



COMMITTEE ON CURRICULUM & INSTRUCTION

Minutes – December 3, 2021, 10:00 am – 12:00 pm

Confer ZOOM

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order (1 minute)

The meeting was called to order at 10:03 am by chairperson E. Vasquez

II. Roll Call (1 minute)

Members Present – Eduardo Vasquez, Jaime Rodriguez, Kyri Freeman, Jennafer Worland, Lilia Franco, Apineru Lealofi, Rodolfo Duque, Bret Sage, Elsa Greenlee (joined at 10:07 am)

Members Absent – Andrew Rehfeld

Guests – Jessica Tainatongo, Karen Morales, Heather Brang, Penny Shreve, Tanesha Young, Jennifer Rodden

III. Approval of Agenda (1 minute)

A motion was made and then seconded to approve the agenda. 1st – J. Rodriguez / 2nd – J. Worland (8, 0, 0)

IV. Approval of Minutes

A motion was made and then seconded to approve the minutes from the 10/22/2021 meeting. 1st – J. Rodriguez / 2nd – L. Franco (9, 0, 0)

V. Opportunities to Address the Committee (2 minutes each)

None.

VI. Reports (2 minutes each)

a. Curriculum Committee Chair – Eduardo Vasquez

E. Vasquez thanked everyone for their work on the curriculum committee and valuable input. As you know, we work within a system that is part of an even larger system. From the Curriculum Specialists to Faculty to Administrators, everyone has an important position that needs to be communicated to the group. We cannot work independently from one another and have to be constantly communicating and supporting one another.

E. Vasquez continued that one of the goals for next semester is to request a visit from the ASCCC Open Education Resources Initiative Team. This will be beneficial for the Curriculum Committee, Academic Senate, and the DE Committee as many faculty members are continually adopting OER Resources.

Has been working with Jaime Rodriguez and CSU's Director of Social Work to ensure the articulation of SOCI 25 to CSUSB's SW 2000. This situation was unique as it did not follow the typical parameters of course to course articulation and we had to collaborate with administrators and faculty on both sides to make this happen.

b. Vice President, Academic Affairs – Tim Botengan

Absent.

c. Vice President, Student Services – Karen Kane

Absent.

d. Dean of Instruction, Academic Support & Online Learning – Dr. Jennifer Rodden

Dean Rodden reported to the group that the annual updates are due today, December 3rd.

Submissions can be made directly to Jennifer Rodden or online on the BCC website; just type in Submission for Program Review in the search box. The drop-dead deadline for textbook adoptions is December 10th to ensure that textbooks are available to students by the start of the Spring 2022 semester, which is January 10th. In addition, the "auto-adopt" feature in Follett Discover will be utilized soon; this will allow instructors who use the same materials from semester to semester to essentially "roll" the course materials without having to adopt the same materials each semester.

e. Dean of Instruction, Economic & Workforce Development – Dr. Crystal Nasio
Absent.

f. Articulation Officer – Jaime Rodriguez
J. Rodriguez reported to the group that she is working on reviewing curriculum, updating changes in ASSIST and will be submitting for the annual GE cycle this month.

g. OAC Chairs – Penny Shreve
P. Shreve reported to the group that the OAC is meeting for the last time this year on December 13th. Faculty members will be presenting during that meeting, which will be recorded, to assist those who need it completing their assessments.

VII. Consent Agenda from the 11/10/2021 and 12/1/2021 Tech Review (*Action*) A motion was made and then seconded to approve the Consent Agenda. 1st – J. Worland / 2nd – L. Franco (8, 0, 1) B. Sage not present for the vote.

VIII. Old Business

a. Committee Membership and Curriculum Committee Purpose Statement 2021-2022 (*Action*) 2nd Read - Eduardo Vasquez
A motion was made and then seconded to approve the item. 1st – A. Lealofi / 2nd – L. Franco (8, 0, 1) B. Sage not present for the vote. **Move to Academic Senate.**

IX. New Business

None.

X. Announcements (2 minutes each)

XI. Future Agenda Items

a. How to disseminate information to the different groups on campus

XII. Next Regular Meeting

a. January 21, 2022

XIII. Adjournment

A motion was made and then seconded to adjourn the meeting. 1st – J. Rodriguez / 2nd – J. Worland. The meeting was adjourned at 10:32 am by chairperson E. Vasquez.