



Curriculum Committee
Minutes
October 11, 2021

Members Present

Dr. Robert White, Chairperson	Virginia Guleff, Vice President of Instruction
Jacob Vazquez, Agriculture	Anthony Ferro, Associate Faculty, Kinesiology
Susan Craig, Allied Health	Dave Welton, Associate Faculty, Radio-TV-Film
Brian Donnelly, Career Counselor	Joel Keebler, Dean
Dr. Leslie Henson, English	Dr. Shaun-Adrián Choflá, Family & Community
Patrick McDougall, Ph ysics	Services/Business
Denise Adams, Dean	Serey Vann, Articulation Officer
Suzanne Wakim, SLO Coordinator	Tia Germar, Library
Kim Kirkwood, Cosmetology	Laurel Hartley, Associate Faculty, Sociology
Donna Davis, Respiratory Care	Daniel Donnelly, Academic Senate Representative

Guests Present

Linda Fischer, CSCI	Jennifer Nelson, BUS
Dave Elke, MUS	Carrie Monlux, Dean
Shahroukh Mistry, BIOL	

AGENDA

1. **Agenda Approval**

Motion to approve the agenda: D. Welton; Second, L. Hartley; Unanimous

2. **Approval of Minutes**

A. May 17, 2021

B. September 13, 2021

Motion to approve the May 17th minutes: L. Hartley; Second, S. Wakim; 13 votes in favor to approve the minutes from May 17th; four abstentions

Motion to approve the September 13th minutes: L. Hartley; Second, S. Choflá; 17 votes in favor to approve the minutes from September 13th; one abstention

3. **Announcements**

A. The symbol ▼ signifies shifts in shared resources.

4. Consent Agenda

A. Distance Education

1. **ACCT 100 - QuickBooks Pro-Computerized Accounting (2 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
2. **ACCT 128 - Small Business Accounting (3 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
3. **BIOL 2 - Introduction to Human Biology (3 units)**
Online modality; hybrid. *Effective term: Fall 2021*
4. **BIOL 10 - Survey of Human Systems (4 units)**
Online modality; lecture and lab. Effective term: *Effective term: Fall 2021*
5. **BIOL 20 - Human Anatomy (4 units)**
Online modality; lecture and lab. Effective term: *Effective term: Fall 2021*
6. **BIOL 21 - Human Physiology (4 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
7. **BIOL 41 - Cell and Molecular Biology (5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
8. **CHEM 1 - General Chemistry I (5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
9. **CHEM 2 - General Chemistry II (5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
10. **CHEM 11 - Introduction to Chemistry (4 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
11. **CHEM 21 - Organic Chemistry 1 (5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
12. **CHEM 51 - Elementary Inorganic Chemistry (5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
13. **CHEM 52 - Elementary Organic and Biochemistry (4 units)**
Online modality; lecture, and hybrid. Effective term: *Effective term: Fall 2021*
14. **CSCI 2 - Business and Computer Information Systems (3 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
15. **CSCI 4 - Introduction to Programming Concepts and Methodologies (3 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
16. **CSCI 25 - Linux 1 (3 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
17. **CSCI 31 - Web Development I (3 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
18. **CSCI 32 - Web Development II (3 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
19. **DFT 2 - Engineering Graphics I (3 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
20. **DFT 8 - Engineering Graphics II (3 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
21. **DFT 12 - Beginning AutoCAD Drafting (3 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
22. **DFT 24 - Architectural Drafting Applications (3 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
23. **DFT 45 - Building Information Modeling I (3 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
24. **DFT 46 - Building Information Modeling II (3 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*

25. **GEOG 3 – Physical Geography Lab (3 units)**
Online modality; lab. Effective term: *Effective term: Fall 2021*
26. **GEOG 20 – Introduction to Geographic Information Systems (3 units)**
Online modality; lecture, and lab. Effective term: *Effective term: Fall 2021*
27. **KIN 11 – First Aid and CPR (3 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
28. **KIN 23 – Weight Training 1 (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
29. **KIN 24 – Weight Training II (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
30. **KIN 27 – Core Crossfit Training (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
31. **KIN 29 – Body Sculpting (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
32. **KIN 31 – Quickfits (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
33. **KIN 41 – Gentle Yoga (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
34. **KIN 42 – Yoga 1 (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
35. **KIN 45 – Pilates (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
36. **KIN 47 – Stress Management Techniques and Exercise (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
37. **KIN 48 – Stretching for Life (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
38. **KIN 49 – Fit Mix (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
39. **KIN 52 – Walking for Fitness (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
40. **KIN 53 – Jogging/Running for Fitness (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
41. **KIN 65 – Soccer (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
42. **KIN 74 – Boxing (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
43. **KIN 94 – Adaptive Physical Education (1.5 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
44. **PHYS 11 – Concepts of Physics Laboratory (3 units)**
Online modality; lab. Effective term: *Effective term: Fall 2021*
45. **PHYS 21 – College Physics I (3 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
46. **PHYS 22 – College Physics II (4 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
47. **PHYS 41 – Physics for Scientists and Engineers 1 (3 units)**
Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*
48. **PHYS 51 – Problem Solving Strategies for PHYS 41 – (2 units)**
Online modality; lab. Effective term: *Effective term: Fall 2021*

