



# Curriculum Committee Minutes

Via Zoom

Tuesday, September 21, 2021 at 3:30pm

**ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2022 UNLESS OTHERWISE NOTED.**

Called to order: 3:34 p.m.

## I. ROLL CALL (Quorum is 10 out of 18 voting members)

<b>VOTING MEMBERS</b>		
Faculty co-chair	<input checked="" type="checkbox"/> Peter Sezzi (PS)	
Faculty co-chair	<input checked="" type="checkbox"/> Maline Werness-Rude (MWR)	
Interim Articulation Officer	<input checked="" type="checkbox"/> Michael Bowen (MB)	
Technical Review Chair	<input checked="" type="checkbox"/> Michael Callahan (MC)	
Academic Senate President	<input checked="" type="checkbox"/> Dan Clark (DC)	
AFT Rep.	Vacant	
Career Education I Division	<input checked="" type="checkbox"/> Nicole Falco (NF)	<input type="checkbox"/> (Vacant)
Career Education II Division	<input checked="" type="checkbox"/> Dorothy Farias (DF)	<input checked="" type="checkbox"/> John Clark (JC)
College Outcome Group Representative	<input type="checkbox"/> Asher Sund (AS) / Aurora Meadows (AM)	
English & Math Division	<input type="checkbox"/> Peter Yi (PY)	<input checked="" type="checkbox"/> Amanda Martin (AM)
Health, KIN, ICA, Performing & Visual Arts Division	<input type="checkbox"/> Jeff Fischer (JF)	<input checked="" type="checkbox"/> Krenly Guzman Gonzalez (KGG)
Library, Languages, Behavioral & Social Sciences Division,	<input type="checkbox"/> Rubisela Gamboa (RG)	<input type="checkbox"/> (Vacant)
Librarian	<input checked="" type="checkbox"/> Kaela Casey (KC)	
Sciences Division	<input checked="" type="checkbox"/> Gabi Wood (GW)	<input type="checkbox"/> (Vacant)
Student Services Division	<input checked="" type="checkbox"/> Maria Reyes-Sanchez (MRS)	<input checked="" type="checkbox"/> Gema Espinoza Sanchez (GES)
<b>NON-VOTING MEMBERS</b>		
CIO co-chair	<input checked="" type="checkbox"/> Jennifer Kalfsbeek-Goetz	
ASVC Rep. (ASVC Director of Equity and Inclusion)	<input type="checkbox"/> (Vacant)	
Dean	<input checked="" type="checkbox"/> Bernard Gibson	<input type="checkbox"/> Dan Kumpf
Dean	<input type="checkbox"/> Lisa Putnam	<input type="checkbox"/> Felicia Dueñas
Dean	<input checked="" type="checkbox"/> Boglarka Kiss	<input type="checkbox"/> Phil Briggs
Dean	<input checked="" type="checkbox"/> Debbie Newcomb	<input type="checkbox"/> Leticia Canales
Dean	<input type="checkbox"/> Jesus Vega	
Academic Data Specialist	<input type="checkbox"/> Olivia Long	
Academic Data Specialist	<input checked="" type="checkbox"/> Kelly Denton	
Recorder/Curriculum Technician	<input checked="" type="checkbox"/> Sarah Ayala	
Distance Education Liaison	<input type="checkbox"/> Sharon Oxford	
Registrar	<input type="checkbox"/> Gaby Asamsama-Acuña	

Guests: Corey Wendt (COUN)

## II. ADOPTION OF THE PROPOSED AGENDA (Discussion/Action)

*P. Sezzi called for a motion to approve the agenda*

*Motion by: M. Bowen*

*Seconded by: A. Martin*

*Discussion: None*

*Final resolution: Agenda approved as presented*

*Yes: ALL M. Bowen, M. Callahan, K. Casey, D. Clark, J. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, K. Guzman Gonzalez, A. Martin, M. Reyes-Sanchez, G. Wood*

*No: None*

*Voting Tally:*

AS/AM	AM	DC	DF	GES	GW	JC	JF	KC	KGG	MB	MC	MRS	MWR	NF	PS	PY	RG
	yes	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes		yes			

