I. Call to Order, Approval of Agenda and Minutes
   The meeting was called to order at 3:04pm by Amanda, and the agenda was approved. The minutes from the 1/20/16 meeting were approved by consensus.

II. Announcements and Reports

   Chair Report/DCCC Report: - Amanda:

1. Lance’s CIS courses will be discussed at our next meeting. He had car trouble, and is stuck at home.
2. New DCCC chair (Bill Simpson from ARC) has replaced Kirsten Corbin, who is doing a special project with the CCCO.
3. North/Far North, headed by Jamey Nye is working to make their process more efficient and time sensitive. Rather than two meetings a semester, they will be having monthly conference calls to announce or approve programs. These will be held monthly from Feb-June and Sept-Dec.
4. There had been some unnamed thematic blocks found in SOCRATES. You cannot add new courses into unnamed blocks. Colleges with college-only designators with unnamed thematic blocks get to name the blocks themselves (like in MEDA). For shared designators, the college who “owns” the course in the thematic block will suggest a name, but will vet it with their discipline colleagues across the district. The hope is to get this completed soon. Shared designators; primarily Math & Statistics. Ask college owners to propose name-run by colleagues in District.
5. There was desire to make the 495 courses .5-3 units, rather than the 1-3 units currently. If it is our desire, Phil Smith will go in and make this sweeping change, otherwise it would prompt a collaboration request for ALL of the 495 classes. Are we okay with this? If so, I’ll let Bill Simpson know. DCCC will make the official request. This is a lab only. Other campuses didn’t do this. Bill Simpson making all changes. No collaboration (we’d have 90 requests if we did it). Drop unit value down – Amanda asked how the committee felt about having someone else make the change. Everyone agreed to let Bill do this.
6. Music is working on families for MUIVI and MUP. MUIVI will implement theirs first.
7. Automated prereq checker is coming…ENGLT and ENGRD are coming…the sticking point has to do with the allowable prereqs and trying to get some consensus across the district. Additional request—see email. Changes to the language describing pre-requisites are needed to bring CRC’s courses into alignment with the rest of the District. Friday (2/5/16) was the IT deadline. Jamey asked if CRC would suspend rules to make changes. There are three courses (Amanda has the language). This item was not on the agenda. Special permission with a motion to put on the agenda. Motion – Dan DuBray; 2nd Brian Noel
   A motion to approve the suspension of rules regarding language of requisites. Motion – Dan DuBray; 2nd Brian Noel.
   A move to approve the requisite language for 3 English courses to amend requisite section to be standard format before it moves to the catalog. Motion – Dan DuBray; 2nd Brian Noel.

8. A new PPC list is coming soon.

9. FYI- As soon as DEAF 495 gets approved at the Chancellor’s Office, I’m going to start a collaboration request to change the name from Independent Studies to Independent Studies in Deaf Studies and American Sign Language.

10. There was a meeting last Friday of the Dual Enrollment Task Force. Both Brian and I are members, representing Curriculum’s perspective. We’ll keep the committee up-to-date on any developments.

A. **Office of Instruction Report/SAG Report**: Reminder of the March 2nd deadline for the catalog. It’s going to print the first week in April. Currently there are 5 ADT’s: Ag Business, Nutrition, RTVF (BJ will go in and do Title change for program. This might come back through the Curriculum Committee), Biology and Chemistry. The North Far North Regional Consortium approved AS in CIS, IT-Network Administrator, and Plant-based Nutrition (waiting on CCCCO approval). Torence is waiting for Markus to schedule an advisory committee meeting. Amanda said that Markus might wait until April to send. He knows the ramifications with respect to the catalog and he’s ok with that. Torence reported that it’s taking a long time to get approvals back from the CCCCO. Possibility next year to push back some of the dates in the catalog prep to give time to get back approval and to make the catalog. Torence is not comfortable putting unapproved courses in the catalog. The CCCCO prioritizes Programs while the campus prioritizes courses. Brian is the new SAG Rep.

B. **Articulation Officer Report**: Torence reported that it will be a month before interviews for the new AO. Amanda asked if the new hire would begin working as soon as possible. Torence affirmed that’s the case.

New courses:
AMT 379, AMT 383, AMT 385
CISS 356, CISW 308, CISW 402,
DEAF 310, DEAF 314, DEAF 316, DEAF 353
ESLL 121, ESLG 41, ESL 39, ESLR 51

C. **LMS Work Group Report** – Katie Morgan-Nance: There’s a push to the Academic Senate by March meeting on a decision to participate in OEI or Canvas and which cohort to join. Cohort 3 – FL16 pre-migration. January ’17 – Training. Live FL17. Final D2L would be the end of FL17. Dan DuBray, Scott Crosier, Jena Bills and Katie will be meeting with what to do with feedback from faculty & students with their thoughts about OEI and Canvas. Scott will have a Google questionnaire; it’s simple to maneuver. It’s unclear to Katie & Jena how to make things “pretty.” There are no training materials. There is one free course. Information will be out by next week. Coming up with the how for getting student feedback (advanced and beginning). Bob Johnson suggested HIT and/or NUTRI students.
D. Curriculum Proposals

Distance Ed Proposals – The following course has been approved (or reaffirmed) by the Distance Education Sub-Committee for distance education. The sub-committee humbly requests for its full-approval at this time.