49. PHYS 52 – Problem Solving Strategies for PHYS 42 (2 units)

Online modality; lab. Effective term: *Effective term: Fall 2021*

50. PSC 12 – Concepts in Physical Science (4 units)

Online modality; lecture, lab, and hybrid. Effective term: *Effective term: Fall 2021*

51. PSY 36 – Psychology of Meditation and Mindfulness (3 units)

Online modality; lecture, and lab. Effective term: *Effective term: Fall 2021*

**BIOL 10, BIOL 20, BIOL 21 and BIOL 41 now reflect the correct unit value*

Motion to approve the consent agenda: L. Hartley; Second, S. Wakim; Unanimous

5. New Business

A. New Courses

1. CSCI 50 – Comp TIA Cloud+ (3 units)

Program applicable. (Computer System Administration). *Effective term: Fall 2022*

2. CSCI 51 – IT Fundamentals+ (1.5 units)

Program applicable. (Computer System Administration). *Effective term: Fall 2022*

3. CSCI 52 – IT Support Professional (3 units)

Program applicable. (Computer System Administration). *Effective term: Fall 2022*

4. CSCI 76 – Windows Hybrid Infrastructures and Services (3 units)

Program applicable. *Effective term: Fall 2022*

Linda Fischer represented the CSCI Department

- L. Fischer – There are five new classes from the department; CSCI 53 will be seen at the next meeting. The new courses will be replacing CSCI 73, CSCI 74 and CSCI 75 which will be retired. These new courses will appear in programs and certificates.
- D. Welton – CSCI 50, in the COR it doesn't show the SLO's.
- R. White – It's a META issue; thank you David.
- L. Fischer – That's odd, they show on the copy I have.

(SLO's now visible in the COR)

- R. White – Do we want to look at the courses? Who'll be taking these courses?
- L. Fischer – Both those in industry and those looking to get into the industry. Seventy-five percent of my students are already work in industry.

Removed one hour from Lab Topic, Analyzing Workload Characteristics to Ensure Successful Migration, to bring to 51 hours

- L. Hartley – Should we block the courses with the DE requests?
- R. White – Let's approve just the new courses, first.
- D. Adams – Thank you Linda for keeping on top of the program updates; we appreciate you keeping tabs on it.

Motion to place items A.1–A.4 on the consent agenda: L. Hartley; Second, D. Welton;

Unanimous

5. MUS 360 – Orchestra (0 units/Non-credit)

Stand alone. *Effective term: Fall 2022*

Dave Elke and Daniel Donnelly represented the MUS Department

- R. White – This is a non-credit course. Course consideration for non-credit must meet ten criteria. One criteria is “community aide for the elderly”. This particular course fits this particular category. The idea is to have two mirrored courses, one with credit the other non-credit. In this instance, MUS 60 is the credit course and MUS 360 is the non-credit course.

The courses be offered at the same time (stacked) the non-credit course will allow community members to participate without charge, or accumulating credits, whereas MUS 60 will be for music-focused students.

- D. Elke – This type of offering is very successful at Yuba College.
- D. Donnelly – Also, successful at College of the Siskiyous.
- R. White – The courses would be stacked and offered face to face. The non-credit course is a zero cost course.
- D. Donnelly – The hours the student puts in will still allow for the District to collect funding, correct?
- R. White – Yes.
- S. Choflá – Will they be in the same class together?
- R. White – Yes.
- D. Adams – Why does it note “singing” in the SLO’s?
- R. White – We took the objectives from C-ID, and singing is part of those objectives.

