# Curriculum Committee Minutes

September 10, 2021, 1:30 pm

CCC Curriculum Zoom Room

**Committee Mandate: To approve College curriculum.**

Participants/Members: X = present, EXC = excused, ABS = absent

| Name | Discipline or Area | Through Spring of: | Attendance |
| --- | --- | --- | --- |
| Alves, Mitchell | At-Large | 2022 | X |
| Blair, Shelly | Dean; Innovative Learning | Not Applicable | ABS |
| Breslaw, Cathy | Fine and Applied Arts | 2024 | X |
| Bridges, Stephanie | English/Humanities | 2022 | X |
| Brock, Marilyn | At-Large | 2023 | X |
| Brown, Brandon | Career Programs | 2023 | X |
| Cao, Thomas | Mathematics | 2022 | X |
| Chapman, Cheryl | Computer Technology | 2022 | X |
| Curry, Fred | At-Large | 2024 | X |
| Emerson, Dana | Dean; Westminster, Le-Jao Campus | Not Applicable | X |
| Evangelista, Amy | Counselor | 2022 | X |
| Fauce, Steven | SLOs Coordinator | Not Applicable | X |
| Henry, Deborah | At-Large, Co-Chair | 2022 | X |
| Holliday, Ann | Special Education | 2022 | X |
| Isbell, Anna | Garden Grove Campus Representative | Not Applicable | X |
| Johnson, Dan | Social Science, Co-Chair | 2024 | X |
| Khan, Mahbub | Distance Learning | 2023 | X |
| Kim, Merry | Associate Dean; Garden Grove Campus | Not Applicable | X |
| Levenshus, Joshua | Mass Communications | 2022 | X |
| Mensah, Araba | Manager, Student Services, Instruction | Not Applicable | X |
| Mueller, Kate | VP, Student Services/Instruction | Not Applicable | X |
| Neal, Tom | Dean; Newport Beach Campus | Not Applicable | X |
| Niehaus, Rachel | Health, Foods and Nutrition, Gerontology, Physical Education | 2021 | X |
| Petry, Petra | International Language | 2022 | X |
| Salcedo, Daniel | Science | 2024 | X |
| Salimi, Layla | At-Large | 2023 | X |
| Shea, Nora | Librarian | Not Applicable | EXC |
| Weber, Daniel | Articulation Officer | Not Applicable | X |
| West, Tobi | At-Large | 2024 | X |
| Vacant | English as a Second Language | 2023 | ABS |
| Vacant | Business | 2024 | ABS |
| Vacant | Associated Student Government Representative | 2022 | ABS |

Guests:

Melissa Jaurequi (District Program Support Specialist)

Erin Thomas (Business Department Chair)

Lisa Lee (Mathematics Department Chair)

Recorder: Ann French

## CALL TO ORDER

### Welcome

### Adoption of Agenda

**Moved: Chapman, Cheryl. Second: Amy Evangelista. Approved.**

### Approval of Minutes:

### February 26, 2021

**Moved: Brown, Brandon. Second: Weber, Daniel. Abstained: Breslaw, Cathy; Bridges, Stephanie; Mensah, Araba; Mueller, Kate; West, Tobi**

### March 19, 2021

**Moved: Holliday, Ann. Second: Brock, Marilyn. Abstained: Breslaw, Cathy; Bridges, Stephanie; Mensah, Araba; Mueller, Kate; West, Tobi**

### April 23, 2021

**Moved: Weber, Daniel. Second: Isbell, Anna. Abstained: Breslaw, Cathy; Bridges, Stephanie; Mensah, Araba; Mueller, Kate; West, Tobi**

## REPORTS

### Articulation Report: Daniel Weber

A report was presented with current C-ID statuses; approved, pending, conditional, or resubmitted. The courses that have been approved since our last meeting are ANTH C120, C185, and C190, and PHYS C120+C125.

The course listed in CSU GE has been submitted for the next cycle of approvals effective for fall 2022. Courses listed in UC Transferable with the status of Pending were submitted in August for approval for fall 2021. Typically we will learn what decisions are made in October.

AO Report posted to the [Curriculum Committee webpage](https://www.coastline.edu/about/administration/committees-and-councils/curriculum-committee.php), 2021-22 folder, “2021.09.10 AO Report Course Submissions.docx”

### Summer Curriculum Institute – Daniel Johnson

Sessions on Credit for Prior Learning, Competency Based Education, and AB705 were attended. In the Curriculum Committee Training PowerPoint there is a link to the presentations that were presented at the Institute that anyone could review.