<table>
<thead>
<tr>
<th>Course</th>
<th>New Approval</th>
<th>Reaffirmed Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 310</td>
<td></td>
<td>Up to 100% Distance Education</td>
</tr>
</tbody>
</table>

Motion to approve ECON 310 Dan DuBray. 2nd – Rochelle Perez.

A. Requisite Proposals – None

B. GE Proposals – None

C. High School Articulation Requests –

D. Consent/FYI Programs – ESL 299 (121). Hung up at the CCCC. There’s nothing different on consent. It did not get sent through Tech Review.

E. Second Reading – Courses: the following courses were reviewed:

The CIS courses are on hold. Lance Parks was unable to come to the CC Meeting to discuss.

CISN 300  Network Systems Administration  Rev/Coreq/Advis/Description
CISN 302  Intermediate Network Systems Administration  Rev
CISN 303  Network Administration – Linux Server  Rev/Prereq
CISN 304  Networking Technologies  NTC
CISN 306  Advanced Network Systems Administration  Rev/Prereq
CISN 308  Internetworking with TCP/IP  Deletion
CISS 330  Implementing Internet Security and Firewalls  Rev
CISS 341  Implementing Windows Operating Sys. Security  Rev
CISS 342  Implementing Linux Operating Sys. Security  Rev/Prereq
CISS 350  Disaster Recovery  Rev
ECON 310  Economic Statistics  Rev (CID approval)
VIET 411  Intermediate Vietnamese  Rev (Generate update)

Move to approve Brian Noel; 2nd Dan DuBray

H. Second Reading – Programs – None

I. First Reading – Courses

DEAF 354  Creative signs  NTD (#6 fragmented sentence. #8 For what? Tie to SLO/Objective)
ENGCW 480  Honors Seminar: Creative Writing and Culture  Rev
ENGED 320  Service Learning: Tutoring Elementary Students in Reading  Rev (Course part of the Pre-req project)
ESLL 20  Novice Listening and Speaking  Rev
ESLL 30  Novice-High Listening and Speaking  Rev
ESLL 40  Intermediate-Low Listening and Speaking  Rev
ESLL 50  Intermediate-Mid Listening and Speaking  Rev
ESLL 310 Intermediate-High Listening and Speaking  Rev
ESLP 50  Intermediate-Mid Pronunciation  Rev
ESLR 20  Novice Reading  Rev
ESLR 30  Novice-High Reading  Rev
ESLR 40  Intermediate – Low Reading  Rev
ESLR 50  Intermediate – Mid Reading  Rev
ESLW 20  Novice Writing  Rev
ESLW 30  Novice – High Writing  Rev
ESLW 40  Intermediate – Low Writing  Rev
ESLW 50  Intermediate – Mid Writing  Rev
GEOG 301  Physical Geography Laboratory  Rev
GEOG 335  Introduction to Geographic Information Systems Applications  Rev
(Change to 335 and not the .1,.2, etc. Makes the existing course more in line with District)
GEOG 495  Independent Studies in Geography  Rev (Revised 495 project to be streamlined to area of study. Students are required to complete lab hours.)
MATH 110  Elementary Geometry  Rev (Nothing came back from Tech Review. Came through for DE)
VIET 401  Elementary Vietnamese  Rev (Chair will talk to colleagues about title change down the road)
VIET 402  Elementary Vietnamese  Rev
ESLL 299  Experimental Offering in Vietnamese  Rev

J. First Reading – Programs:
Television Production  Television Production (Certificate)  Rev
Television Production  Television Production (A.A. Degree)  Rev
Veterinary Technology  Veterinary Technology (A.S. Degree)  Rev
Veterinary Technology  Veterinary Technology (Certificate)  Rev
(The effective date – FL17. Bob Johnson thinks FL18 would be better. Change enrollment eligibility to increase student success. Counselors will advise students to changes. Bob will talk to Chris Impinna about time limit)
Theatre Arts  Theatre Arts (A.A. Degree)  Rev (Cheri Fortin had comments from previous reading made to them. Adding TAP because of repeatability. This is a revision: Change SLO’s, Assessment Data, Current Interests in recent development. Came back to first reading. Take out TA –not taught anymore-because of repeatability. Confusing the current way courses are listed by 1st and 2nd years.)

III. Discussion Items

Upcoming: SLO formatting – discussion with Rhonda Farley was postponed.
Lauren Wagner – RTVF Professor came to discuss the 2 Revisions to RTVF. Talked about an AA vs Certificate. Hasn’t heard that it’s confusing to students. Talks to students about options. The Department has a lot of
degrees and certificates for options. Certificates offers some flexibility. They want to phase out a couple of courses but will keep them as electives for place holders for now. The question about catalog rights came up. Lee Weathers-Miguel said that a student could go off any year but they can’t splice catalog rights with different years. It was asked how many students would be affected by the two courses being phased out. Phased out courses would need to be to the Curriculum Committee by February 17th to make the catalog. If the deadline isn’t met then the deleted courses would have to wait for the 17-18 Catalog.

IV. Subcommittee reports
   a. Distance Ed – none
   b. GE/Multicultural - none
   c. Requisite –none
   d. Tech Review – none
   e. Other – none

V. Adjournment – the meeting was adjourned at 4:40pm.