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

II. Roll Call
Members Present: Kim Anderson, Linda Bell, Donald Berz, Gene Carbonaro, Cathy Crane, Jim Cunningham, Julie Frumkin, Samira Habash, Brenda Harrell, Kenna Hillman, Sheree King, Kaneesha Miller, Ross Miyashiro, Kent Morris, Ruben Page, Dan Ripley, Trevor Rodriguez, Winford Sartin, Paul Savoie, Debra Schaefer, Gary Scott, Pamela Seki, Wil Shaw, Matt Turlo, Steven Wallech, Laura Wan

Guests: Irene Arrigo, John Fylpaa, Dena Laney

Members Absent: Phyllis Arias, Laurel Breece, Byron Breland, Lou Anne Bynum, Paul Creason, Donna Fletcher, Gerry Jenkins, Jannie MacKay, Maureen Mason, Jose Ramon Nunez, Susan Radloff, DeWayne Sheaffer, Meena Singhal, Ingrid Wollank

III. Approval of Agenda
The agenda was approved with the addition of B. Motion - Publication of Liberal Studies Curriculum Guide in IX. New Business.

IV. Approval of Minutes
The minutes of September 16, 2009 were approved.

V. Public/Faculty Comment
No comment.

VI. Reports
A. Curriculum Committee Chair – Cathy Crane
   1. Routine Course Review
      The intent of this year’s routine course review is to finalize updating Routine Course Review Outlines on the website to adhere to the college’s local standards. Currently, there are 162 outlines that need to be submitted to a Peer Reviewer by November 30, 2009. Tom To and Laurel Breece are in training to become a Peer Reviewer.

   2. Accreditation
      The Accreditation report is due tomorrow. The Accreditation Team site visit is scheduled for November 10.
3. **Administrative Regulations 4005**
   The Academic Senate Executive Committee discussed the Curriculum Committee’s request to reconvene the original taskforce created to revise *Administrative Regulations 4005 Curriculum and Instruction*, and requested that the original members by position remain in place on the task force. Subcommittee chairs may request to sit on the task force.

**B. Executive Vice President of Academic Affairs – Donald Berz**
A six-week summer session is planned at a 50% reduction from last summer. The Office of Institutional Effectiveness conducted a study on FTES, which will be utilized to study the impact of the reduced summer session.

**C. Academic Senate Representative – Kevin Ryan**
No report.

**D. Assessment of Student Learning Outcomes – Kim Anderson**

1. **Permanent Office**
   The Assessment of Student Learning Outcomes’ permanent office is located in the Library basement, Room L10. The phone extension is 4454.

2. **Instructional Program Learning Outcomes**
   The entire scope of the college's curriculum will be covered by outcomes. An Instructional Program Learning Outcomes narrative and chart, and SLOs and the Syllabus were distributed. Course-level SLO options available to faculty include: publish SLO on the syllabus; provide each student with an addendum to the syllabus with the SLO published on the addendum; or publish the SLO on the department and/or school webpage and provide a link to the webpage on the syllabus.

3. **General Education Learning Outcomes**
   The joint ASLO—AD/GE Subcommittee Workgroup is correlating information on General Education Plan A with general education student learning outcomes. The *General Education and Learning Outcomes for LBCC* with an appendix was distributed.

**E. Long Beach Unified School District Representative – Pamela Seki**
LBUSD will receive a ConnectEd grant, sponsored by the Irvine Foundation, which will tie in with LBCC. More information will be presented at the next meeting.

**VII. Subcommittee Reports**

A. **Academic Policy and Standards Subcommittee – Dan Ripley**
The AP&S Subcommittee decided to change “shall” to “may” drop a student who is absent in excess of 20% of the total class hours in *Administrative Regulations 4020 Attendance*. Although, some opposition was voiced in the past, this change would bring the college in compliance with the Chancellor’s Office. After discussion a straw vote was taken at the Curriculum Committee resulting in support of the revision.

B. **Associate Degree/General Education Subcommittee – Debra Schaefer**
The joint ASLO—AD/GE Workgroup is correlating information on the General Education Plan A with general education student learning outcomes; and aligning the GE Handbook, the first paragraph of the Philosophy of GE Statement, and the statement in the catalog. All courses will now be approved.
based on student learning outcomes at the course, program, and institutional levels. The updated Philosophy of General Education was distributed to the Curriculum Committee.

C. Course Evaluation Subcommittee - Kim Anderson
A spreadsheet, Courses Due for Review 2009-2010, and the Description of Subject Titles was distributed. It was requested that faculty from the department attend the Course Evaluation Subcommittee meeting when submitting courses for the consent agenda.

D. Program Review Subcommittee – Wil Shaw
The Program Plan/Program Review Subcommittee will meet tomorrow to discuss a timeline for the Program Review Validation Response Teams to complete a validation response. The purpose of the validation is to confirm the satisfactory completion of the document and to offer recommendations and guidance to the department. The validation response will be submitted to the department for consideration. Each department head will sit on two teams and each dean will sit on five to six teams.

The steering committee will present Defining and Clarifying Program Goals, Strategies and Resource Requests to the subcommittee for discussion.

E. Ad Hoc Subcommittee Reports
No reports.

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

IX. New Business
A. Motion - Physical Fitness/Wellness Courses Applications
Courses recommended by the AD/GE Subcommittee for the Physical Fitness/Wellness area of GE Plan A will be submitted to the Curriculum Committee at the next meeting in the form of a consent agenda.

B. Motion - Publication of Liberal Studies Curriculum Guide
The state mandated that the updated Liberal Studies Degree be in place by fall 2009. The old version, Liberal Arts Degree, was submitted to the Chancellor’s Office in error, and then the correct version was submitted and approved. Currently, the Liberal Studies Degree Curriculum Guide is not posted on the website.

The following motion was m/s/u (Paul Savoie/Steven Wallech) passed: In order to bring the college into compliance with applicable laws, the Liberal Studies Curriculum Guide will be published on the Long Beach City College website immediately.

X. Informational Items
A. Revised Administrative Regulations 5001 Concurrent High School
Irene Arrigo reported that Administrative Regulations 5001 Admission and Registration of Students Under 18 Years of Age-Non-High School Graduates was revised to be in compliance with Title 5, and to make the process more accessible for students to participate in the program. The floor was opened for discussion. It was expected that the approval process would be completed in
time for the revisions to be implemented beginning summer semester 2010. It was noted that home-schooled students would be eligible for the program.

XI. **Announcements**
No announcements.

XII. **Next Meeting**
The next meeting is scheduled for November 18, 2009 at 2:00 p.m. in Conference Room 210 located in Building O.

XIII. **Adjournment**
The meeting was adjourned at 3:15 p.m.