## CONSENT CALENDAR

### Course Placement in GE Pattern

**Effective Fall 2021**

### HIST C123/ETHS C123

Option 1, Area D

**Moved: Weber, Daniel. Second: Curry, Fred. Abstained: Breslaw, Cathy; Khan, Mahbub; West, Tobi. Approved.**

## DISCUSSION ITEMS

* 1. Curriculum Committee Training – Daniel Johnson

PowerPoint presentation posted on the [Curriculum Committee webpage](https://www.coastline.edu/about/administration/committees-and-councils/curriculum-committee.php), 2021-22 folder, “Curriculum Committee Training Fall 2021 REV.pptx.”

## ACTION ITEMS

### Course Revisions-Major: Credit

**Effective Fall 2022**

FROM TO

* + 1. COUN C108 – Applied Stress Management

Units 2 3

Lecture Hours 36 54

Originator: Layla Salimi

**Moved: Weber, Daniel. Second: Brown, Brandon. Abstained: Breslaw, Cathy. Approved.**

### Course Revisions-Minor: Credit

**Effective Spring 2022**

* + 1. BC C121 – Microsoft Excel 2

See CurricUNET for changes to objectives, content, methods of instruction (-telecourse), textbook

Originator: Cheryl Chapman

**Moved: Weber, Daniel. Second: Evangelista, Amy. Abstained: Breslaw, Cathy. Approved.**

* + 1. BC C176 – Microsoft Access, Level 2

See CurricUNET for changes to description, objectives, content, textbook

Originator: Cheryl Chapman

**Moved: Weber, Daniel. Second: Evangelista, Amy. Abstained: Breslaw, Cathy. Approved.**

* + 1. MATH C103 – Statistics for Elementary Teachers

See CurricUNET for changes to content, textbook

Originator: Lisa Lee

**Moved: Alves, Mitchell. Second: Mensah, Araba. Abstained: Breslaw, Cathy. Approved.**

**Effective Fall 2022**

* + 1. BC C145 – Medical Administrative Assistant I

See CurricUNET for changes to TOP code, (CIP code), PSLOs removed, SLOs, objectives, content, assignments, methods of evaluation, textbooks

Originator: Cheryl Chapman

**Moved: Brown, Brandon. Second: Isbell, Anna. Abstained: Breslaw, Cathy. Approved.**

* + 1. BC C161 – Health Information Technology: Medical Coding 1

See CurricUNET for changes to TOP code, (CIP code), assigned disciplines, advisory, grading policy, SLOs, textbooks

Originator: Cheryl Chapman

**Moved: Brown, Brandon. Second: Isbell, Anna. Abstained: Breslaw, Cathy. Approved.**

* + 1. BC C162 – Health Information Technology: Medical Coding 2

See CurricUNET for changes to TOP code, (CIP code), assigned disciplines, advisory, grading policy, textbooks

Originator: Cheryl Chapman

**Moved: Brown, Brandon. Second: Isbell, Anna. Abstained: Breslaw, Cathy. Approved.**

### Program Revisions: Credit

**Effective Spring 2022**

Item 5.3.1 was tabled. There were questions about the international lang

* + 1. Sociology – Associate in Arts

Restricted Elective: Add SOC C185 – Analysis of Social Problems

SOC C233 – Racial and Ethnic Relations

SOC C245 – Perspectives of Sex and Gender

See CurricUNET for changes to PSLO assessments, career opportunities

Originator: Sasha Montero

**Motion to Table: Weber, Daniel. Second: Evangelista, Amy. Opposed: Neal, Tom. Approved.**

## ANNOUNCEMENTS

### ESL and Business Curriculum Representatives

There are two openings on the Curriculum Committee, a special election will be held to fill those positions.

### Next Meeting: October 1, 2021. Location: yet to be determined. Due date for submitting proposals in CurricUNET for inclusion on the agenda: Monday, September 20 with proposals clearing Dean’s queue by Thursday, September 23.

## ADJOURNMENT

Meeting adjourned at 2:56 pm

*In accordance with the Ralph M. Brown Act and Senate Bill 751, minutes of the Coastline Curriculum Committee record the votes of all Members as follows: (1) members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.*