## III. ANNUAL CURRICULUM COMMITTEE TRAINING (Discussion – PPT demo; 30 minutes) – P. Sezzi, M. Werness-Rude

*Training PowerPoint was presented by P. Sezzi. Note made to edit the deadline chart for accessibility.*

*Brown Act distance mediated meeting accommodations has been extended to 2024.*

*Credit for Prior Learning (CPL) workgroup formed across the district. Group will be looking at which courses will be eligible for CPL.*

*Suggestion for the training drop in sessions – a scenario on what is expected of a curriculum committee member- commenting in CIM, reviewing courses, etc.*

*For newer members – a list of acronyms with brief descriptions, any other helpful information would be great to have handy.*

## IV. INTRODUCTIONS, AND PUBLIC COMMENTS (Information)<sup>1</sup>

### A. Program Mapper Presentation (Discussion; time certain 4:30pm – 10 minutes) – C. Wendt

*Corey presented Program Mapper page and information to the group. Discussion and questions followed. Hope is that once this is active, for all departments to go through and look at their maps. Contact Corey with any suggestions or corrections.*

### B. Other Announcements

*None*

### C. Public Comments

*None*

<sup>1</sup> Five minutes is allotted to any member of the public who wishes to address the curriculum committee, with a maximum of twenty minutes per topic aggregated for all speakers, unless extended by vote of the committee. At the request of any speaker proposing to address a specific agenda item, the committee may also vote to permit that speaker's comments to be deferred until the meeting progresses to that topic.

## **V. APPROVAL OF MINUTES: (Discussion/Action)**

*P. Sezzi called for a motion to approve the minutes from the 9/7/21 Curriculum Committee meeting*

*Motion by: D. Clark*

*Seconded by: M. Bowen*

*Discussion: None*

*Final resolution: Minutes from the 9/7/21 Curriculum Committee meeting approved as presented*

*Yes: M. Bowen, M. Callahan, K. Casey, D. Clark, J. Clark, G. Espinoza-Sanchez, N. Falco,  
D. Farias, K. Guzman Gonzalez, A. Martin, M. Reyes-Sanchez, G. Wood*

*No: None*

*Voting Tally:*

AS/AM	AM	DC	DF	GES	GW	JC	JF	KC	KGG	MB	MC	MRS	MWR	NF	PS	PY	RG
	yes	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes		yes			

## **VI. OLD BUSINESS (Discussion/Action)**

**A. None**

## **VII. REQUISITES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**

**A. None**

## **VIII. DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**

**A. None**

## **IX. MINIMUM QUALIFICATIONS**

**A. None**

## **X. CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**

**A. None**

## **XI. SECOND READING COURSES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**

**A. None**

## **XII. SECOND READING PROGRAMS: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**

**A. None**

### **XIII. A. FIRST READING PROPOSALS:**

#### **A. COURSE PROPOSALS REQUIRING SECOND READING (Discussion/Action; see attachment)**

1. None

#### **B. COURSE PROPOSALS NOT REQUIRING SECOND READING (Discussion/Action; see attachment)**

1. None

#### **C. PROGRAMS: (Discussion/Action; see attachment)**

##### **1. Revised: AS-T Agriculture Business, AS-T Plant Science**

*\* programs presented for simultaneous First and Second Reading*

*P. Sezzi called for a motion to approve the First Reading program proposals for first and second reading*

*Motion by: N. Falco*

*Seconded by: M. Bowen*

*Discussion: None*

*Final resolution: Program proposals approved for first and second reading*

*Yes: M. Bowen, M. Callahan, K. Casey, D. Clark, J. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, K. Guzman Gonzalez, A. Martin, M. Reyes-Sanchez, G. Wood*

*No: None*

*Voting Tally:*

AS/AM	AM	DC	DF	GES	GW	JC	JF	KC	KGG	MB	MC	MRS	MWR	NF	PS	PY	RG
	yes	yes	yes	yes	yes	yes		yes	yes	yes	yes	yes		yes			

### **XIV. ADMINISTRATIVE CHANGES (Discussion/Action)**

**A. None**

### **XV. POLICY AND PROCESS (Information or Discussion/Action)**

#### **A. Curriculum Committee Goals for 2021-2022 (Discussion/Action; see attachment in share drive– 10 minutes) – P. Sezzi, M. Werness-Rude**

