



Curriculum Committee

Minutes

Date: March 26, 2024

Meeting Room: L113 and Zoom for Guests

1:00 pm – 3:00 pm

1. Call to Order	The meeting was called to order at 1:07 by Sarah Barsness, Chair.
2. Roll Call	Ashlie Lawson, Interim Dean of Counseling is a non-voting member. Erin Duane, James Word, Ashlie Lawson and David Williams arrived late due to schedule conflicts. Roll call is as follows:

Committee Officials (Non-voting)	
<input checked="" type="checkbox"/>	Sarah Barsness.....Chairperson
<input checked="" type="checkbox"/>	David Williams.....VP of Academic Affairs
<input checked="" type="checkbox"/>	Lisa AbbottCurriculum Analyst
<input checked="" type="checkbox"/>	Claire Gover.....Meeting Secretary
Additional SS and AA Expertise (Non-voting)	
<input type="checkbox"/>	Laura Maghoney.....DE Coordinator
Guests	
Jailene Yanez	Scheduling Analyst
*Kathleen Callison	OT Faculty
LaNae Jaimez	PSYC Faculty
*Ferdinanda Florence	ART Faculty
*attended on Zoom	

Committee Members (Voting)	
<input checked="" type="checkbox"/>	Alison Bolton Applied Technology & Business
<input checked="" type="checkbox"/>	Guy Brookshire.....Liberal Arts
<input checked="" type="checkbox"/>	Saki Cabrera.....Social & Behavioral Sciences
<input checked="" type="checkbox"/>	Ginger Cain.....Health Sciences
<input checked="" type="checkbox"/>	Jose Cortes..... Dean
<input checked="" type="checkbox"/>	Amy Dauffenbach.....Counselling
<input checked="" type="checkbox"/>	Erin Duane.....Library
<input checked="" type="checkbox"/>	Douglas “Doug” Green Applied Technology & Business
<input checked="" type="checkbox"/>	Sheila Hudson.....Dean
<input checked="" type="checkbox"/>	Ashlie LawsonArticulation Officer
<input type="checkbox"/>	Myra Kargbo..... Health Sciences
<input checked="" type="checkbox"/>	James Word.....Math & Science
<input checked="" type="checkbox"/>	Teri Yumae.....Liberal Arts
<input type="checkbox"/>	Vacant.....Social & Behavioral Sciences
<input type="checkbox"/>	Vacant Math & Science

3. Approval of Minutes	Approval of Minutes from: March 12, 2024						
	Motion:	Doug Green moved to approve minutes					
	Seconded by:	Jose Cortes					
	Comments/Discussion/Revisions:						
	Final Resolution:	Yeses:	9	Noes:	0	Abstentions:	0
	Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

4. Agenda Approval

<i>Approval of the agenda will enact all matters listed under the Consent Items which are considered routine unless removed from the Consent Items by a Committee member.</i>						
Motion:	Teri Yumae moved to approve agenda.					
Seconded by:	Amy Dauffenbach					
Comments/Discussion/Revisions:						
Final Resolution:	Yeses:	9	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

5. Consent Items

<i>Approval of the agenda will enact all matters listed under the Consent Items which are considered routine unless removed from the Consent Items by a Committee member.</i>		
5a. General		
There are no items in this section.		
5b. Workload/Class Max		
Course	Rationale:	Change

6. Comments from the Public

<i>Three minutes are allotted per person **</i>	
Name	Comments
Jose Cortes	Reminded the Body that Forums for the President Finalists will conflict with our meeting on April 2

7. Information Items

<i>No Action Required</i>

8. Action Items

	Motion:	Seconded by:
There are no items in this section.		
Comments/Discussion/Revisions:		
Final Resolution:	Yeses: 0	Noes: 0 Abstentions: 0
Motion Passed:	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>

9. Office Technology

Rationale for proposals a-b:

Kathleen Callison presented this agenda item. Updated course content outline and learning outcomes to more closely align with current business standards.

9a. OT054B – removed 2 irrelevant items from course content. Updated language in SLOs. Clarified what is acceptable proof of typing. (This can help set own CPL standard)

9b. Modifications were made to program requirements making them relevant for students graduating and seeking employment as an Administrative Assistant

Sarah Barsness will bring together faculty in CIS, BSOT and OT to streamline courses, reduce redundancy and improve clarity.

Motion on a-b:	Alison Bolton moved to approve items 9a & 9b.				N/A <input type="checkbox"/>	
Seconded by:	Ginger Cain					
Comments/Discussion/ Revisions:						
Final Resolution:	Yeses:	10	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

9a. Modified Courses:

		Requisite	notes
OT 054B	Beginning Keyboarding B		

9b. Modified Programs:

		notes
Administrative Assistant (AS)		
Administrative Assistant (CA)		

10. Psychology

Rationale for proposals a:

LaNae Jaimez presented this agenda item. The current levels of depression, anxiety, other mental health issues, stressors and outside demands on community college students are unprecedented. A positive psychology course will expose students to concepts, theories and research on human resiliency and strengths while also teaching them practices and techniques they can utilize in their daily lives. It is hoped that while learning about positive psychology students will also experience an increase in wellbeing and functioning. In addition, positive psychology course will give psychology majors an additional option for a course to complete a psychology degree.

