
Curriculum Committee

Sub-Committee of the Academic Senate

Fall 2020 Semester

Meeting Thursday, October 22, 2020 2:15 pm via Zoom

<https://cccconfer.zoom.us/j/97741498790>

Present: Sheldon Carroll, Gina Cullen, Luna Finlayson, George Golitzin, Rachel Klein, Bob McCoy, Sara McKinnon, Steve Newton, Heather Rahman, Beth Sheofsky, Kathleen Smyth, Cari Torres, Derek Wilson, Nancy Willet, Grace Mengqi Yuan, Holly Shafer

Absent: Paul Cheney, Lisa Morse, Kevin Muller, Becky Reetz

Guests: Katheryn Horton, Ron Palmer, Lance Barthelemy

Standing Items

1. Call to Order at 2:18 pm via zoom
2. Approval of the agenda
Motion to approve: Rachel Klein
Second the motion: Heather Rahman
Vote: all approved
3. Approval of the minutes
Motion to approve: Kathleen Smyth
Second the motion: Derek Wilson
Abstain: Bob McCoy
Vote: approved
4. Chair Announcements

Discussion Items

1. Consent Agenda
Associate in Art Degree Revisions
A.A. in Liberal Arts: Language and Communication Emphasis (in the e-lumen library)
A.A. in Liberal Arts: Social and Behavioral Science Emphasis (in the workflow)
Associate in Science Degree Revision - effective upon Chancellor's Office Approval (in the e-lumen library)
A.S. in Automotive collision Repair Technology, Master Collision Repair
Certificate of Achievement Revision - effective upon Chancellor's Office Approval (in the e-lumen library)
Certificate of Achievement in Automotive collision Repair Technology, Master Collision Repair

Certificate of Achievement Additions -effective upon Chancellor's Office Approval (in the workflow)

Certificate of Achievement in Automotive collision Repair Technology, Painting and Refinishing
Certificate of Achievement in Automotive collision Repair Technology, Electric Vehicle Specialist
Certificate of Achievement in Automotive collision Repair Technology, Structural and Nonstructural Damage Repair

Motion to approve: Derek Wilson
Second the motion: Sara McKinnon
Abstain: Bob McCoy
Vote: approved

2. New web developer 6-unit skills certificate – Katheryn Horton
Please see attached proposal provided by Katheryn Horton
Clarification: skills certificates are not transcribable, nor needed to be sent to the Chancellor's Office for approval.
Ron would initiate the workflows and faculty initiators will develop the certificates.

Q&A:

Sara asked about job posting information in relationship with the goal of the certificate. Katheryn answered CE is sensitive to not to over-sell the certificates.

Derek asked about the approval process of the skills certificates. Cari answered that the skills certificates will be entered in eLumen and sent to Board for approvals.

Derek also asked about right of assignment as we have limitation on part-time faculty and the scheduling challenges. Katheryn answered that they would put Staff for the short-term courses first.

Motion: Derek Wilson moved to approve the proposed skills certificates.
Second the motion: Heather Rahman
Vote: all approved

3. Machine and Metals Technology Program Proposal – Derek Wilson
Derek reported results and recommendation from the Advisory Committee and presented the new MACH courses, programs, and high-school pathways. Two slides were shared with the Curriculum Committee. The second slide reflects the final proposal considering the Advisory Committee recommendations.
Survey and Advisory committee meeting minutes are available and will be sent out to the committee.

Kathleen asked about the timeline and the instructor-in-mind to teach the proposed courses online. New instructor teaching online will need 12 weeks of training and POCR reviewed before they go into action.
Answer: offering the new courses earliest Fall 2021 and possibly Spring 2022. Derek may develop the course online and hand off to others. Kathleen reiterated that whoever is hired will have to take the 12 weeks DE training as it is the policy.

Nancy asked who are the competitors and how they are doing with similar programs. Derek named a list of community colleges and CSUs that have the programs. Nancy mentioned Redwood High School has an established program and they discussed about the high-school pathways.

Ron further discussed the hiring plan, the opportunities for machine workers in the Bay Area, and the importance to provide online and hybrid courses for students who wants to pursue a career in the industry.

Rachel moved to approve the department to continue developing the new Machine courses and programs.
Sara McKinnon seconded the motion.
Abstain: Lisa Morse
Vote: all approved.

4. Training from the 2020 Curriculum Institute- Grace Yuan, Gina Cullen, Cari Torres, Nancy Willet
Due to time limits the item is tabled for next meeting.

Meeting adjourned at 3:25pm.