*Group looked at goals from last year to start discussion.*

*Suggestion for this year's goals – training the Curriculum Committee on how to be a member, what to do, etc.*

*Group agreed to keep Goal #3.*

*Goal #4 was met, but Curriculum hasn't made it through the entire process. Holdup is now with Departments. Suggestion to change the wording of #4 as the backlog is not in Technical Review anymore. Focus should change to help faculty get their curriculum through the Technical Review process.*

*Goal #4 – should be teased apart -separate behind the scenes items and front items. Goal of “buddy system”? After behind the scenes, what's next? How do we get faculty, Dept Chairs and Deans involved?*

*Suggestion for a goal – to produce a revised VC Curriculum Handbook. Including finer details of Tech Review, check list for program and course submissions both with items from the PCAH and peculiar of Ventura College.*

*Peter to look at notes, organize and we can bring this back for further discussion. No motion made or vote taken.*

**B. Review of Curriculum process: CCT Task Force Updates (Standing Item; Discussion – 15 minutes) - G. Wood, D. Farias**

*Item not discussed due to time. Postponed until next meeting.*

**C. Credit for Prior Learning**

- 1. AP 4235 (Discussion – 10 minutes) –J. Kalfsbeek-Goetz**
- 2. Proposal Review from Districtwide Credit for Prior Learning Committee (Discussion; see attachment from Board Docs – 10 minutes) – M. Bowen**

*Item not discussed due to time. Postponed until next meeting.*

**D. American Ethnic Studies Workgroup (Discussion/Action –5 minutes) – P. Sezzi, M. Werness-Rude, R. Gamboa, M. Bowe**

*Item not discussed due to time. Postponed until next meeting.*

**E. Continuing Discussion/Process and Procedures (Standing Item; Discussion/Action) – D. Farias**

- 1. Backlog of Programs (see attachment from Item XVII.C.1 – 10 minutes)**
- 2. Second Readings – 5 minutes**
- 3. Streamline Agenda Items (Reports – 10 minutes)**

*Item not discussed due to time. Postponed until next meeting.*

**F. Standing Item: Anti-racism in Curriculum (Discussion – 10 minutes) – J. Kalfsbeek-Goetz**

*Item not discussed due to time. Postponed until next meeting.*

**XVI. PHILOSOPHY AND GENERAL EDUCATION CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action)**

**A. None**

**XVII. REPORTS (Information)**

**A. Reports from Curriculum Institute – various attendees**

**B. Co-Chairs**

- 1. AB1111 (see attachment in share folder – 5 minutes) – P. Sezzi**

*This was approved by the Assembly and is saying there will be common course numbering by 2024. Governor has not yet signed the Bill, but it was unanimously passed in the Senate and Assembly. Could potentially affect what we do here at VC as this issue is system-wide. Please put this on your radar.*

**C. Technical Review Chair**

- 1. Program Status Spreadsheet (see attachment in share folder – 10 minutes)**

*Item not discussed due to time. Postponed until next meeting.*

**D. Articulation**

- 1. GE / UC TCA / IGETC Report (see attachment in share folder) – M. Bowen**
- 2. C- ID approvals (see attachment in share folder)– M. Bowen**

*Item not discussed due to time. Postponed until next meeting.*

**E. Board of Trustees/ DTRW-I (DCCI)**

**F. Subcommittees/Workgroups**

**G. New Curriculum Approvals at the State (CCCCO) – S. Ayala**

**XVIII. DISCUSSION/INFORMATION (Information or Discussion/Action)**

**A. None**

**XIX. GENERAL ANNOUNCEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS**

**Meeting adjourned: 5:02 p.m.**

**NEXT MEETING**

**Tuesday, October 5, 2021 - 3:30 PM**

**Location: via Zoom**

Written materials relating to a Curriculum Committee meeting item that are distributed to at least a majority of the Curriculum Committee members less than 72 hours before a noticed meeting and that are public record not otherwise exempt from disclosure will be available for inspection at Ventura College located at 4667 Telegraph Road, Ventura, CA 93003 or at the Curriculum Committee meeting.

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of:

Dr. Jennifer Kalfsbeek-Goetz, Vice President Academic Affairs  
Ventura College - 4667 Telegraph Road - Ventura, CA 93003  
(805) 289-6464