

**Pierce College Academic Senate  
Curriculum Committee  
SPECIAL MEETING**

May 29, 2020 – 10:00 am – 12:00 pm

~~College Services Building Conference Room~~

**This meeting will be virtual and can be accessed via computer, tablet or phone:**

ConferZoom Meeting URL: <https://laccd.zoom.us/j/91744708988>

Additional access options listed at the end of this document

**MINUTES**

**Members in attendance:** Ferhiz Brewer (Area 1); Teresa Dunham-Frost (A&R\*); Anthony Gabrielli (Area 2); Patricio Gallegos (Apprentice Area 1\*); Jenny Ghiglia (At-Large); Kristine Hall (Apprentice Area 1\*); Jodi Johnson (Area 1); Aron Kamajaya (Apprentice Area 2\*); Jill Lockard (Area 3); Michelle Meyer (At-Large); Shilo Nelson (Area 2); Farahnaz Nezhad (Area 4); Margarita Pillado (Chair); Mitchell Pumar (Area 3); Cristina Rodriguez (Articulation Officer); Chadwick Snow (Area 2); Adrian Soldatenko (Apprentice Area 3\*); Yoshiko Takase (AFT 1521); Darlene Thompson (Apprentice Area 4\*); Shant Varozian (Curriculum Specialist\*); Donna Mae Villanueva (Curriculum Dean\*); Eleanor Viz (Area 4); Ken Windrum (Area 1); Becky Yates (Area 4);  
(\* ) Nonvoting

**ASL Interpreter:** Ellin Sherman

**Guests:** Kathy Boddicker (Education); Patricia Doelitzsch (Child Development); Yeprem Davoodian (Communication); Michael Gend (Theater); Cara Gillis (Philosophy); Erin Hayes (Anthropology); Mon Khat (Dean AA)

**1. Call to Order** – The meeting was called to order at 10:02 am.

**2. Public Commentary** –

- Cara Gillis (Chair, Philosophy and Sociology) spoke in support of the changes in the Program Information language for the ADTs listed under item 10.f.: Philosophy AA-T, Social Justice Studies AA-T, and Sociology AA-T. Faculty have expressed concerns over the negative language that is included in the catalog description and the changes remove the negative language. By changing the catalog description, the faculty hope that the same negative language in the Program Mapper will be removed as well.

**3. Approval of the Agenda** – MSP unanimously by acclamation. (Meyer/Nelson)

**4. Approval of the Minutes from [May 15, 2020](#).** MSP unanimously by acclamation with one abstention (Brewer).

## 5. Approval of the Consent Calendar –

### a. New Courses

### b. Outline updates

### c. Archive Requests

### d. Changes to Programs / Catalog Changes – All program changes approved during 2019-2020 are effective fall 2020 for the 2020-2021 Catalog. Changes to an ADT degree are conditional on C-ID and State Chancellor’s Office approval.

### e. Advanced Course Requests

## 6. REPORTS

### a. Chair report

#### 1. eLumen update

Dan Keller informed the Curriculum Chairs, Deans, and CIOs that eLumen is still configuring the course fields and rules. Until that process is complete, we cannot migrate course data. And until that happens, we cannot validate the migrated data. The configuration is likely to be ready for migration by early July. Following this, training for validators will be available and validation can begin. Given the time required for validation, the system would then be ready for use in October, with all-user training overlapping the validation process and extending through the remainder of the fall semester and beyond.

- This means that any curriculum development in fall (changes to CORs and new course proposals) will be manually done, similarly to what is currently done with curriculum development for noncredit courses.

#### 2. Administrative COR updates

#### 3. Past CC actions

a. Emergency Blanket DE Addendum – The 109 courses that the CC approved as DE April 24, 2020 (see [CC Minutes](#)) were approved under the Emergency DE Blanket Addendum. Department chairs have been asked to identify which courses should be scheduled as DE for Emergency Remote Teaching only. Please see the clarification from Vice President Berger below:

- The Emergency DE Blanket Addendum is NOT something that was locally approved. The Emergency DE Blanket Addendum is something that only the Chief Instructional Officer can submit to the State Chancellor’s Office and consists of 5 parts:
  1. a questionnaire about the number of sections impacted, number of students impacted, and some other information
  2. a file describing the professional development provided to faculty to transition online
  3. a file describing the curriculum process and how many courses will come through the CC in fall each month it meets
  4. a file listing the courses impacted
  5. a file listing the programs that are now 50% or more online that were not previously approved on sub change
- The Curriculum Committee approved courses for DE. Those approved on 4/24 or in the future are not emergency DE classes. In fact, all of the addenda approved in April are real DE addenda and last long after the crisis is over.
- In the next emergency, classes without any DE addendum will not be able to be moved online. The state has no plans to provide this kind of relief in the future.

