Curriculum Meeting – February 24\textsuperscript{th}, 2015

\textbf{In attendance}: Kathleen French (chair), Patti Chong, Vanessa Cole, Sam Craddock, Janine Oshiro, and Christian Palmer. \textbf{Guests}: Michael McIntosh, Kevin Morimatsu

Late: Mariko Kershaw, Ryan Koo (didn’t vote in minutes)

\textbf{Call to Order}: Kathleen French called the meeting to order at 1:05 p.m.

\textbf{Business}:

1. Approval of February 10, 2015 Minutes
Motioned by Patti Chong, seconded by Christian – Unanimously passed (6)

\textbf{Considered together}: ICS 50, ICS 115, ICS 120, ICS 140 – per Vanessa: Cleaning house - these courses haven’t been offered for a long time. Other courses have been created in their places to count towards graduation. None of these courses are pre-requisites for other courses. Motioned by Janine Oshiro, seconded by Mariko Kershaw - Unanimously passed (8)

2. Course Deactivate: ICS 50, Basic Computer Skills

3. Course Deactivate: ICS 115, Advanced Computing Applications

4. Course Deactivate: ICS 120, Spreadsheet Fundamentals

5. Course Deactivate: ICS 140, Elementary Operating Systems

\textbf{Discussion} - per Vanessa: Cleaning house - these courses haven’t for a long time. Other courses have been created in their places to count towards graduation. None of these courses are pre-requisites for other courses.

Motioned to approve all course proposals by Janine Oshiro, seconded by Mariko Kershaw - Unanimously passed (8)

6. Curriculum Policy Draft
https://docs.google.com/document/d/1HP5Hd42444Z6do2lrZltJfQB2Axshga75uj7QalSyM/edit#

\textbf{Discussion} – Patti had modifications: currently we don’t have a representative from Vice Chancellor of Academic Affairs. Decision: leave this for now, change later if needed.
Consider adding a date to the course modification page (activate, deactivate, archive) to keep track of when changes were done. Michael McIntosh could add the words (under General Information): Date (semester, year), and notes or special changes

Terms:

Archive vs. deactivate – decided that “archive” will be edited to make it clear that this is not an action, but documenting previous drafts of the course.

Concurrent – similar definition as co-requisite

II. Credit and Contact Hours – added the term “studio” Kevin will find the exact meaning of studio

III. Added emphasis to the “Grade of __ or better”

IV. Changed Associate in Arts to include all Associate degrees on campus. Clarify if repeatability is applying to Core or will be counted as Electives.

Step 1: Creating the Proposal – is there a way to attach a syllabus to the online form? Edit form to say it will be sent to Curriculum Chair to be posted.

 Approval of Curriculum Policy - motioned by Vanessa Cole, seconded by Ryan Koo – Unanimously passed (6)

Meeting minutes recorded by Sam Craddock.