Motion to place MUS 360 on the consent agenda: L. Hartley; Second, D. Welton; Unanimous

B. Distance Education

1. **AGS 20 – Plant Science (3 units)**

Online modality; lecture, lab and hybrid. *Effective term: contingent on DE Committee approval*

- R. White – Jacob can you speak to this?
- J. Vasquez – I know the department is looking to offer this online moving forward.
- R. White – Is this a big dual enrollment course?
- J. Vasquez – This one is not.
- R. White – Any questions to Jacob about this request?

Motion to move to consent: S. Wakim; Second, S. Choflá; Unanimous

2. **BIOL 1 – Introduction to Biology (4 units)**

Online modality; lecture, hybrid, and lab. *Effective term: contingent on DE Committee approval*

3. **BIOL 5 – Ecology and Field Biology (4 units)**

Online modality; lecture, hybrid, and lab. *Effective term: contingent on DE Committee approval*

4. **BIOL 7 – Sustaining Life on Earth (3 units)**

Online modality; lecture and hybrid. *Effective term: contingent on DE Committee approval*

5. **BIOL 43 – Ecology and Evolution (5 units)**

Online modality; lecture and hybrid. *Effective term: contingent on DE Committee approval*

Shahroukh Mistry represented the BIOL Department

- P. McDougall – Wondering about how labs are conducted in this environment? What would the lab look like?
- S. Mistry – I can speak to how we’ve done this over the past year. Students on their own, went out to collect data; they would then provide a write up of their findings; this would serve as an activity. This type of assignment can be done as a group, or individual activity. We’re not planning to offer the course in the online space; but want to be prepared for it if need be. Some courses, such as BIOL 1, we actually had some success in creating online labs. So as a department, we’ll look to offering some sections in the online modality, or hybrid.
- R. White – We’re looking to find courses in all GE categories which can be successfully offered in the online space.
- P. McDougall – What if we begin to find articulations which won’t be honored because of its online offering?

- R. White – Our transcripts don't annotate the modality in which a course is offered.
- L. Hartley – Are we looking at just the Distance Education piece?
- R. White – Yes.

Motion to move B.2 – B5 to consent: L. Hartley; Second, S. Wakim; Unanimous

6. MUS 51 – Digital Music Production I (2 units)

Online modality; lecture and hybrid. *Effective term: contingent on DE Committee approval*

7. MUS 53 – Digital Music Production II (3 units)

Online modality; lecture and hybrid. *Effective term: contingent on DE Committee approval*

8. MUS 55 – Studio Recording II (4 units)

Online modality; lecture and hybrid. *Effective term: contingent on DE Committee approval*

9. CSCI 50 – Comp TIA Cloud+ (3 units)

Online modality; lecture and lab. *Effective term: contingent on DE Committee approval*

10. CSCI 51 – IT Fundamentals+ (1.5 units)

Online modality; lecture and lab. *Effective term: contingent on DE Committee approval*

11. CSCI 52 – IT Support Professional (3 units)

Online modality; lecture, lab and hybrid. *Effective term: contingent on DE Committee approval*

12. CSCI 76 – Windows Hybrid Infrastructure and Services (3 units)

Online modality; lecture, lab and hybrid. *Effective term: contingent on DE Committee approval*

- R. White – Do you want all classes with a lab component to be considered for online modality?
- L. Fischer – Yes.
- P. McDougall – Are they offered synchronously or asynchronously?
- L. Fischer – The software we use allows for me to jump into the lab with students, just as in a face to face classroom setting. This modality also allows students real-time experience, as this is how problem solving occurs in industry.

Motion to move B.9 – B.12 to consent; D. Adams; Second; S. Choflá; Unanimous

C. Pedagogical Changes

1. AJLE 130 – Law Enforcement Academy: Basic/State Parks Emphasis (46 units)

Change in ped cap from 46 to 60. *Effective term: Fall 2022*

- R. White – You'll notice it is a 46 unit course. This ped cap changes bring this course into alignment with their other program courses. It's a technical change.
- S. Wakim – Do we need to make a motion on it?
- R. White – Yes; but if we need more conversation, we can table it.
- A. Ferro – Would it make it easier on the instructor; easing the ability to handle adds?
- R. White – They're simply bringing this course into alignment with their other program courses.

