CURRICULUM COMMITTEE  
Date: 15 November 2016  
8:30 AM – 10:00 AM

MINUTES

Members Present: Dolores Davison (chair), Randy Beach, Michael Bowen, Karen Daar, Michelle Sampat, Michael Wyly 
Members Absent: Dorothy Hendrix (excused), Bernard McFadden

Meeting called to order at 8:33am

I. Discussion items, with action as needed
   a. Curriculum Regionals Debrief:
      i. Suggestions for spring regionals:
         a. There may be a day-long noncredit summit. Spring regionals may also be held this year. March 31st and April 1st are tentative dates for the noncredit summit and/or spring regionals.
         b. The new PCAH was suggested as a focus for the spring regionals. The submission guidelines were sent to curriculum specialists for editing. The PCAH and submission guidelines should be released this December.
      ii. Possible plenary topics: CTE and Curriculum, Dual Enrollment, C-ID, Local Certification and Local Curriculum Approval Processes, and Zero Textbook Cost Degrees, were some suggestions. Let Dolores know if there are any other ideas.
   b. Curriculum Paper on Course Outlines of Record
      i. Timelines for submission for January Exec Agenda: Dolores will get a draft out by November 28th. A draft version will be sent to Exec by December 14th. Appendices will include model CORs for credit and noncredit courses.
      ii. Issue with charts and tables: These were updated.
   c. Curriculum Statewide Regional Workgroups on Effective Practices
      i. Participation: Curriculum Chairs, CIOs, Sector Navigators, and Deputy Sector Navigators
      ii. Plans going forward:
         a. Merritt College will be hosting a workshop in the north. LACCD will be meeting together as a district in the south. Other regional or multi-district workshops will be offered as well.
         b. Dolores and Virginia Guleff will do a train the trainer session. Trainers will then go out to colleges and provide support in regards to effective curriculum practices.
         c. These visits will take place over the course of the spring semester with a report out at the Curriculum Institute.
d. Curriculum Institute – 12-15 July 2017 in Riverside
   i. All members expected to attend and present: Registration and hotel if you are farther than 30 miles from the conference are covered. Members will facilitate and present at breakouts.
   ii. Anticipating 700 people in attendance this year
   iii. Will need to begin planning with first draft of agenda due in February
       1. Breakout topics: Dolores will be creating a matrix including recurring topics. We will likely need 9-10 breakouts per session
       2. General sessions: Chancellor’s Office Updates,
       3. Strands: Strands for administrators, curriculum chairs, and curriculum specialists
       4. Themes: Let Dolores know if you have any good ideas.

e. Meeting Schedule
   i. 6 December, 8:30 – 10am: Review COR paper. Discuss Spring Regionals.
   ii. 17 January, 8:30 – 10am: Plenary
   iii. 25 February, 10-3, Mt. SAC
   iv. 21 March, 8:30 – 10am
   v. 18 April, 8:30 – 10am
   vi. 6 May, 10-3, Los Angeles Valley

II. Announcements
a. Upcoming Events:
   i. Formerly Incarcerated Students regionals –18 and 19 November
   ii. Executive Committee Meeting – 30 November, Hilton Waterfront, Huntington Beach
   iii. Contextualized Learning Regionals – 2 and 3 December, Skyline and Palomar
b. Other announcements?

III. Meeting adjourned 9:22am