PASADENA CITY COLLEGE
CURRICULUM AND INSTRUCTION COMMITTEE
MINUTES OF MEETING
THURSDAY, MARCH 2, 2017

CALLED TO ORDER:  1:29 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
John Tyberg, English
Karyn Skiathitis, Health Sciences
Tammy Knott-Silva, Kinesiology, Health and Athletics
Walter Butler, Library Services
Lindsey Ruiz, Languages
Kerin Huber, Natural Science
Mariella Baldo, Noncredit
Sharon Bober, Mathematics
Brad Steed, Performing and Communication Arts
Paul Price, Social Sciences
Michael Cranfill, Visual Arts and Media Studies

DIVISION DEANS
Rocky Cifone, Career and Technical Education
Carrie Starbird, Natural Science
Natalie Russell, Humanities
James Arnwine, Fine Arts

STUDENTS
Julie Ngov, ASB Vice President for Student Services

MEMBERS EX-OFFICIO
Terry Giugni, VP/Asst. Superintendent, Instruction
Homa Nelson, Classified Senate
Edward Martinez, Articulation Officer
Katie Datko, Distance Education

VISITORS
Kathy Scott
Liliana Martinez-Kaufman
Joseph Futtner
Susan Bricker
Melissa Anderson

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.
I. WELCOME

Self-introductions were made.

II. PUBLIC COMMENT

Sharon Bober announced she got married over the Christmas break. Much congratulations.

III. APPROVAL OF MINUTES

Meeting Minutes for December 8, 2016.

ON MOTION by Karyn Skiathitis and seconded by Tammy Knott-Silva, the committee voted unanimously to approve the minutes of meeting 13.

IV. COMMITTEE DISCUSSION

The latest from the Chancellor’s Office (subject to final approval) is that ADTs that have courses submitted for C-ID approval can still be submitted to the Chancellor’s Office.

Janis and Alicia went over the new process for PCC curriculum approval. Proposals need to be level 2 by March 30 and level 8 by May 4 to be considered for a possible effective date of Winter 2018. Proposals that miss these deadlines will still be considered by the committee, but the earliest effective date will be Summer 2018.

Courses being considered for IGETC and CSU-Breadth should not be offered before the courses have been approved in Assist.org.

We want to get the committee more involved, so small groups of committee members will be formed to review proposals during technical review.

OER courses will have some kind of indication in the schedule. OER supporting materials will be entered in the other materials section of Textbooks in Webcms.

V. ANNOUNCEMENTS

There will be no meeting March 9 due to Flex Day.

VI. ADJOURNMENT

ON MOTION by Katie Datko and seconded by Michael Cranfill, the meeting adjourned at 3:35 p.m.