Motion to move C.1 to consent: L. Hartley; Second, S. Wakim; Unanimous

2. BIOL 9H – Current Issues in Biology (3 units)

Change in ped cap from 35 to 30. *Effective term: Fall 2022*

- R. White – Shahroukh, can you speak to this?
- S. Mistry – I'll need to get back to you with this, unless Suzanne can speak to that.
- S. Wakim – I can; this was done to align with ped caps of all other HON courses.
- P. MacDougall – In past terms is the ped cap closer to the existing cap? Or, that of the requested cap?
- S. Wakim – It always fills to 35.
- R. White – Any other questions? Motions?

Motion to move C.2 to consent: B. Donnelly; Second, S. Craig; 17 votes in favor; one abstention

3. **MUS 55 – Studio Recording II (4 units)**

Change in ped cap from 30 to 23. *Effective term: Fall 2022*

- D. Elke – All of the changes to the courses were made to align with the new music program; MUS 55 is now a capstone course, we’re currently stacking this with MUS 54 each term. Stacking allows us to offer both courses each primary term.
- T. Germar – How quickly do the techniques advance? Our Library resources are 10 to 15 years old.
- D. Elke – I’d be happy to meet with you to offer some contemporary suggestions.
- R. White – And, the ped cap change?
- D. Elke – The control room doesn’t hold 30 people; 24 is maxing the space out.
- A. Ferro – Is there a max occupancy for that room?
- D. Elke – I’m down to 16 students for the term, and the space is perfect. Everyone is getting experience on the equipment.
- V. Guleff – That’s a huge jump from 30 to 20; when we set our room caps, we work with facilities to set them. Our minimum “go number” will be 22 as we head in to 2022. I would suggest the ped cap be shifted to 22.
- H. Rau – When we stack them, we use the lower of the two ped caps and set the section cap accordingly.
- S. Knifong – Is it scheduled in ARTS 124?
- D. Elke – No, ART 128.
- S. Knifong – The room capacity for ART 128 is 23.
- R. White – Ped caps are based on teachability; room caps are set in accordance to fire marshal standards.
- D. Elke – Let’s make it 23; for both courses to avoid scheduling issues.
- R. White – If that’s okay with you; that’s preferred.

Motion to move MUS 55 with the minor modification and ped cap adjustment to consent:
L. Hartley; Second, S. Wakim; Unanimous

D. Major Modifications

1. **MUS 51 – Digital Music Production I (2 units)**

Change in title and course description; change in hours (from 17 to 8.5 lec hours/from 34 to 76.5 lab hours); change in units (from 1.5 units to 2.0 units); change in methods of instruction and evaluation, objectives, unit titles, assignments, and materials of instruction.
Effective term: Fall 2022

2. **MUS 53 – Digital Music Production II (3 units)**

Change in title and course description, increase in hours (from 25.5 to 17 lecture hours and from 76.5 to 102 lab hours), methods of instruction and evaluation, objectives, unit titles, and assignments. *Effective term: Fall 2022*

- D. Elke – For MUS 51 and MUS 52, the previous titles didn’t make sense to students. I’ve switched to more modern terminology. This to ensure the student knows the courses go together. The unit changes fit with our new certificate and degree programs. The half-unit didn’t really make sense. I updated the objectives. Software features are constantly changing, thus the updated unit titles.
- R. White – Any questions?
- D. Welton – Looks really good, Dave.

Motion to block MUS 51 and MUS 53 and place on consent; D. Welton; Second, L. Hartley;
Unanimous

E. Minor Modifications

1. BIOL 1 – Introduction to Biology (4 units)

Change in course description, unit titles, materials of instruction, and assignments.

Effective term: Fall 2022

2. BIOL 2 - Introduction to Human Biology (3 units)

Change in course description, methods of instruction and evaluation, objectives, unit titles, assignments, and materials of instruction. *Effective term: Fall 2022*

3. BIOL 5 – Ecology and Field Biology (4 units)

Change in methods of instruction and evaluation, unit titles, and materials of instruction.

Effective term: Fall 2022

4. BIOL 7 – Sustaining Life on Earth (3 units)

Change in course description. *Effective term: Fall 2022*

5. BIOL 9 – Current Issues in Biology (3 units)

Change in course description, methods of instruction and evaluation, objectives, unit titles, assignments, and materials of instruction. *Effective term: Fall 2022*

6. BIOL 9H – Honors Current Issues in Biology (3 units)

Change in ped cap and methods of instruction. *Effective term: Fall 2022*

7. BIOL 10 – Survey of Human Systems (4 units)

Change in methods of instruction and evaluation, unit titles, and materials of instruction.

