year is **133648**.
- II. Approval of the August 29, 2015 Minutes – approved with small corrections
- III. Effective Curriculum Processes – White Paper/Paper (Resolution 9.01 S15)
 - a. Review approved outline for white paper and current rough draft
There was discussion regarding whether or not faculty can bring curriculum directly to the Board without any other approval from administrators.
We discussed offering ideas on streamlining curriculum in multi-college districts.
Suggestions will be sent to John. First draft will be considered at Oct.2-3 Executive Committee Meeting. It is due September 21.
 - b. Full paper – timeline for completion
Need outline for Full Paper, which John will need to present to the Executive Committee Meeting in November.
The first draft needs to be done by January so that it can undergo a 1st Reading at February Executive Committee Meeting. The final paper needs to be done by February so that it can undergo a 2nd Reading at March Executive Committee Meeting.
- IV. PCAH revision status and COR Paper revision (Resolution 9.06 F14)
Guest: Erik Shearer, SACC Co-Chair
 - a. PCAH Update status and timeline – Erik Shearer
Working on 6th Edition for about 1 year now. The 3rd draft will be submitted on Friday for discussion at SACC. Get to legal review by about a month later, after the October SACC meeting. Not sure of the timeline here due to the CCCCO being short staffed. They want the PCAH to go to the field as soon as possible.
This document has been approached differently than in the past. The big issues were the curriculum inventory. This time there are three separate documents and only one of

- them is titled the PCAH, about 80 pages. There is a submission guidelines document, the third document is a technical document with directions on how to submit curriculum to the CCCCCO.
- b. Work plan for COR paper revision
Need a workgroup on revising the 2008 COR paper – John, Sofia, Diana, Ginni
PCAH liaison will be Erik.
- V. Draft Plenary Resolutions
Diana is going to add a Whereas to the Repeatability Resolution – Whereas part of the mission of the community college is to provide the first two years of the college experience...
Decided to remove the word “staff” from the first resolved in the Curriculum Specialist resolution.
Contacts were established for the resolutions.
- VI. Regional meetings planning
Guest: Interim Dean Jackie Escajeda, Curriculum and Instruction Unit, CCCCCO
Discussed Regional meetings and what Jackie would like to present at the regional meetings. Diana suggested that 30 minutes of the morning CCCCCO update be devoted to Curriculum Inventory issues for all attendees to hear, and then there be a breakout for curriculum specialists devoted to Curriculum Inventory technical matters. John will talk more with Jackie, and John and Ginni will review the agenda in light of this discussion and bring back a recommendation to the committee.
- VII. Fall plenary planning – Plenary is November 5-7
Breakouts and presenters:
Effective and Efficient Curriculum Processes – John, Ginni, Diana, Michael
CDCP – John, Cheryl,
CCCCCO update – Dolores Davison, Erik Shearer,
- VIII. Rostrum article ideas
Curriculum Myths – John, if anyone is interested let John know. They are about 1500 words
CDCP – John will suggest to Cheryl
Send John ideas.
- IX. Announcements
- a. Next meetings – Wednesday, October 7, 2:00 (may be moved to 10/14); Wednesday, October 21, 2:00.
 - b. CTE Regional Meetings – October 9 (North), October 10 (South), October 16 (Bay Area), October 17 (Central)
 - c. ASCCC Area meetings October 23 and 24, locations vary. Contact your area representatives.
 - d. ASCCC Fall Plenary Session, November 5-7, Irvine Marriott Hotel.
 - e. Curriculum Regional Meetings – November 13 (Solano College) and November 14 (Mt. San Antonio College)

X. Adjournment

Status of Previous Action Items:

- a. Curriculum Institute's survey results for additional ideas for regionals – in progress
- b. Recommendations on regional meetings to Executive Committee – completed. The agenda was approved by the Executive Committee on September 11.
- c. Chancellor's Update for regionals – completed. Pam Walker and Jackie Escajeda will attend. Jackie confirmed that Chancellor's Office staff will attend and provide Curriculum Inventory training for specialists.
- d. Committee priority list – approved by Exec.
- e. Meeting calendar – in progress. The committee approved the calendar through January 11, 2016. The spring calendar still needs to be determined.
- f. Fall plenary breakouts and resolutions – in progress. Breakouts approved by Exec are Chancellor's Office update (to include PCAH update), Efficient Curriculum Processes and Implementing CDCP noncredit. Committee resolutions to be finalized at 9/16 meeting.
- g. Regional coordination survey – in progress. The survey was approved by Exec on 9/12. The survey needs to be sent to the Senate Office for entry into Survey Monkey and distributed to the field. Results may be shared with CTE Leadership Committee for review and possible follow-up survey focusing on CTE coordination.
- h. Effective curriculum processes white paper – in progress. The Executive Committee approved the outline, with a reduction in scope. A draft will go the October 2/3 meeting (deadline for submission is 9/21) for a first reading and possible approval; however, approval at the 11/4 meeting is acceptable.
- i. Effective curriculum processes position paper – in progress. The white paper will be incorporated into the position paper. The paper outline needs to be approved by the Executive Committee at its 11/4 meeting, with draft paper going to Exec for a first reading in February and action in March for approval by the body in April.
- j. COR paper revision – in progress. A workgroup will review the 2008 paper and identify which parts need to be updated. The outline should be submitted to the Executive Committee for approval by its February meeting.