I. Call to Order
Cathy Crane, Chair, called the meeting to order.

II. Roll Call
Members Present: Patricia Alexander, Kim Anderson, Phyllis Arias, Linda Bell, Don Berz, Cathy Crane, Paul Creason, Jim Cunningham, Donna Fletcher, Julie Frumkin, Samira Habash, Brenda Harrell, Kim Hatch, Kenna Hillman, Lisa Isbell Hager—LBUSD Liaison, Gerry Jenkins, Sheree King, Jannie MacKay, Maureen Mason, Ross Miyashiro, Susan Radloff, Trevor Rodriguez, Winford Sartin, Paul Savoie, Gary Scott, Sigrid Sexton, Wil Shaw, Matt Turlo, Steven Wallech, Laura Wan, Ingrid Wollank

Guests: Eva Bagg, Natalia Schroeder

Members Excused: Gene Carbonaro, Vincent Riojas, Dan Ripley, Debra Schaefer

Members Absent: Kristin Beeler, Byron Brelan, Lou Anne Bynum, Dena Laney, Frank Madrigal, Ruben Page, George Shaw, DeWayne Sheaffer, Meena Singhal, Leticia Suarez, Tom To, Bobbi Villalobos

III. Approval of Agenda
The agenda was approved with the revision of IX. New Business A. from: First Reading—Course Evaluation Subcommittee Motion to Inactivate Courses to: Motion to Inactivate Course.

IV. Approval of Minutes
The minutes of November 19, 2008 were approved.

V. Public/Faculty Comment
No comment.

VI. Reports

A. Curriculum Committee Chair – Cathy Crane
Currently, 287 of the 288 routine review course outlines have met the November 30 deadline. The due date to complete the entire process is April 30, 2009.

B. Executive Vice President of Academic Affairs – Donald Berz
A strategy to combat budget cuts this summer is to implement a 10/40 work schedule which would yield over $200,000 in savings. Don Berz will discuss
this at the department head meeting. Administration does not advocate cutting programs or staff and encouraged the college community to submit cost saving ideas to representatives on the Budget Advisory Committee.

C. Academic Senate President – Sigrid Sexton
   1. Program Discontinuance
      Currently, cabinet making and machine tool are in the process of program discontinuance. Faculty participated in the process and decisions were made collaboratively. The senate is raising awareness to ensure faculty are involved at the beginning of the process.

   2. Academic Freedom Regulations
      Administrative Regulations on Academic Freedom will be reviewed and possibly updated.

   3. Reorganization
      The Academic Senate is working on a document to communicate faculty concerns to administration regarding reorganization at the college.

D. Long Beach Unified School District Representative – Lisa Isbell Hager
   No report.

E. Academic Policy and Standards Subcommittee – Dan Ripley
   No report.

F. Assessment of Student Learning Outcomes Subcommittee – Patricia Alexander
   Student learning outcomes are being reorganized to the institutional level. Results from the critical thinking assessment tool indicated that students with forty-five or more units are improving.

G. Associate Degree/General Education Subcommittee – Debra Schaefer
   No report.

H. Course Evaluation Subcommittee - Kim Anderson
   The LBCC Curriculum Documents Validation was distributed, stating five criteria established by the System’s Office to review and approve new courses: mission, need, quality, feasibility, and compliance. Requirements are established through various curriculum documents. The Course Evaluation Subcommittee requested the chair to distribute this document to all faculty.

I. Program Review Subcommittee – Wil Shaw
   The task force has completed its work on the pilot program combining Program Review and Program Planning; however, the document has not been written. The task force directed the Program Review Subcommittee to revise the current questions and to schedule program reviews from the six-year cycle for this year. It is expected that the pilot program will be implemented next year.
J. Ad Hoc Subcommittee Reports

No reports.

VII. Consent Agenda – Course Evaluation Subcommittee

A motion was m/s/u (Kim Anderson / Steven Wallech) passed to approve the Consent Agenda.

Don Berz reported that the Board of Trustees inquired why new courses were submitted with the current funding cuts. It was noted that the process to create a new course begins approximately one year before it is submitted and that not all courses are offered each year. It was suggested that a query be conducted for courses that have not been offered in three years.

VIII. Old Business

A. Second Reading - ASLO Subcommittee

Description of Communication Core Competency

The following motion was submitted for second reading: The word “listen” should be removed from the description of the Communication core competency. Only one elective course in listening is taught at LBCC. Therefore, this skill is not emphasized enough in our curriculum to be considered a core competency.

However, after a lengthy discussion with opposing viewpoints the motion was withdrawn and the following motion was m/s (Phyllis Arias / Maureen Mason) passed: The Curriculum Committee will postpone the motion to modify the communication core competency until the Curriculum Committee meeting of March 2009, with the intent of returning to the committee with additional information.

IX. New Business

A. Motion to Inactivate Course

A motion was m/s/u (Kim Anderson / Linda Bell) passed that the Curriculum Committee inactivate the following course as it did not meet the November 30, 2008 submission deadline established by the Routine Course Review procedure for 2008-09: MACHT 450 Advanced Graphics Programming.

B. First Reading – ASLO Subcommittee

Motion on GE Program

A motion, Conversion of Institutional Core Competencies to General Education Program Student Learning Outcomes, was m/s/u (Patricia Alexander / Paul Savoie) passed for first reading: Seven of the eight institutional core competencies: Critical Thinking, Communication, Aesthetics, Civic Engagement, Creative Thinking, Information Technology and Computer Literacy, and Wellness should be converted into General Education program outcomes. The remaining institutional core competency, Goal Attainment: The ability to achieve one’s personal, educational, and career goals will be renamed as an Institutional Student Learning Outcome (ISLO). Furthermore, this ISLO is to be reworded to say: “Students will achieve their educational, career, and/or personal goals,” because we don’t actually want to measure students’ “ability” to achieve their goals, we want to measure whether they do achieve them.
**Motion on Institutional SLO Diverse College**
The following motion was m/s (Patricia Alexander / Gary Scott) submitted for first reading: A second ISLO be adopted, stating that *Students will engage in respectful interaction within a diverse college community*; however, it was defeated.

The Curriculum Committee recommended that the ASLO Subcommittee consider amending the motion to read: *Students will improve their understanding of inter-cultural values, beliefs, and/or behaviors.*

**Motion to Subsume Competencies under Communication**
This motion was not submitted due to lack of a quorum.

**C. Motion – ASLO Subcommittee – To Amend Aesthetic Core competency**
This motion was not submitted due to lack of a quorum.

**X. Announcements**
No announcements.

**XI. Next Meeting**
The next meeting is scheduled for February 18, 2009 at 2:00 p.m. in the Board Room.

**XII. Adjournment**
The meeting was adjourned at 3:55 p.m.