PRESENT: Mark Majarian (chair), Santanu Bandyopadhyay, Joyce Carrigan, Akilah Courtney, Robert Grantham, Jennie Hurley, Tina Johannsen, Donna Landis, Danny Lind, Kathleen McAlister, Ali Moady, Joyce Peacock, Scott Pickler, Cindy Shrout, Carlos Urquidi

ABSENT: Steve Donley, Jessica Nelson, Molly Schulps

GUESTS: Pat Sanchez

Recorder: Terry Carpenter

Call to Order: by Mark Majarian at 3:11 p.m.

Approval of September 9, 2014 minutes – MSP

Chair Report
Mark reminded the committee of the steps in the Review Process. After level 2 courses/programs move on to Tech Review, level 3 where Reps review and make comments in the text box. Then submitted curriculum for the current cycle moves on to level 4 when the originator responds to the comments from everyone and launches the course/program. Then it is brought to the agenda for a vote and if the comments have not been addressed the course can be tabled until the correction/justification is received. Reps should look at the MDB and MC, WR and CC, to see the changes and the CI report to see what programs/certificates are affected by the revisions to courses. Mark encouraged the Reps to be informed of GE guidelines and the screens to make sure that the addition of GE designations are justified and notated in Curricunet. The currently established seat count guidelines should be reviewed especially when revisions are being made, to make sure they are in compliance. If courses request exceptions to the guidelines the Rep can recommend that the originator, the Department Chair and the corresponding Dean reach agreement with the Instruction office before the course comes to the committee. Mark and Terry are available for questions if anyone needs assistance.

Mark presented a Power Point, authored by Craig Rutan and Michelle Grimes-Hillman for the Curriculum Institute this past summer, regarding placing courses with disciplines. He reminded the committee that the Sept 30 meeting will be held in the Business Bldg., Room 203 and that Michelle Grimes-Hillman (systems office liaison) and Craig Rutan from the State Academic Senate will be presenting information on placing courses within disciplines. Mark explained that two English courses are coming through Curriculum, ENGL 094 and ENGL 099, and that these accelerated courses have been designed to help students move through basic skills courses.

Danny added that ENGL 099 is already approved in the District and is taught at Fullerton College so it would be appropriate to offer the proposed ENGL 099 C course on our campus.
Santanu spoke about minimum qualifications and that faculty are assigned FSAs in Banner and it is a mechanical process that we have that matches or rejects when assigning faculty to teach courses. He also reported that on the State Scorecard Cypress is more successful than Fullerton for English and Reading basic skill course sequences and it is working well for students. The key to remember is what is beneficial to the students and the program and what is the impact.

**ADT Update**
Jennie distributed a handout regarding ADTs that are current and pending. The process followed is the State develops TMCs, then the template, then the Community Colleges can create the ADT. We have 19 of the 25 approved ADTs. This cycle we have pre-launched the AS-T in Chemistry and the AA-T in Film, Television and Electronic Media, (both awaiting templates), the AA-T in Journalism, and the AA-T in Spanish. Potential future transfer degrees include the AS-T in Biology, the AS-T in Economics and the AS-T in Public Health Science.

**Other:**
Mark reminded the committee that the Brown Act training is October 1 at the District and is required for all shared Governance Committees. If you cannot attend, a review of the information will be provided.

**Meeting adjourned at 4:30 pm**