



## CURRICULUM COMMITTEE MINUTES

Wednesday, October 2, 2019

ECC, Room 181, 2:30 to 4:30

**IN ATTENDANCE:** Lisa Cork (Healthcare Careers), Cassandra Caesar (Counseling), Karina Dam (Project Assistant), Michelle Fischthal (VPI), Richard Gholson- Committee Chair (BIT), Veleka Iwuaba (ABE/ HSDP), Robert Jackson (Automotive), Jolene Lee (Business and Accounting) and proxy for Digital Media, Megan Leppert (Hospitality and Culinary), Pat Mosteller (Emeritus), Desiree Payne (Curriculum Analyst), Shirley Pierson (Fashion), Pete Phouunsavath (Skilled Tech Trades), Rachel Rose (Child Development), Corinne Layton (ESL), Kim Salerno (DSPS)

**GUESTS:** Marne Foster; Carol Wilkinson

**ABSENT:** Zak Ruvalcaba

**RECORDER:** Karina Dam/ Desiree Payne

### 1. CALL TO ORDER

- A. Approval of the September 4, 2019, Meeting Minutes
  - 1) Agenda Item 6 subsection C were revised to accurately reflect discussion.
    - a) Motion: Rachel Rose
    - b) Second: Shirley Pierson
    - c) Action: approved as amended
- B. Approval of the Agenda for October 2, 2019, Meeting
  - 1) Motion: Rachel Rose
  - 2) Second: Pat Mosteller
  - 3) Action: Approved

### 2. CURRICULUM REVIEW/APPROVAL REQUESTS

#### A. New Courses

- 1) HMDV 575A Foundations of Child Care
- 2) HMDV 575B Intro to Child Care Business
- 3) HMDV 580 Infant Development & Care
- 4) HMDV 581 Toddler Development & Care
- 5) HMDV 582 Two-Year-Old Development & Care
- 6) HMDV 583 Three To Five Yr-Old Dev & Care
- 7) HMDV 584 Multi-Age Development & Care
- 8) HMDV 585 Infant/Toddler Brain Dance
- 9) HMDV 586 Early Learner Brain Dance
- 10) HMDV 590 Infant/Tod Outdoor Enrichment
- 11) HMDV 591 Early Learn Outdoor Enrich
  - a) Discussion: Rachel Rose presented academic pathways for childcare careers and provided an overview of new courses and new certificate programs. Committee reviewed several course outlines in detail and discussed program pathways, course content, and existing Credit By Exam agreement for HMDV 533 Family Home Day Care



- b) Motion: Cassandra Caesar
- c) Second: Pat Mosteller
- d) Action: Approved

**B. Course Revisions**

- 1) HMDV 610 Newborn to 12 Months (DE only)
- 2) HMDV 615 12/23 Months/Walking-Talking (DE only)
- 3) HMDV 620 24 to 36 Months/Discovering Me (DE only)
- 4) HMDV 680 Families Learning Together (DE only)
  - a) Desiree Payne noted the courses, and other impacted child development curriculum, will be presented at the November meeting for deactivation to avoid having curriculum with two approval actions listed on one agenda.
- b) Motion: Lisa Cork
- c) Second: Shirley Pierson
- d) Action: Approved

**C. Course Deactivations**

**D. New Programs**

- 1) Child Care Provider Training Certificate Of Completion
- 2) Child Home Care Training Certificate Of Completion
- 3) Infant Care Specialist Certificate Of Completion
- 4) Infant And Toddler Development Certificate Of Completion
- 5) Early Learner Development Certificate Of Completion
- 6) Infant And Toddler Enrichment Certificate Of Completion
- 7) Early Learner Enrichment Certificate Of Completion
  - a) Discussion: Committee reviewed labor market data. Rose noted Governor Newsom's proposed budget investment on early childhood program. Program phase out plan was discussed.
- b) Motion: Pat Mosteller
- c) Second: Robert Jackson
- d) Action: Approved

**E. Program Revisions**

**F. Program Deactivations**

**G. Distance Education Addendum**

- 1) HMDV 610
- 2) HMDV 615
- 3) HMDV 620
- 4) HMDV 680
  - a) Motion: Megan Leppert
  - b) Second: Veleka Iwuaba
  - c) Action: Approved

**3. OLD BUSINESS**

**A. SDCE CourseNET webpage (FYI)**

- 1) Notice of SDCE CourseNET will be broadcasted globally throughout SDCE via email. Phase II includes incorporating program descriptions.

**B. Committee Shared Governance (Action)**

- 1) Discussed the responsibilities of the curriculum committee such as the activation and deactivation of courses. Committee reviewed, discussed, and recommended edits to committee's goals listed in the Shared Governance handbook. Payne to



share updated draft of Shared Governance page with committee members prior to submitting edits for inclusion in updated Shared Governance handbook.

- C. [Review Strategic Plan](#) (Discussion)-tabled from September 2019 meeting
- D. Noncredit Streamlined Approval Process

**4. NEW BUSINESS**

- A. Labor Market Information form (FYI)-*tabled*

**5. COLLEGE CURRICULUM- FYI- *tabled***

- A. City
- B. Mesa
- C. Miramar

**6. STANDING REPORTS- *tabled***

- A. District Curriculum Instructional Council Report (Gholson)
- B. District Policies and Procedures Subcommittee (Caesar)
- C. Curriculum Update (Payne)

**7. ROUNDTABLE/COMMENTS/ANNOUNCEMENTS**

**8. ADJOURNMENT**

- A. Motion: Veleka Iwuaba
- B. Second: Rachel Rose
- C. Action: Meeting adjourned at 4:32 p.m.