

**PASADENA CITY COLLEGE  
CURRICULUM AND INSTRUCTION COMMITTEE  
MINUTES OF MEETING  
THURSDAY, SEPTEMBER 15, 2016**

**CALLED TO ORDER:** 1:33 p.m.

**CO-CHAIRPERSONS:** Janis Dwyer  
Alicia Vargas

The following Curriculum and Instruction Committee members were present:

**FACULTY CHAIRPERSONS**

Janis Dwyer  
Alicia Vargas

**INSTRUCTIONAL UNITS**

Jeff Hupp, Counseling and Career Services  
Ruoyi Wu, English  
Walter Butler, Library Services  
Wendy Lucko, Engineering & Technology  
Tamara Knott-Silva, Kinesiology, Health & Athletics  
Sharon Bober, Mathematics  
Kerin Huber, Natural Science  
Mariella Baldo, Noncredit  
Brad Steed, Performing & Communication Arts  
Charlotte Williams, Social Science  
Michael Cranfill, Visual Arts and Media Studies

**DIVISION DEANS**

Barbara Freund, Natural Science  
James Arnwine, Fine Arts

**MEMBERS EX-OFFICIO**

Terry Giugni, VP/Asst. Superintendent, Instruction  
Armando Duran, Dean, Counseling/Student Success Services  
Homa Nelson, Classified Senate  
Katie Datko, Distance Education

**RESOURCE EXPERTS**

None

**VISITORS**

Kathy Scott  
Susan Roig  
Dyan Miller  
Desiree Zuniga

*In accordance with the Ralph M. Brown Act and SB 751, the minutes of the Curriculum and Instruction Committee of Pasadena City College record the votes of all committee members as follows: (1) Members not present are presumed not to have voted; (2) the names of members of minority or abstaining votes are recorded; (3) all other members are presumed to have voted in the majority.*

Joseph Futtner  
Melissa Anderson  
Krista Goguen

## **I. WELCOME**

Self-introductions were made.

## **II. PUBLIC COMMENT**

None.

## **III. APPROVAL OF MINUTES**

Meeting Minutes for September 8, 2016

**ON MOTION** by Ruoyi Wu and seconded by Tamara Knott-Silva, the committee voted unanimously to approve as amended the minutes of meeting 2.

## **IV. COMMITTEE DISCUSSION**

AP 4020 is moving through the approval process.

Melissa Anderson gave an overview of writing SLOs, SPOs, and CCOs. Please note: eLumen and WebCMS don't talk to each other. SLOs must be entered separately into eLumen.

Wendy Lucko gave a presentation of the upcoming proposals from the Engineering and Technology division.

Katie Datko gave a presentation on Distance Education and Form D.

A subcommittee to investigate catalog software is being formed. If you want to volunteer, please let Alicia or Janis know. Alicia will chair the committee.

## **IV. ANNOUNCEMENTS**

The September 22 meeting of C&I is cancelled due to the co-chairs being at an off-campus conference.

## **V. ADJOURNMENT**

**ON MOTION** by Katie Datko and seconded by Armando Duran, the meeting adjourned at 3:34 p.m.