

## I. GENERAL MATTERS

### A. Roll Call

*Present:* Aseltyne, Baca, Combs, Crossman, Finnegan, Frederickson, Mendoza, Montes, Polak, Renderman, Simpson-Logg, Swift, Varela (arrived at 10:30), Walsh, Whetzel, Xu

*Guests:* Indermill, Lenberg

*Recorder:* Nelson

**B. Approval of Minutes:** M/S/C (Walsh/Crossman) to approve minutes of April 3, 2020 as presented.

**C. Agenda Revisions:** None

## II. PUBLIC COMMENT

None

## III. CONSENT AGENDA

M/S/C (Swift/Crossman) to approve the consent agenda as presented.

**A. ART 209 – Art Appreciation – *Method of evaluation***

**B. BUS 107 – Customer Service – *Distance education***

**C. BUS 110 – Payroll Taxation – *Distance education***

**D. BUS 212 – The Legal Environment of Law – *Distance education***

**E. COM 201 – Writing for the Mass Media – *Distance education***

**F. ESL 3 – English as a Second Language – *Distance education***

**G. ESL 11A – English as a Second Language: Advanced A – *Distance education***

**H. ESL 11B – English as a Second Language: Advanced B – *Distance education***

**I. ESL 503A – English as a Second Language: Oral Communication Skills A – *Distance education***

**J. ESL 503B – English as a Second Language: Oral Communication Skills B – *Distance education***

**K. ESL 503C – English as a Second Language: Oral Communication Skills C – *Distance education***

**L. ESL 511 – English as a Second Language: Advanced – *Distance education***

**M. MTH 51 – Algebra and Logic for Statistics – *Course inactivation***

**N. MTH 60 – Beginning Algebra and STEM and Business Majors – *Catalog description***

**O. MTH 77 – Geometry – *Distance education***

**P. MTH 540 – Supplemental Mathematics Lab – *Distance education***

## IV. COURSE/PROGRAM MODIFICATIONS/PROPOSALS

### A. MUS (Lenberg)

#### 1. MUS 250 – Applied Music – Individual Instruction

a. M/S/C (Swift/Frederickson) to approve the discipline of Commercial Music.

#### 2. MUS 556 – Jazz Band for Older Adults

First reading for all music courses for older adults. Lenberg explained that these courses are being developed to gain community involvement. Walsh asked about the need to target a specific age group. Polak explained that these courses must remain open to all student but the COR has to demonstrate how the course will benefit older adults. Polak asked Whetzel and Lenberg to discuss disciplines for

all courses specifically the need to include the discipline required of non-credit older adult course. Frederickson asked if there needs to be a limitation on enrollment added stating an instrument is needed. Lenberg said the college can provide instruments. Mendoza asked for clarification on SLO #2 and #3. Mendoza added that the outline focused on playing an instrument where the SLOs focused on the social aspect of being in an ensemble and suggested adding a SLO that focuses on the technical aspect of the course. Lenberg will review the SLOs for clarification and add an additional SLO. Swift commented she really enjoyed reading the CORs, and Finnegan enjoys seeing courses that promote community involvement.

3. **MUS 572 – Symphonic Band for Older Adults**
  - a. New course proposal – *First reading*
4. **MUS 576 – Symphony Orchestra for Older Adults**
  - a. New course proposal – *First reading*
5. **MUS 580 – Masterworks Chorale for Older Adults**
  - a. New course proposal – *First reading*
6. **MUS 585 – Vocal Jazz Ensemble for Older Adults**
  - a. New course proposal – *First reading*

## V. DISCUSSION

### A. Minor revision to SCT course submission

Nelson informed the committee of the following edits: CED 196 was changed to SCT 196 and the TOP code was changed on SCT 196, SCT 540, and SCT 541 to reflect the vocational focus of the course.

### B. Curriculum related adjustments to COVID-19

The discussion revolving around distance education is still a big topic with the CCCCCO. Polak said there are three to four memos coming out a week informing and guiding CIOs. The CCCCCO is looking at possibility providing funding for Labster through December 2020. Frederickson added that Labster has realistic aspects to experiments built into the system and students are enjoying it. Polak also mentioned all the webinars the CCCCCO is hosting and hopes faculty are taking advantage of them.

### C. Distance Education protocol for summer and fall semesters – *Action*

Whetzel informed the committee that approximately 500 courses are not DE approved. Next step is to look at courses that can be offered online under certain circumstances. Frederickson asked about the possibility of offering lab courses on ground in the fall. Polak said it is still unknown what the future holds but is a possibility to have on ground lab courses under very specific circumstances. Once those circumstances are known, faculty will be informed. Swift added that the nursing department spoke with Public Health Officer, Dr. Doohan, about offering nursing courses on ground in the fall. Dr. Doohan stated that nursing courses may be allowed if they meet public health guidelines and standards. More to come on exactly what that would look like. Finnegan provided feedback that her students don't want to take lab course online. Polak added that the college will have to take a close look at what courses are offered in the fall if instruction has to be fully online. If that is the case, some faculty may choose to postpone some offerings. At this point, it is too soon to make that call.

Whetzel provided the committee with a draft of an additional page that will accompany the DE addendum. Faculty can currently choose to offer a course fully online or partially online (hybrid). The additional page to the addendum adds another online category of Fully Online Under Mutual Agreement (FOMA). This new category allows for a course to be offered fully online, in emergency situations only, under mutual agreement between both faculty and administration. By submitting a course for FOMA, faculty are acknowledging a particular course is not suited for online instruction, but can be successfully offered under an emergency situation. Varela added that the Distance Education committee reviewed the additional page and is in support. Indermill included that the Academic Senate supports the work of the Curriculum Committee and the Distance Education Committee. Finnegan asked if there is a place that defines an emergency situation. Polak defined an emergency situation as any circumstances in which students are not allowed on campus. After a few minor edits to the additional page draft, M/S/C (Polak/Crossman) that the Curriculum Committee will use a specified FOMA request "Additional Page" of the DE addendum to inform faculty of the FOMA definition and conditions. Each FOMA request will require Curriculum Committee approval.

**D. 2020-2021 Curriculum Committee meeting calendar – Action**

M/S/C (Swift/Renderman) to approve the 2020-2021 meeting calendar as presented.

Meeting adjourned: 11:28 a.m.

FUTURE MEETINGS: May 8, May 15