



CURRICULUM SUBCOMMITTEE

MINUTES OF MEETING: April 6, 2021

PRESENT: J. Anderson, D. Finocchiaro, M. Garcia, A. Khodayari, J. Marsh, N. Martin, M. Ramirez,
A. Snow, K. Yamazaki

EXCUSED ABSENCE: A. Tailakh

1. **Call to Order**

K. Yamazaki called the meeting to order.

2. **Announcements**

None

3. **Intent to Raise Questions**

None

4. **EPC Liaison Report**

D. Finocchiaro submitted report.

5. **Approval of the Agenda**

M/s/p to approve the Agenda for 04.06.21

6. **Approval of the Minutes**

M/s/p to approve the Minutes for 03.02.21

7. **Curriculum**

None.

8. **New Business**

None

9. **Old Business**

a. *Curriculum Updates* – M. Garcia discussed the two new forms on Curriculum:

- Form 1A – Online/Hybrid Approval for Certified Courses 1.1 – used to request expedited approval for online and/or hybrid modes of instruction, primarily for courses that have already gone through DOC, Quality Matters, or similar online reviews and certifications.
- Form 9C - Curriculum Item Correction Request – used to correct curriculum entries on the eCatalog and/or on GET.

b. *Policy for online/hybrid courses* – The committee began review of two documents from AIRS:

- Proposed Policy Modification: Course Components and Instruction Modes
- Proposed New Policy: Hybrid and Online Teaching and Learning Policy

The committee will continue discussing these policies at the next meeting. K. Yamazaki will reach out to A. Jamehbozorg and K. Faulkner while M. Garcia will reach out to M. Hawley and C. Haras with committee concerns. D. Finocchiaro will also relay these concerns in her liaison report to EPC.

c. *Curriculum language and terminology* – The committee did not discuss this item.

d. *Service-Learning Policy* – The committee agreed to invite Service-Learning instructors for a Time Certain at the next meeting.

10. **Adjournment**

The meeting adjourned at 12:05 pm.