



Notes

1. Organizational Items

- 1.1. Call to Order
Meeting started at 1:45 P.M.
- 1.2. Approval of Agenda
- 1.3. Approval of Minutes of February 4, 2020 meeting
The committee did not have enough quorum to approve any items. Items will be approved at the next Curriculum Meeting.

2. Old Business

- 2.1. Course/ Program Approvals
 - 2.1.1. New Courses: **None at this time**
 - 2.1.2. Course Reactivations: **None at this time**
 - 2.1.3. Course Deactivations: **None at this time**
 - 2.1.4. Course Updates: **Please review prior to meeting**

Catalog Changes:

District-wide catalog changes agreed at all four Peralta colleges

| <u>Discipline</u> | <u>Course #</u> | <u>Course Title</u> | <u>Units</u> | <u>SLO</u> | <u>DE</u> | <u>Min Duration</u> |
|-------------------|-----------------|---------------------|--------------|------------|-----------|---------------------|
| CIS | 005 | | | | | |
| COUNS | 024 | | | | | |
| COUNS | 057 | | | | | |

Non-Catalog Changes:

| <u>Discipline</u> | <u>Course #</u> | <u>Course Title</u> | <u>Units</u> | <u>SLO</u> | <u>DE</u> | <u>Min Duration</u> |
|-------------------|-----------------|---------------------|--------------|------------|-----------|---------------------|
|-------------------|-----------------|---------------------|--------------|------------|-----------|---------------------|

- 2.1.5. Program Updates: **None at this time**
The committee did not have enough quorum to approve any items. All curriculum changes will be approved at the next Curriculum Meeting.

3. New Business / Discussion Items:

- 3.1 Discussion of the Community Education template for course information (Don)
- 3.2 Discussion of how Curriculum Committee might approach the approval of Community Education classes entering these classes (and workshops?) into CurriQunet. (Don and Eva?)
V. Phan shared the document and current practices from other colleges with the committee. V. Phan mentioned that the community education classes will be entered into CurriQunet by a Curriculum Committee member (to be advised), and go directly to the curriculum committee for approval before being forwarded to BOT. M. Goldstein suggested to have the appropriate

department chair review a community education proposal before it goes to the curriculum committee for review and approval. V. Phan responded that this would add another layer to the approval process, as well as creating problems for the person who is entering the data, as that person may not know to whom to send the proposal. L. Celhay mentioned to add language in the enrollment form to make sure if we can break even with the cost of the course. All of the Community Education Courses will be handled through the Dean of Career Technical Education office. This item will be continued at the next Curriculum Committee meeting and called for a vote on the CoA community education course approval process.

3.3 Discussion of Curriculum Discontinuance and Consolidation workflow proposal (Vinh)
V. Phan shared the information with the group. Currently as an example, it's a three year timeline for this process. A formal vote will be needed at the next meeting.

3.4 Discussion of a plan to develop Smart Shops at COA with regards to HSI Grant (Lilia)
Presented the information to the group includes current practice at Las Positas College.

4. Mini-Training

4.1 Highlights of the new PCAH 7th Edition (copy attached - please review prior to meeting)

5. Next Meeting: Tuesday, March 3, 2020 at 1:30 p.m. – 3:00 p.m. in L-237

6. Adjournment

Meeting adjourned at 2: 45 P.M.