



## CURRICULUM COMMITTEE NOMINATION FORM 2020-2023

**TO:** All Coastline Faculty  
**FROM:** Deborah C. Henry, President  
Academic Senate  
**DATE:** January 29, 2020

If you are interested in running for a seat (three-year term) on the Curriculum Committee in one of the areas listed below, **please forward your name, brief biography (5-7 sentences), and a photo (optional) to [academicsenate@coastline.edu](mailto:academicsenate@coastline.edu) or [ylopez@coastline.edu](mailto:ylopez@coastline.edu)**, or mail to the Academic Senate Office at College Center, no later than **Friday, March 6, 2020**, to be considered by the Curriculum Committee Nominating Committee.

Electronic election ballots will be e-mailed to faculty in March. Please be sure to **check your Coastline e-mail for e-ballots and other updates.**

Part-time faculty is paid \$36.51 per hour for attendance at Curriculum meetings.

Note: The following Committee members, whose terms expire on June 30, 2020, may also be nominated: Stephen Barnes (Career Programs), Marilyn Brock (At-Large), Mahbub Khan (Distance Learning), Margaret Loving (At-Large), Judy Montague (ESL), Natasha Shoro (Fine & Applied Arts).

### I wish to be nominated for:

| Discipline          | Name | Telephone Number |
|---------------------|------|------------------|
| At-Large            |      |                  |
| At-Large            |      |                  |
| Career Programs     |      |                  |
| Distance Learning   |      |                  |
| ESL                 |      |                  |
| Fine & Applied Arts |      |                  |

### **Job Description**

The Curriculum Committee is responsible for determining that courses meet standards for quality and have critical thinking objectives and college level content and reading; for scrutinizing prerequisites; and for reviewing distance education courses for conformity to state regulations and guidelines. In addition, the committee recommends associate degree requirements and the general education status of courses, recommends courses for transfer and articulation, and reviews new and existing courses and programs. The Curriculum Committee meets seven times during the year on the third Friday of the month from 1:30 – 5:00 p.m. The Office of Instruction electronically distributes course outlines, agenda, and other materials to Curriculum Committee members several days before each meeting. Members should read the materials and come to the meeting prepared to vote. New members attend an orientation meeting and receive a Curriculum Manual which contains information on the Curriculum Committee and on California regulations and transfer requirements. A member who represents a particular discipline should be knowledgeable about his or her discipline and may be asked to help faculty in the discipline write course outlines.

**Please return to the Academic Senate Office at the College Center or by email no later than  
5 p.m., Friday, March 6, 2020.**