### b. Articulation Officer Report

#### 1. IGETC and CSU GE Decisions (effective fall 2020) ([attachment](#))

Cristina Rodriguez shared the document and explained the decisions. All departments have been notified.

Explanation for majority of denials: COR submitted per Department’s request even though told by AO that it did not meet the criteria or COR submitted by AO as a long shot.

**c. Curriculum Dean Report** – Dean Villanueva indicated there is no report.

**d. Curriculum Specialist Report** – Shant Varozian reported he has been working with Cristina Rodriguez to finalize the documents with the ADT changes that were approved May 15. The changes are to be submitted to the CCCCCO via COCI (the Curriculum Inventory) for final approval.

**e. Guided Pathways Coordinator Report** – No report.

**f. Changes in the CC Membership** –Vice President Berger is leaving Pierce College June 15. In the years that she has served as VP of Academic Affairs, she has also been an invaluable resource member to the Curriculum Committee, sharing with the committee her vast technical and statutory knowledge of all things curriculum. As faculty, she was the Curriculum Chair at LAVC and she was instrumental in the development of and faculty training for the LACCD Electronic Development System (ECD) database that issued a streamlined curriculum protocol for the LACCD. As CIO at Pierce College, she actively participated in the life of the CC and provided expert guidance and advice to the CC chair. The CC wishes to express deep gratitude for the invaluable contributions to the College and the Curriculum Committee and for the generosity with which she has shared her expertise and support throughout the years. We wish her the best as she begins her new position of Chief Instructional Officer at Compton College.

## 7. Discussion

### a. New Course Proposals

### b. New Program Proposals

1. TEACHER ASSISTANT PARAPROFESSIONAL Certificate of Achievement (12 units). PROGRAM TOP CODE: 0802.00 ([attachment](#))

- Yeprem Davoodian: The revised proposal addresses the concerns expressed at the previous meeting and section 6 now includes the information requested to clarify the distinct features of this program in relation with the existing certificate in the college. We consulted with the faculty and respective deans and we hope the moves forward.

### c. Course reinstatements

### d. Changes to Existing Programs /Catalog Changes

1. Changes in the PROGRAM INFORMATION language of some Associate Degrees for Transfer. Please refer to pp. 38-63 of the 2019-2020 General Catalog

PHILOSOPHY AA-T (p. 55) -"The Associate in Arts in Philosophy for Transfer Degree (AA-T in Philosophy) is intended for students who plan to transfer and complete a bachelor's degree in Philosophy at a CSU campus. Students completing the AA-T degree in Philosophy are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements."

SOCIAL JUSTICE STUDIES STUDIES AA-T (p.58-59)- "The Associate in Arts in Social Justice Studies for Transfer Degree (AA-T in Social Justice Studies) is intended for students who plan to transfer and complete a bachelor's degree in Social Justice Studies at a CSU campus. Students completing the AA-T degree in Social Justice Studies are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements."

SOCIOLOGY (p.60) - "The Associate in Arts in Sociology for Transfer Degree (AA-T in Sociology) is intended for students who plan to transfer and complete a Bachelor's degree in Sociology at a CSU campus. Students completing the AA-T degree in Sociology are

guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements.”

e. **Advanced Course Requests** – Under item 5 above: Approval of the Consent Calendar.

f. **Governance:**

1. Actions derived from discussion of proposals above.
2. Emergency Blanket DE Addendum – The spreadsheet with courses was shared. Out of the 109 courses,
3. 2019-2020 Curriculum Committee Self-Evaluation Draft 02. ([attachment](#))
  - The revised version contains an accurate count of scheduled meetings, the SMP goal alignment for “training in eLumen,” and a new goal: #6 “Support Guided Pathways initiatives.”
  - A comment was made in opposition of this goal: the CC should not overextend in the number of goals.
4. COR Addenda during ECD/eLumen “black-out” period.
  - This black-out period refers to the time between now and fall semester when neither ECD nor eLumen are available to create or edit CORs.
  - ECD is working in READ-ONLY mode: all CORs and addenda can be viewed, as well as CORs in draft versions. However, all the hyperlinks to create, edit, or reinstate a course have been removed.
  - A question was posed whether we could go back to CurriCUNET or ECD in case eLumen is not ready in October. That is not feasible, given that the data in ECD cannot be altered while it is migrating and there is no contract with CurriCUNET.
5. Curriculum Committee Meeting Calendar 2020-2021: September 18, October 16, November 20, December 4, February 19, March 19, April 16, May 21.
  - The proposed calendar complies with the number of meetings required by charter. The December meeting is off-schedule to avoid meeting during Finals Week).
  - There was a question about February 19 being a holiday (President’s Day). It was clarified that the holiday will occur the Friday before.
  - There was a question about September 18 (Rosh Hashannah). The holiday begins at sundown on Friday, so some members indicated they will be absent from the meeting in order to observe the holiday.

