

HARTNELL COLLEGE
CURRICULUM COMMITTEE

Draft Minutes

4/1/2021, 2:00 PM, Virtual Meeting in Zoom

Link: <https://cccconfer.zoom.us/j/99405224747>

Meeting ID: 994 0522 4747

Members Present

Faculty: Kelly Locke, Chair; Gabriel King, Gabriela Lopez, Ivan Guerrero, Daniel Perez or Rhea Mendoza-Lewis, Mercedes del Real, Norma Cuevas, Hermelinda Rocha-Tabera, Joel Torres, Deborah Stephens, Seaneen Sullinger, Violeta Wenger, Ann Wright, Richard Chapman, Emily Gutierrez

Administrators: Joy Cowden, Sachiko Matsunaga, Mohammed Yahdi, Maria Ceja

O & A Specialist: Guy Hanna

Support Staff: Herbert Cortez, Ruby Garcia, Jess Green

I. Adopt Agenda

Agenda adopted, MSC

II. Approve Minutes 3.18.2021 meeting

Minutes amended to add "students whose primary language is Spanish" in the information about ESL 239.

Minutes approved as amended, MSC

III. Presentation and Discussion—Equitable Curriculum Guide Development

A) Course Description and Student Materials: Gaby, Mercedes, Joel, Norma
Presentation was provided and discussion included the rewriting of the description for a counseling course to be included in the upcoming proposed revision.

B) Course and Lab Content: Ann

Presentation was provided, including an overview of the Course Outline of Record, the place of Course and Lab Content in the COR as a whole, and the need for the COR elements to be integrated.

IV. Meta-majors

A) Action Item: Proposed adjustments to meta-major groups for 2021-22 Catalog and other publications

Revise metamajors document/graphic as proposed. Remove Exploratory metamajor, place General Studies and Liberal Studies degrees into the appropriate metamajors, change the name of the Business, Agriculture, and Industry metamajor to be in alphabetical order: Agriculture,

**Business, and Industry.
Approved, MSC**

In discussion there was the suggestion of changing the names of some of the GS and LA degree in future, if needed for clarity.

B) Discussion Item: Future process for changes in Meta-Majors Groups

1) Will we require one or two readings?

Two readings was proposed and seemed to be the consensus.

2) Timeline/Deadline for approval of Meta Major Changes

Must line up with catalog deadlines. December deadline should apply in the same way that the December deadline applies to courses and programs. This will allow for the changes to be made in time for HS seniors to see accurate maps for the following year catalog. We will need to develop criteria for approval of changes. Also any new program will be placed into the metamajors during the approval process.

C) Discussion Item: Future systematic degree review

1) review by Meta Majors, by degree type, other?

Committee discussed a review cycle by metamajor, and/or by type.

v. Checklist for new CTE Programs and Labor Market Analysis Considerations

Chair announced that these were available on the website. Can come back to a future meeting.

vi. Two Reading Program Items, Second Reading, Action—New Degrees and Certificates (See [degree review folder](#))

A) CSS

Certificates tabled due to lack of time, MSC

1) Certificate of Achievement – Technical Support

2) Certificate of Achievement – Cisco Certified Network Associate (CCNA)

3) Certificate of Achievement – Cybersecurity

vii. One Reading Items—Course Revisions (To be implemented Spring 2022 pending publication in the catalog or addendum)

A) ADJ

1) ADJ 36 Legal Research and Writing (3 units)

(a) DE Approval: **Approved, MSC**

(b) Course Approval: **Approved, MSC**

VIII. Modified DE Addenda

A) Modified DE Addenda for BIO 6L, BIO 27, BIO 1, BIO 11
DE Addenda tabled due to lack of time, MSC

IX. Announcements

Disciplines List Hearings on Proposals: [Digital Fabrication Technician](#), and [Film and Media Studies](#)

x. Adjournment (next meeting date, April 15, 2021)