

GROSSMONT COLLEGE CURRICULUM COMMITTEE

Meeting Summary for Tuesday, March 2, 2021 via Zoom

Dr. Marshall Fulbright, Administrative Co-Chair

Dee Aceves, Faculty Co-Chair

MEMBERS PRESENT:	Dee Aceves, Krista Ames-Cook, Javier Ayala, Liz Barrow, Jeanette Calo, Martha Clavelle, Caylor Cuevas, Marion de Koning, Angela DiDomenico, Carl Fielden, Marshall Fulbright, Karen Hern, Felicia Kalker, Raymundo Quezada, Sharon Sampson, Jason Stevens, Tenille Venard
MEMBERS ABSENT:	Sebastien Cormier, Cadence Dobias, Alan Traylor
ADMINISTRATIVE SUPPORT:	Bobbi Prilaman (absent)
FACULTY GUESTS:	None

This is a Zoom meeting of the Curriculum Committee due to the COVID-19 pandemic and subsequent campus closure. The Brown Act requires all motions, seconds, and votes to be recorded in the Zoom chat room. Meeting was livestreamed via YouTube for the public.

Meeting was called to order by Dee Aceves at 2:04 pm.

APPROVAL OF SUMMARY from February 23, 2021 meeting:

Calo/Stevens to approve meeting summary: 17 Yes, 0 No, 1 Abstentions

CURRICULUM PROPOSAL REVIEW (CPR):

- ♦ **ETHN 115, 125*, 126, 127, 128, 132, 133, 134, 135, 143, 144*, 145, 194, 236*, 237*, 238*:** Course Modifications (* denotes cross-listed course)
- ♦ **PSY 125*:** Course Modification (* denotes cross-listed course)
- ♦ **COMM 144*:** Course Modification (* denotes cross-listed course)
- ♦ **ENG 236*, 237*, 238*:** Course Modifications (* denotes cross-listed course)
- ♦ **GEND 117, 118, 154*, 155*:** Course Modifications (* denotes cross-listed course)
- ♦ **HIST 154*, 155*:** Course Modifications (* denotes cross-listed course)
- ♦ **Comments/Notes from Committee during Review:**
 - Curriculum Proposal Review (CPR) tracker was completed prior to meeting by members.
 - Agenda for 3/2/2021 was revised to include GEND 117 and 118, which were inadvertently omitted.
 - During the meeting, suggested edits, questions, and comments were reviewed. Where necessary, updates will be done on Course Outlines of Record (CORs) for the "outside of class hours".
 - Raymundo Quezada confirmed that HIST 154 and 155 are the head/primary course for HIST/ETHN 154 and HIST/ETHN 155.
 - ETHN 132 and 133 will be getting new/different course numbers (TBD). Similar courses are offered at Cuyamaca in History (HIST 132 and 133). Even though the courses are not aligned, Grossmont's ETHN 132 and 133 will be renumbered to avoid confusion.
 - Course Content areas of ETHN and HIST courses will be reviewed for term "Indian". Suggestion from committee to replace with either "Native American" or "Indigenous Tribal Community" to better reflect current terminology.
 - Reminder from committee to make sure the course/catalog descriptions on the Course Modification Form and the updated Course Outline of Record (COR) match, especially for proposed revisions.

CHAIR REPORT:

- ◆ **DE (Distance Education) Form Update** – Dave Dillon was scheduled to be at today’s meeting; however, could not attend due to a family emergency. Dave will be invited to attend a future meeting to provide an update.
- ◆ **BP/AP 4021 Program Discontinuance** – Draft changes were reviewed by committee with no additional updates. Link on website will be updated after Board approval.
- ◆ **Course Revision Policy**
 - Need for an official Course Revision Policy is based on [Education Code 78016](#); [Title 5 §55003](#); and Standard IIA.2(e), [ACCJC](#).
 - Example from Woodland Community College (WCC) was reviewed. Committee members shared possible revisions/updates. In the document, “Proposal Start” means the “Effective Date” for Catalog Updates. Period for “hold harmless” and curriculum review cycle action items will be included.
Action Item: Dee will prepare a draft Course Revision Policy for advance review and possible vote at next meeting on March 9, 2021.
 - Future Plan/Goal: Provide a link to Catalog Addendum on website with updates to any typos or omissions in printed/published catalog.
- ◆ **Other Items:**
 - **CORs (Course Outlines of Record) & SLOs (Student Learning Outcomes)** – Felicia shared an update on the current SLO audit being done in preparation for the upcoming Accreditation follow up site visit and review. In some cases, the SLOs in TracDat do not match what is on the CORs on the intranet for courses offered in fall 2020 and spring 2021.
 - CPIE (College Planning and Institutional Effectiveness) is coordinating the process for getting the necessary updates documented and completed if possible prior to the site visit/review.
 - Current workflow for updating SLOs and communicating this to all necessary departments needs to be streamlined and integrated with the Annual Unit Plan (AUP) and Curriculum Submission processes.
 - Request from a committee member to bring back a past practice of providing chairs/coordinators with a calendar or action items for the year. Dr. Fulbright noted that a draft Chairs/Coordinators Handbook is being routed for feedback and this information will be included in the updated handbook.
 - Request to include the SLOs within the CORs rather than as an Addendum.
Action Item: Committee will discuss and vote on this at next meeting on March 9, 2021.

INFORMATION ITEMS:

- ◆ **Reminders** – Curriculum approved between Dec. 1, 2020 and Feb. 16, 2021 will be on the March 16, 2021 Board Packet. All curriculum approved in 2020FA and 2021SP is effective for the 2021-2022 Grossmont Catalog.

Adjourned: 3:41 PM
Next Meeting: March 9, 2021
Place of Meeting: Zoom
Summary Prepared By: Krista Ames-Cook, Instructional Operations (IOPS) Interim Supervisor
Attachment/s: None