## **8. Action: Course Proposals or Changes**

a. **New Courses / Credit -**

b. **New Courses / Noncredit -**

c. **Course Reinstatements -**

d. **Course Outline Updates -**

e. **Course Archive Requests** – Refer to item 5.e. above: Approval of the Consent Calendar.

f. **Advanced Course Requests** – Refer to item 5.e. above: Approval of the Consent Calendar.

## **9. Action: Program Proposals**

a. **Program Proposals – Credit**

1. TEACHER ASSISTANT PARAPROFESSIONAL Certificate of Achievement (12 units). PROGRAM TOP CODE: 0802.00 ([attachment](#))
  - MSP by acclamation. (Ghiglia/Johnson) YES: 14; NO: 0; ABSTAIN: 1 (Viz).

- b. Program Proposals – Noncredit**
- c. Skills Certificate Proposals**
- d. Program Discontinuance**

**10. Action: Changes to Existing Programs / Catalog Changes** (Program changes are effective fall 2020. Changes to an ADT degree are conditional on C-ID and State Chancellor's Office approval): See 5.d. above: Approval of the Consent Calendar.

- a.** LAPC General Education Pattern 2020-2021:
- b.** GENERAL STUDIES: ARTS AND HUMANITIES:
- c.** General Studies: SOCIAL AND BEHAVIORAL SCIENCES
- d.** General Studies: SCIENCE, TECHNOLOGY, ENGINEERING, AND MATHEMATICS
- e.** General Studies: WOMEN STUDIES

- f.** Changes in the PROGRAM INFORMATION language of some Associate Degrees for Transfer. Please refer to pp. 38-63 of the 2019-2020 General Catalog.

- MSP unanimously by acclamation. (Johnson/Windrum)

PHILOSOPHY AA-T (p. 55) - "The Associate in Arts in Philosophy for Transfer Degree (AA-T in Philosophy) is intended for students who plan to transfer and complete a bachelor's degree in Philosophy at a CSU campus. Students completing the AA-T degree in Philosophy are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements."

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**11. Governance**

- a.** Actions derived from discussion of proposals under item 7 above.
- b.** Emergency Blanket DE Addendum ([attachment](#))
  - MSP unanimously by acclamation. (Meyer/Johnson)
- c.** 2019-2020 Curriculum Committee Self-Evaluation Draft 02. ([Link to approved document](#))
  - A motion to strike the last goal was made but the motion was not seconded.
  - MSP YES: 14; NO: 1 (Gabrielli); ABSTAIN: 0

- ~~d. COR Addenda during ECD/eLumen "black-out" period. Mute. Deferred for discussion in fall 2020.~~
  - e. Curriculum Committee Meeting Calendar 2020-2021: September 18, October 16, November 20, December 4, February 19, March 19, April 16, May 21.
    - Approved unanimously by acclamation with one abstention (Viz). (Meyer/Johnson)
- 12. Items from the floor / Future agenda items.** This is the last meeting of the year. Thank you all your hard work. We will reconvene in September. Have a great end of the semester and a wonderful summer break.
- 13. Adjourn** – The meeting adjourned at 11:06 am.

<http://pshare.piercecollege.edu/committees/senate/curriculum/layouts/15/start.aspx#/SitePages/Archive.aspx>

**Curriculum Committee Goals for 2019-2020**

2019-2020 Goal	SMP Alignment	Explanation of how the goal aligns with the SMP goal
1. Review local approval criteria for general education courses.	SMP Goal B.8	Regular review and evaluation of governance processes support the goal of meeting or exceeding accreditation Standards.
2. Review local curriculum approval processes and guidelines and revise as necessary.	SMP Goal B.8	Regular review and evaluation of governance processes support the goal of meeting or exceeding accreditation Standards.
3. Participate in the Guided Pathways: Map out and sequence the four General Studies Area of Emphasis AA degrees	SMP Goal A.1	Designing clear educational paths supports the goal of increasing student completion of degrees, certificates, and college transfer requirements.
4. Review the charter and revise as needed.	SMP Goal B.8	Regular review and evaluation of governance processes support the goal of meeting or exceeding accreditation Standards.

## **Additional Zoom meeting details:**

Phone one-tap: US: [+16699006833](tel:+16699006833).,[91744708988#](tel:+191744708988)  
or [+12532158782](tel:+12532158782).,[91744708988#](tel:+191744708988)

Meeting URL: <https://laccd.zoom.us/j/91744708988>  
Meeting ID: 917 4470 8988

## **Join by Telephone**

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or +1 301 715 8592

Meeting ID: 917 4470 8988