

**Curriculum Advisory Committee
Meeting Minutes**

DATE: September 29, 2021 LOCATION: Virtual Meeting Via Zoom @ 3:00 pm - 5:00 pm Attendees:			
	Richard Abend, ESL → Voting Member	✓	Vanessa Lord, Life Science → voting member
	Diane Boynton, Dean of Instruction -- Liberal Arts	✓	Laura Loop, Nursing → voting member
	Judy Cutting, Dean of Instruction -- CTE	✓	Gamble Madsen, Chair/Creative Arts → voting member
✓	Bill Easton, Library → voting member	✓	Erin O'Hare, Kinesiology, → voting member
✓	Keith Eubanks, Humanities → voting member	✓	Beth Penney, Basic Skills/Humanities → voting member
✓	He Seon Ihn, Articulation Officer → voting member	✓	David Seagal, Business & Technology → voting member
✓	Lynn Iwamoto, Physical Sciences → voting member		Vincent van Joolen, Dean of Instruction --- Stem
✓	LaRon Johnson, Counselling/Student Services → voting member	✓	Rachel Whitworth, Social Sciences → voting member
✓	Kim Kingswold, Curriculum/Catalog Technician	✓	Erik McDonald, Academic Affairs Coordinator
✓	Jon Knolle, VP of Academic Affairs		Student Representative (Vacant
	Guests		
		✓	Carrie Ballard
		✓	Jon Knolle

Agenda Item	Action
Call to Order	3:05 pm
Announcements	
MPC Area E2 review (Spring 2021) showed that half of the courses previously approved no longer fit the revised language. He Seon Ihn emailed all Division chairs regarding this in July so it could be addressed. Gamble will send follow up emails this week.	

Approval of September 29, 2021 Agenda	Motion to recommend: Beth Seconded: Laura CAC Committee Voted: Aye
Approval of September 22, 2021 Minutes	Motion to recommend: Keith Seconded: Beth CAC Committee Voted: Aye
Consent Agenda (effective Fall 2021)	
None	
Action Agenda	
Resolution: Continuing Curriculum Advisory Committee's authority to hold virtual meetings pursuant to AB 361	Motion to recommend: Beth Seconded: David CAC Committee Voted: Aye

Discussion Agenda	
<p>Laura asked about the necessity of classes with no changes to be submitted for examination by the committee in response to Program Review. Jon Knolle confirmed that all courses need to be reviewed every six years and encouraged everyone to keep their courses up to date (though the Nursing courses had been reviewed in 2019). Jon also noted that going forward, faculty will receive a notification through CourseLeaf that their proposal(s) will be subject to tech review.</p>	

Next meeting on October 6th