

GROSSMONT COLLEGE CURRICULUM COMMITTEE

Meeting Summary for Tuesday, February 23, 2021 via Zoom

Dr. Marshall Fulbright, Administrative Co-Chair

Dee Aceves, Faculty Co-Chair

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| MEMBERS PRESENT: | Dee Aceves, Krista Ames-Cook, Javier Ayala, Liz Barrow, Jeanette Calo, Martha Clavelle, Sebastien Cormier, Caylor Cuevas, Marion de Koning, Angela DiDomenico, Carl Fielden, Marshall Fulbright, Karen Hern, Felicia Kalker, Raymundo Quezada, Sharon Sampson, Jason Stevens, Alan Traylor, Tenille Venard |
| MEMBERS ABSENT: | Cadence Dobias |
| ADMINISTRATIVE SUPPORT: | Bobbi Prilaman |
| 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 2:03 pm.

APPROVAL OF SUMMARY from February 16, 2021 meeting:

Stevens/Quezada to approve meeting summary: 18 Yes, 0 No, 1 Abstentions

CURRICULUM PROPOSAL REVIEW (CPR):

- ◆ **CSIS 119, 135, 145, 276, 290, 297:** Course Modifications
- ◆ **CSIS 100, 172, 176, 282:** Course Deletions
- ◆ **BOT 086, 100, 104, 105, 106, 108, 109, 110, 111, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 150, 151, 161, 163, 164, 165, 167, 170, 172, 176, 179, 223, 224, 225:** Course Modifications
- ◆ **BOT 133:** Course Addition & Distance Learning
- ◆ **BOT 094, 095, 096, 097, 101, 102, 112, 131, 153, 201, 203, 216, 219, 220, 229, 230, 280 ABC, 281 ABC, 282 ABC, 283 ABC:** Course Deletions
- ◆ **Administrative Assistant (BOT):** Degree Modification
- ◆ **Executive Assistant (BOT):** Degree Modification
- ◆ **Front Office Receptionist (BOT):** Certificate of Proficiency (COP) Modification
- ◆ **Office Professional (BOT):** Certificate of Proficiency (COP) Modification
- ◆ **Office Assistant, Level I (BOT):** Certificate of Proficiency (COP) Modification
- ◆ **Office Assistant, Level II (BOT):** Certificate of Proficiency (COP) Modification
- ◆ **Office Software Specialist, Level II (BOT):** Certificate of Proficiency (COP) Modification
- ◆ **Account Clerk (BOT):** Certificate of Proficiency (COP) Modification
- ◆ **Comments/Notes from Committee during Review:**
 - Curriculum Proposal Review (CPR) tracker was completed prior to meeting by members.
 - During the meeting, suggested edits, questions, and comments were reviewed. Content review for Entrance/Exit and Corequisite Skills for some courses have been requested by chairs and will be shared with committee members for review as soon as they are received. Updates will be done on Course Outlines of Record (CORs) for the "outside of class hours".
 - Format for textbook citations was discussed. Committee agreed that as long as the key information is provided, the citation format (e.g., APA, MLA, Chicago) could vary.

CHAIR REPORT:

- ◆ **DE (Distance Education) Form Update** – Ongoing work is progress. Dave Dillon will provide an update at next meeting.
- ◆ **CCCCO Memos**
 - ESS 21-300-004 Business Administration Transfer Model Curriculum (TCM) – To be discussed further at a future meeting.
 - ESS 21-300-011 Ethnic Studies Transfer Alignment – Informational item
- ◆ **Curriculum Handbook & GE Sub-Committee Reminders**
 - Curriculum Handbook: Email sent to sub-committee members.
 - GE Sub-Committee: Meeting this week on Feb. 25, 2021.
- ◆ **Other Items:** This week's packet and review was one of our largest for this term. The rest will be smaller.

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: 3:44 PM

Next Meeting: March 2, 2021

Place of Meeting: Zoom

Summary Prepared By: Krista Ames-Cook, Instructional Operations (IOPS) Interim Supervisor

Attachment/s: ESS 21-300-004 Business Administration Transfer Model Curriculum (TCM)

ESS 21-300-011 Ethnic Studies Transfer Alignment