

## GROSSMONT COLLEGE CURRICULUM COMMITTEE

### Meeting Summary for Tuesday, April 13, 2021 via Zoom

Dr. Marshall Fulbright, Administrative Co-Chair

Dee Aceves, Faculty Co-Chair

<b>MEMBERS PRESENT:</b>	Dee Aceves, Krista Ames-Cook, Liz Barrow, Jeanette Calo, Martha Clavelle, Sebastien Cormier, Caylor Cuevas, Marion de Koning, Angela DiDomenico, Carl Fielden, Marshall Fulbright, Karen Hern, Felicia Kalker, Sharon Sampson, Alan Traylor, Tenille Venard
<b>MEMBERS ABSENT:</b>	Javier Ayala, Raymundo Quezada, Jason Stevens
<b>ADMINISTRATIVE SUPPORT:</b>	Bobbi Prilaman (absent)
<b>FACULTY GUESTS:</b>	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 2:05 pm.

### APPROVAL OF SUMMARY from April 6, 2021 meeting:

*Cormier/Calo* to approve meeting summary: 14 Yes, 0 No, 2 Abstentions

### CURRICULUM PROPOSAL REVIEW (CPR):

- ♦ **HIST 100, 101, 103, 105, 106, 108, 109, 113, 114, 115, 122, 123, 124, 126, 135, 136, 137, 148, 194:**  
Course Modifications
- ♦ **SPAN 120, 123:** Course Modifications
- ♦ **HUM 135:** Distance Education (follow-up review and discussion from previous meeting)
- ♦ **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. Where necessary, updates will be done on Course Outlines of Record (CORs) for the "outside of class hours".
  - HUM 135 review was for the Inclusive Design (Accessibility) section only based on a request from a committee member.  
Action Item: Language on DE form for HUM 135 in the Inclusive Design (Accessibility) section will be reviewed and revised. Marion will resubmit to committee before approval. Committee will continue to review this section for best practices.
  - Reminder from committee to make sure the course/catalog descriptions on the Course Modification Form and the updated Course Outline of Record (COR) match, especially for proposed revisions.

### OTHER:

- ♦ **Student Learning Outcomes (SLO) Updates** – Felicia Kalker
  - Exceptions to the process for making fixes to old processes to update the CORs on the intranet.  
*Motion from Kalker/de Koning to approve the COR exceptions as listed below. Approved.*
    - **BIO 110**
    - **CD 129**
    - **DANC 121**
    - **OTA 240, 241**
    - **SOC 140**

## **OTHER (continued):**

- ♦ **Tech Review item from April 12, 2021 meeting** – Dee Aceves
  - Continue a previous offering of **ES 299** for 2021-2022. Tech. Review requested and received an updated COR.

*Motion from Traylor/Sampson to approve ES 299 for 2021-2022. Approved.*

## **CHAIR REPORT:**

- ♦ **Forms Revision & Diversity, Equity, Inclusion (DEI)**
  - Dee shared that three (3) themes emerged from the recent forms survey:
    - Ask direct questions.
    - Provide checklists, especially for tasks to complete like CORs.
    - Incorporate DEI into the forms.
  - Committee reviewed an example from Las Positas for ideas on how to include DEI in curriculum forms. Discussion topics: consider a broad statement that may be more inclusive, include an open-ended option/question for DEI, and include a clear call to action for the form.
  - Other comments related to review of example from Las Positas: if listing groups, focus on groups we gather data about; consider incorporating DEI statement on/at each section for easy reference; who is determining what is “bias-free assessment”?; will marginalized communities be integrated instead of centered in the work? If so, what does that look like?
  - General consensus: Checklist format with open comments and room for describing/explaining
- ♦ **Curriculum Handbook Draft update – Review Charge/Mission Statement and Composition**
  - Dee shared the draft updates to the Charge/Mission Statement and Composition (Membership) for the Curriculum Handbook. Draft was partially edited/revised with the group during the meeting.
  - **Action Item:** Committee will review the revised Charge/Mission Statement and Composition (Membership) again at the meeting on April 20, 2021.
- ♦ **Other Items**
  - Academic Senate Fall Flex Week Applications due April 30, 2021. Curriculum proposal will be submitted. Call for volunteers from committee to (a) work on the proposal and (b) prep/plan the flex week workshop.
  - **Action Item:** Dee will send out a survey to the committee seeking volunteers.
  - Dave Dillon is joining us at the meeting on April 20<sup>th</sup> to share the draft DE Application updates.  
Question for Dave from the members: How to incorporate best practices for Inclusive Design into DE courses?
  - May 4<sup>th</sup> Curriculum Committee = Star Wars dress-up Day (“May the Fourth Be With You”) – If you have Star Wars attire, you’re encouraged to wear it for the meeting on May 4<sup>th</sup> (optional).

## **INFORMATION ITEMS:**

- ♦ **Reminders** – All curriculum approved in 2020FA and 2021SP is effective for the 2021-2022 Grossmont Catalog.

**Adjourned:** 3:32 PM  
**Next Meeting:** April 20, 2021  
**Place of Meeting:** Zoom  
**Summary Prepared By:** Krista Ames-Cook, Instructional Operations (IOPS) Interim Supervisor  
**Attachment/s:** None