

**LPC Mission Statement**

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

Members:**Faculty/Voting**

Angela Amaya (SLPC)
Barbara Zingg (STEM)
Elizabeth Owens (STEM)
Craig Kutil, Chair (STEM)
Jill Oliveira (SS)
Michael Sato (A&H)
Elizabeth Wing Brooks (A&H)
Marsha Vernoga (BHAWK)
Lucas Hasten (SLPC) - Absent
Akihiko Hirose (SLPC)
Erick Bell (BHAWK)
Jessica Owyong (SS) - Absent

Non-voting/Ex. Off. Members

John Armstrong- Absent
David Johnson- Absent
Don Carlson
Stuart McElderry
Nan Ho
Amir Law
Andrea Migliaccio
Elizabeth David- Absent
Tamica Ward- Absent
Madeline Wiest

Guests:

Andrew Patterson
Christina Lee

Approved Minutes

1. Call to Order at 2:34pm Craig Kutil, Chair
2. Review and Approval of Agenda Craig Kutil

MSC: Owens/Bell/Approved

3. **Public Comments:** Christina Lee welcomed DE instructors to participate in the OEI Course Design Academy upcoming free webinars.

(This time is reserved for members of the public to address the Curriculum Committee. Please limit comments to three minutes. In accordance with the Brown Act, the Curriculum Committee cannot act on these items.)

4. First Reading of Curriculum Proposals/ Presentation:

- **Corrections:**

- **Fitness Trainer/ Instructor Certificate of Achievement Course Sequence:** Presented by Craig Kutil: This certificate was approved by the board last semester. The advisory board requested that some of the programs activity courses that were not correlated with becoming a trainer be removed. The committee did not have any concerns. This will move forward for voting.

5. Discussion Items

- **GE Patterns**

Craig Kutil

On our local GE pattern, it appears as if our "Language and Rationality/ English Composition", "Writing and Critical Thinking" and "Mathematics Proficiency" are separate sections rather than "Language and Rationality" being the overarching area with "English Composition" and "Writing and Critical Thinking" and "Mathematics Proficiency" as sub-areas. These areas of GE are Title V regulated. Jill Oliveira will bring this to the next counseling meeting for feedback regarding student and counseling impact.

- **AP Chart**

Craig Kutil

The current AP chart is a little confusing, as it lists several tests that have not been offered in quite some time. In discussion with Elizabeth David, Dean of Student Services, Craig Kutil has cleaned up the current chart formatting and proposed that instead there be two AP charts one of current AP exams and the other of historical AP exams. There is currently a required exam missing on the chart that will need to be added. Though not required, we can discuss adding the AP Research course to our chart. A link will be sent out to the committee to review the AP Research course to see if it is of interest.

- **Noncredit Course Identifiers**

Craig Kutil

Noncredit is basically set up for CNET, Governet only needs to make a couple of noncredit program changes. Faculty can now start submitting into CNET noncredit courses. However, we do need to make a decision about noncredit course identifiers. Currently the catalog only states that noncredit courses numbers are in the 200's. It was discussed that from an A&R and staffing standpoint it would be easier for each department

with noncredit would have its own course identifier for their noncredit course. The committee debated how noncredit should be organized in the catalog that would be most effective for students (next to the credit courses or in a separate section at the back of the catalog.) The committee will report to their divisions and bring back feedback to the committee. Initially the committee is leaning toward creating new course descriptors for noncredit and keeping the course numbering in the 200's.

6. Reports

- **Vice President's Report**- None

David Johnson

- **Chair's Report**

Craig Kutil

Craig Kutil explained that there are a number of degrees to update this semester, due to course deactivations (programs can only be completed with course substitutions), course numbering changes, unit totals incorrect and missing program descriptions. He stated that he would be on campus from 9-5 every day, so he will have more time to meet with faculty to update curriculum. As UC's will never do AD-T's, Craig suggested we create Certificates of Achievement based on the twenty-one UC Pathways. UC's currently want to increase enrollment based on students who have completed these pathways along with GPA. He will do research on what pathways are already articulated and put together the certificates.

- **Articulation Officer's Report**

Craig Kutil

Craig Kutil stated that he would be completing a report required for the Chancellor's Office regarding the how articulation is going on our campus. In the middle of September, he will attend new Articulation Officer training. He is currently updating the Articulation website.

7. Good of the Order

8. Adjournment at 3:40

9. Next Regular Meeting (September 17th, 2018)