Textbooks were updated. Course has option to be offered as hybrid and online.
Course is accessible to everyone - there are no prerequisites or advisories.

Saki Cabrera moved to add program modifications as agenda item 11b.
Amy Dauffenbach seconded. Motion passed by vote of 10/0.
PSYC018 was added to the program as an elective.

Motion on a:	Doug Green moved to approve 11a & b	N/A <input type="checkbox"/>
Seconded by:	Teri Yumae	
Comments/Discussion/ Revisions:		
Final Resolution:	Yeses: 10	Noes: 0 Abstentions: 0
Motion Passed:	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>

11a. New Courses

		notes
PSYC018	Positive Psychology	

11b. Modified Programs:

		notes
Psychology (AA)		
Psychology (AA-T)		

11. Art History

Rationale for proposals a:						
Ferdinanda Florence presented this agenda item. Update ADT to reflect changes to the TMC Gave additional options for Western Art. Gave additional options for students to take Asian and African Art. This degree can be completed completely online.						
Motion on a:	Ginger Cain moved to approve 12a					N/A <input type="checkbox"/>
Seconded by:	Amy Dauffenbach					
Comments/Discussion/ Revisions:						
Final Resolution:	Yeses:	10	Noes:	0	Abstentions:	0
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>			

12a. Modify Programs

	Notes
Art History (AA-T)	

- I. **Report from Articulation Officer, Ashlie Lawson** There are no items in this section.
- II. **Report from Assessment Coordinator, Andrew Wesley** We need to use Curriculum to reach out ahead of time to faculty and emphasize the connection between program review, curriculum review and assessment. It is a cyclical process.
- III. **Report from Curriculum Analyst, Lisa Abbott** Reminder that in Fall we will need representatives from SBS and Math/Science on this committee. Ashlie Lawson and Lisa Abbott are working on a common language for program narrative for local degree and ADTs. There could be a presentation at Fall flex “come and get your narrative done”
- IV. **Report from VP of Academic Affairs, David Williams** There are no items in this section.
- V. **Report from Curriculum Committee Chair, Sarah Barsness** Local GE went to the Academic Senate. Sarah reported to the Senate how Curriculum Committee was able to do the work and make a decision on the structure of the Local GE. In the Fall, Ashlie will work on plugging in/assigning courses in the Local GE. Amy Dauffenbach asked that cross cultural and ethnic studies be clarified so students can understand if course from another college applies. David Williams advised we should honor it if it met the requirement at their old college.
- VI. **Other** There are no items in this section.
- VII. **Open Discussion** There are no items in this section.
- VIII. **Adjournment** Due to the President Finalists forums the Tech Review meeting on April 2 and Curriculum Committee meeting on April 9 will be canceled.

Alison Bolton moved to adjourn. Jose Cortes seconded. Meeting adjourned at 2:25 PM.

ALL MEETINGS WILL BE HELD STARTING AT 1:00 PM ON ZOOM UNLESS OTHERWISE NOTED

***Under the Bagley-Keene Act, a body does not have to listen to comments on matters that are not on the agenda or that were already considered in a public meeting where there was an opportunity to comment. Cal. Gov't Code § 11125.7(a).*

Under the Brown Act, the public is entitled to comment on any matter within the subject matter jurisdiction of the legislative body, as well as any agenda item. Cal. Gov't Code § 54954.3(a). See Galbiso v. Orosi Pub. Util. Dist., 167 Cal. App. 4th 1063, 1080, 84 Cal. Rptr. 3d 788 (2008). Under the Brown Act, the legislative body does not have to listen to comments on items that are not within its subject matter jurisdiction. 78 Ops. Cal. Att'y Gen. 224 (1995). And, as under the Bagley-Keene Act, a legislative body under the Brown Act does not have to listen to comments on items that were already considered in a public meeting where there was an opportunity to comment. Cal. Gov't Code § 54954.3(a).

An agency may limit public comment on items described in the agenda to the time when those items are being considered. Olson v. Hornbrook Cmty. Servs. Dist., 33 Cal. App. 5th 502, 528, 245 Cal. Rptr. 3d 236 (March 26, 2019).

In addition, under both Acts, the body may adopt reasonable regulations to ensure that the above provisions are carried out, including but not limited to regulations limiting the total amount of time allocated to each individual speaker for public testimony or comment on particular issues. Cal. Gov't Code §§ 11125.7(b) (Bagley-Keene Act); 54954.3(b) (Brown Act). A legislative body of a local agency may regulate the time, place and manner for speech to ensure orderly discussion. Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996) (Brown Act); see, e.g., Ribakoff v. City of Long Beach, 27 Cal. App. 5th 150, 177, 238 Cal. Rptr. 3d 81 (2018) (rejecting plaintiff's First Amendment facial and as applied challenge to board's rule limiting public comment to three minutes); Olson, 33 Cal. App. 5th at 528 (holding limitation on public comment on agenda items to when those items are being considered was not an unreasonable regulation).