Effective term: Fall 2022

8. BIOL 20 – Human Anatomy (4 units)

Change in methods of instruction and evaluation, modality, materials of instruction, and assignments. *Effective term: Fall 2022*

9. BIOL 21 – Human Physiology (4 units)

Change in methods of instruction and evaluation, modality, materials of instruction, and assignments. *Effective term: Fall 2022*

10. BIOL 41 – Cell and Molecular Biology (5 units)

Change in modality, methods of instruction and evaluation, and material of instruction.

Effective term: Fall 2022

11. BIOL 43 – Ecology and Evolution (5 units)

Change in unit titles and materials of instruction. *Effective term: Fall 2022*

12. MUS 55 – Studio Recording II (4 units)

Change in course description, methods of instruction and evaluation, objectives, unit titles, and assignments. *Effective term: Fall 2022*

- S. Mistry – As a department, we did a lot of updating to the COR's, focusing on unit topics. Major changes are to the BIOL series. The new BIOL 41, BIOL 42, BIOL 43, which replaces the BIOL 11, BIOL 12, BIOL 13 sequence. We can now retire the BIOL 11, BIOL 12, BIOL 13 from the catalog. The second major change is BIOL 15 shifting from a 5 unit to a 4 unit structure. This would allow students to take more courses at the same time, speeding their progress. Internally the department is debating whether a Fall of 2022 or Fall of 2023 start would be best.
- H. Rau – We already have the four unit BIOL 15 course approved at the State. We can flip the switch at any point.
- S. Mistry – We'll have a determination by the end of October as to which version you'll be wanting.
- H. Rau – Sooner is better than later, as we're now preparing the Fall 2022 schedule.
- B. Donnelly – Are most microbiology courses five units or four units?
- S. Mistry – There's a mix; some offer as a five unit course; some as a four unit course.

- B. Donnelly – I notice with Physician Assistant and Dental Hygienist programs they require a specific unit association with microbiology.
- S. Mistry – Our microbiology course is primarily for allied health majors; the four unit course is a good fit.
- P. McDougall – The unit being removed, is it recitation?
- S. Mistry – Yes, we’re reducing lab hours; but increasing activity hours.
- R. White – BIOL 15 is one of the only courses which have an activity unit; we’re making sure it’s serviceable in the future.

Motion to move all Biology minor modifications to consent: B. Donnelly; Second, S. Wakim; Unanimous

F. Prerequisite/Corequisite Changes

1. **BIOL 21 - Human Physiology (4 units)**

Change in prerequisite: remove CHEM 110. *Effective term: Fall 2022*

- R. White -- CHEM 1 and CHEM 51 are now the prerequisites for BIOL 21; CHEM 110 has been retired.
- B. Donnelly -- I was just curious, we discussed CHEM 11 not meeting the prerequisite for BIOL 21; and I’d like to know why it’s not a consideration.
- S. Mistry – The general feeling of students coming into BIOL 21 with CHEM 110 was they didn’t feel as prepared as those with CHEM 1 or CHEM 51. It seems timely to make this change now.

Motion to move to consent: S. Wakim; Second, L. Hartley; Unanimous

G. Course Deletions (Information Only)

1. **AJLE 131 - Basic Interpretation Learning System (BILS); State Parks Emphasis (4.5 units)**

Effective term: Fall 2022

2. **AJLE 132 - Emergency Medical Responder; State Parks Emphasis (3.5 units)**

Effective term: Fall 2022

3. **AJLE 133 – Patrol Rifle (.5 units)**

Effective term: Fall 2022

- R. White – AJLE 130 came through Fall of 2020 with significant changes; part of the discussion was removing these courses from their program.

H. New Programs

1. **AS-T Business Administration 2.0 (60 units) ▼**

Effective term: Fall 2022

- R. White – The State came out with another ADT in Business Administration. The idea was to transition the initial ADT to this proposal. We got together with the Chair of the Business Department, and determined there wasn’t much of a change; just a math requirement and BUS 20.
- S. Choflá – This proposal allows some flexibility with Math as well as other course selections.
- J. Nelson – We prefer students have the BUS 20 option.
- S. Choflá – Any questions?

Motion to move to consent: S. Wakim; Second, L. Hartley; Unanimous

6. Miscellaneous Business

A. Distance Education Definitions Proposal

S. Wakim addressed the committee

The DE committee has been discussing online modality for a while. We wanted to create a mechanism for students to recognize synchronous or asynchronous. Students were running into issues with registration. The goal is to have something clearer for students. Also, some faculty have requested a hybrid of synchronous and asynchronous, many with very good reasons. The idea is to do two things; one, make it really clear for students as to what they're registering for; and two, offer faculty easy ways to teach; this will also add ease for departments to offer classes. The idea is to have five options rather than three in regards to Distance Education.

