

**College Curriculum Committee
Meeting Minutes
Tuesday, June 1, 2021
2:00 p.m. – 3:30 p.m.
Meeting held virtually via ConferZoom**

Item

Discussion

1. Minutes: May 18, 2021

	<p>443A proposals—PSME rep believes these new courses will be an optional coreq for C S 3A, for students who need additional assistance, similar to MATH 248A. D. Lee asked if intent of NCBS 443A is to offer a free version of C S 203A—Subramaniam confirmed. D. Lee asked how load will be affected—Subramaniam noted similar situation in EMS, in which the noncredit version does not carry load, only the credit version (students for both are together in one classroom).</p>
<p>b. Division Reps for 2021-22</p>	<p>Reaching the end of this year, so we should start planning for next year's CCC reps, as well as GE subcommittee membership. Kuehnl asked reps to let him and/or Vanatta know who their division's reps will be for next year.</p>
<p>c. Upcoming COR Deadline—June 18</p>	<p>Vanatta reminded the group of the upcoming deadline for CORs for all new courses and major changes to transferable courses.</p>
<p>d. Curriculum Institute Virtual Conference (July 7-9)</p>	<p>CCC Team will be attending, and Kuehnl encouraged the group to attend. Reach out to Kuehnl if you're interested.</p>
<p>5. New Program Application: Biochemistry AS</p>	<p>Speaker: Eric Kuehnl</p>

Anza). Mentioned that starting our year in summer has articulation implications, but acknowledged that changing to fall would likely affect other operations, as well. D. Lee mentioned Continue Load and Seat Count Discussion topic, asking how CCC would be involved in discussion since those things are negotiated—Kuehnl believes CCC could discuss the topic and forward concerns to FA.

Speaker: Eric Kuehnl

Kuehnl shared that the Curriculum Best Practices ad hoc group requested consultation with ASCCC regarding our local processes and to gain a neutral perspective, especially to determine the legality of our division CC structure. Formal meeting was last week; Kuehnl, Gilstrap, Kathryn Maurer, Svetich, Meneses met with consultants. Consultants feel strongly that our division CC structure is legal per Title 5 and other requirements, noting that as long as faculty are driving the structure and decision making within the structure, we are operating within Title 5.

During consultation, took a deep dive into our structure, resulting in determination that individual division CCs must follow legal requirements of Brown Act, if we are going to continue to allow division CCs to have sole approval authority over certain aspects of curriculum. This will be a big change for some divisions, but might not affect others too greatly. In a nutshell, this means agenda must be published 72 hours in advance, two reads required for all action items, and student representation on division CCs. PSME rep asked if CCC meetings recorded and available publicly—no, but our minutes serve as public record of meetings. Fine Arts rep asked if Brown Act requires printed agendas/minutes to be posted publicly on campus (once we're back on campus), and asked for advice on how to recruit students. Vanatta mentioned she posted printed-out CCC agendas and minutes in breezeway of Admin building, until campus shutdown (now, those are posted only online), and expects to do so, again, once campus reopens. ASFC rep noted that ASFC would recruit students; Kuehnl suggested recruiting students specific to each division. Kuehnl hopeful that students will be interested to serve on division CCs, since discussions will be more relevant to their curricular interests (vs. CCC).

Kuehnl emphasized that in order to continue with our decentralized model, division CCs must follow Brown Act; otherwise, we will have to change to a centralized model, with CCC serving as approval body for all curriculum. Believes that making this change will result in an improvement to our process. Fine Arts rep suggested division CC minutes be posted on CCC website—Vanatta clarified that they already are; any minutes forwarded to her by the division reps are posted. D. Lee asked for clarification re: specific requirement for agendas being sent out 72 hours in advance (e.g., does it need to be posted online or send to all faculty, etc.)—Kuehnl believes it must be posted. Kuehnl noted some divisions don't currently have formal meetings, and he needs to follow up with consultants to find out if formal

and will be happy to work with Apprenticeship division. D. Lee asked if division CC meetings considered "regular meetings," noting that Brown Act includes different