

Curriculum Committee Minutes

Sub-Committee of the Academic Senate

Spring 2023 Semester

Meeting Thursday, Feb 9th, 2:15 pm via Zoom

<https://marin-edu.zoom.us/j/93434117360?from=addon>

Present: Gina Cullen, Bob McCoy, Sara McKinnon, Alex Jones, Beth Sheofsky, Sara Malmquist-West, Kevin Muller, Scott Serafin, Grace Mengqi Yuan, Cari Torres, Ron Palmer.

Absent: Sheldon Carroll, Kathleen Smyth.

Standing Items

1. Call to Order at 2:17 pm via zoom
2. Approval of the amended agenda
 - Motion to approve: Sara McKinnon
 - Second the motion: Kevin Muller
 - Vote: all approved
3. Approval of the minutes
 - Motion to approve: Kevin Muller
 - Second the motion: Sara Malmquist-West
 - Vote: (5) approved; (0) objection; abstained: Luna Finlayson.
4. Public request to address the Committee
 - None.
5. Chair Announcement
 - None.

Discussion

1. ACRT 108 – Ron Palmer
 - Auto insurance and Auto Body Repair Shops need skilled workers to do estimate for damage or insurance payout.
 - We have a part-time instructor lined up to teach the course readily with 25 years of auto damage estimates experience.
 - The course would be taught DE and it would refine the online offerings of ACRT; the instructor would go through the POCR process to offer Hybrid or OA.

- Contra Costa College and SFCC are the other colleges offer ACRT programs, so there would not be competition in our service area.
- 3 lecture hours per week for 3 student units and 3 teaching units.
- Rotate into the current offering and stay in the current unit allocation.

Q & A:

- Sara McKinnon asked if the new course would be wrapped in an existing certificate. Ron answered that eventually he would like to set this course in a certificate but wanted to be mindful of delivery mode so that students could earn certificates remotely.
- Alex Jones asked whether students could take ASE certificate or iCAR Board after taking the course. Yes, they could take the ASE estimating certification.
- Gina asked whether the course could list an ENGL writing advisory course for the reading and writing skills. Ron answered no. The specific writing skills and styles would be taught in the class.

Action:

- Alex Jones moved to vote on ACRT 108 in the next meeting.
- Kevin Muller seconded the motion.

2. Brown Act – Gina Cullen

Exhibit A: Presentation slides on Brown Act Updates

There was a discussion about the changes.

- CC will have a quorum/5 members on campus in AC 303.
- Other members could teleconference by displaying their locations.
- Possibly keep the same meeting time next semester.

Consent Agenda Action:

1. Substantive change: Western Civilization two-course series
Vote: (8) yes, (0) No, (0). Western Civilization two-course series was approved.
2. New course addition: Math 102
Vote: (8) yes, (0) No, (0). Addition of Math 102 was approved.

Meeting adjourned 3:00pm.