- a) Online (asynchronous)
- b) Live online (synchronous)
- c) Partly online
- d) Partly on campus
- e) Fully on campus

- S. Wakim - There is not an option for on campus and synchronous.
- A. Ferro - How did you come up with these options?
- S. Wakim - The student representative serving on the DE committee took a survey to students and came back to us with the findings. We also looked at what other schools are doing.
- A. Ferro - Personally, I think it is somewhat confusing. Will these new options show in the schedule of classes?
- S. Wakim - Yes, they'll appear there.
- R. White - For instance, a course that has many section options allows students the flexibility to hop in a section which is partially online. Keeping the options constrained, allows ease of understanding for students.
- V. Guleff - I'm appreciative of this work, this is the first time I've seen this, so I'll need to further review this as a recommendation. There are a couple of things I'll need to think through and review the language in the Student Attendance Accounting Manual. I really appreciate, Suzanne, your group bringing this forward.
- S. Wakim - I understand this will be a multi-step process.
- R. White - To the committee, we're looking for a blessing on this.
- A. Ferro - Excited for this to move forward.
- L. Hartley - I agree.
- S. Wakim - A bit of feedback, are these terms appropriate?
- B. Donnelly - On campus may imply Main campus to students, whereas in person may be a more understandable term.
- S. Wakim - In person may be a better term.
- A. Ferro - Is there a way you can share with the group, from the main website? The website shows the three current options online, hybrid, in person.
- S. Wakim - The website would also have to change; I think a large piece of it, is the online synchronous/asynchronous options.
- B. Donnelly - We don't necessarily need these giant buttons; maybe subcategories.
- L. Hartley - I like the idea of an in person classes button.
- R. White - I would assume students would not be looking for hybrid classes; distinguishing between those sections with face to face interactions and those without.
- D. Welton - If students were given only the online option, they might not know what it is they're signing up for.

- S. Wakim – That’s why we’ve denoted a new listing.
- B. Donnelly – It’s not just the filter option needing redesign; students have to click on the individual sections to determine its modality.
- S. Wakim – Yes, I agree changes are needed.
- R. White – Do any of the counselors in the room have an idea as to how students search for classes?
- A. Ferro – Is it a fair statement to say students don’t really understand asynchronous and synchronous? Students want to know going in, if it’s a face to face class or online.
- H. Rau – Suzanne, when would you like to have this online?
- S. Wakim – The sooner the better, hopefully, Fall 2022.
- S. Knifong – There’s some IT issues which need to be addressed.
- R. White – Can we have a motion on this?

Motion to support the DE committee’s recommendation: L. Hartley; Second, S. Choflá; Unanimous

B. Brown Act Vote

Robert White addressed the committee presenting a draft resolution for AB 361

This is designed to ensure committees driven by Brown Act standards, follow the protocols implemented to run their business. They’re relatively stringent protocols. For instance, remote locations have to appear on the agenda. Posted agendas must also appear in those places. Governor Newsom, during COVID, signed an emergency act relaxing the Brown Act requirements, allowing us to meet how we’re doing this today. AB 361 was passed in September, allowing us to look at our local situation and determine if there were things like social distancing requirements which should dictate meeting formats. We as individual committees can decide to keep those relaxed as long as were in a state of emergency. What I am presenting in the Senate in this resolution, will bless us to continue to meet in the Zoom space, for 30 days.

Every 30 days, we’ll revisit to see if there are continued COVID issues. If there are, we’ll extend for another 30 Days. The Academic Senate may have an emergency meeting on Wednesday of this week to address this issue.

- S. Choflá –Could there be a more flexible way in doing this?
- S. Wakim – Thank you for taking this on Bob, instead of leaving it to each individual committee to address independently. Will the October 25th Curriculum meeting be via Zoom?
- R. White – Yes the October 25th meeting will be a Zoom meeting. Hopefully, they’ll be no issues with this in the Senate. I’ll let the committee know if things change. Until the Brown Act gets back to its full force, participation can happen without being physically present, a hybrid model. We’ll have technology to share remotely. Questions, comments, concerns?

C. Next Meeting – October 25, 2021

7. Adjournment

Motion to adjourn: L. Hartley; Second, B. Donnelly; Unanimous

