

CURRICULUM COMMITTEE MINUTES

Wednesday, March 4, 2020

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

IN ATTENDANCE: Lisa Cork (Healthcare Careers), Richard Gholson- Committee Chair (Information Technology), Michelle Fischthal (VPI), David Holden (ABE/HSDP-Alt Representative), Robert Jackson (Automotive), Megan Leppert (Hospitality/Culinary Arts), Pat Mosteller (Emeritus-Alt Representative), Desiree Payne (Curriculum Analyst), Shirley Pierson (Fashion), Pete Phounsavath (Skilled Technical Trades), Paul Richard (Digital Media), Nonna Sadoudi (ESL-Alt Representative), Kim Salerno (DSPS), Lee Thompson (Child Development)

ABSENT: Cassondra Caesar (Counseling), Veleka Iwuaba (ABE/ HSDP), Corinne Layton (ESL), Sharian Lott (Business and Accounting), Claudia Tornsauer (Emeritus)

RECORDER: Desiree Payne

1. CALL TO ORDER 2:31 PM

- A. Approval of the February 5, 2020, Meeting Minutes
 - a. Motion: Shirley Pierson
 - b. Second: Paul Richard
 - c. Action: Approved
- B. Approval of the Agenda for March 4, 2020, Meeting
 - Discussion: Desiree Payne advised of the following agenda amendments: remove FDNT 685, FDNT 686, FDNT 687, and FDNT 688 from Agenda Item B., add FDNT 681 and FNDT 682 to Agenda Item B., remove Culinary Arts and Science II Certificate of Completion from Agenda Item E, and add FDNT 501 and FDNT 618 to Agenda Item G.
 - 1. Motion: Paul Richard
 - 2. Second: Pete Phounsavath
 - 3. Action: Approved as amended

2. CURRICULUM REVIEW/APPROVAL REQUESTS

- A. New Courses
 - Discussion: Megan Leppert presented the curriculum and provided an overview of the proposed new courses and proposed new program pathway.
 - 1. FDNT 501 Intro Hospitality Careers
 - 2. FDNT 618 Nutrition Essentials
 - 3. FDNT 619 Meal Planning Essentials
 - a. Leppert noted the hours on the course outline should reflect 108.
 - 4. FDNT 661 Baking & Pastries Fundamentals
 - 5. FDNT 662 Baking and Artisanal Breads
 - 6. FDNT 663 Advanced Pastries and Cakes
 - 7. FDNT 664 Chocolate & Sugar Fundamentals
 - a. Minor edits made to a course goal and a course objective.



Motion: Megan Leppert

Second: Shirley Pierson

Action: Approved as amended

B. Course Revisions

1. FDNT 681 Culinary Arts and Sciences I (TOP code only)
2. FDNT 682 Culinary Arts and Sciences II (TOP code only)
3. FDNT 683 Culinary Arts Advanced I (TOP code only)
4. FDNT 684 Culinary Arts Advanced II (TOP code only)

Motion: Lisa Cork

Second: Megan Leppert

Action: Approved

C. Course Deactivations

D. New Programs

Discussion: Program pathway was reviewed. LMI presented and discussed. Leppert discussed career pathways and employment options. Regional consortium was discussed.

1. Introduction to Hospitality Industry Certificate of Completion
2. Baking and Pastry Arts I Certificate of Completion
3. Baking and Pastry Arts II Certificate of Completion
4. Culinary Nutrition Certificate of Completion

Motion: Lee Thompson

Second: Robert Jackson

Action: Approved

E. Program Revisions

1. Advanced Culinary Certificate of Completion (TOP code only)
2. Culinary Arts and Sciences Certificate of Completion (TOP code only)

Motion: Megan Leppert

Second: Shirley Pierson

Action: Approved

F. Program Deactivations

G. Distance Education Addendum

1. FDNT 501
2. FDNT 618

Motion: Paul Richard

Second: Nonna Sadoudi

Action: Approved

3. OLD BUSINESS

A. Distance Education Addendum (Second Read)

Discussion: Committee members discussed current document design and Title 5 language. Edits were made to the document. Committee members agreed document would be included in the annual review of committee guidelines and documents. Most recent version will be shared as an informational item with the SDCE DE Committee.

B. Chair Election Spring 2020 Reminder

Discussion: Chair election for 2020-2022 term is scheduled for the May meeting.

C. Curriculum Committee guidelines and resource documents

Discussion: Payne reminded committee members the committee approved process to annually review committee guidelines and resource documents. Payne noted recommended edits to the guidelines document and flow chart will be presented at a future meeting.

1. Course Outlines Guidelines
2. Flow Charts

4. NEW BUSINESS

A. District Online Catalog Workgroup

Discussion: Richard Gholson reported the District Catalog subcommittee formed a workgroup for an electronic catalog for both the colleges and SDCE. Gholson provided an overview of proposed action plan for anticipated implementation date Fall 2023 and noted included in the vendor consideration is ability for a vendor to provide a curriculum repository which interfaces with an electronic catalog.

B. April Virtual Vote Reminder

Discussion: Gholson reminded committee members the April meeting will be a virtual vote on April 15 due to the regular meeting date occurring during the week of Spring Break.

5. COLLEGE CURRICULUM- FYI

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

1. Discussion: Deactivations and possible impact on Credit By Exam agreement discussed.

6. STANDING REPORTS

A. District Curriculum Instructional Council Report (Gholson)

1. Discussion: Gholson reported on remaining CIC meeting dates for the spring semester. Last CIC meeting date is the 2nd Thursday in May. Council resumes in-person meetings in September, with a virtual vote in August. SDCE curriculum approvals and timeline discussed.

B. District Policies and Procedures Subcommittee (Caesar)

1. No report.

C. Curriculum Update (Payne)

1. Agenda item tabled.

7. ROUNDTABLE/COMMENTS/ANNOUNCEMENTS

No items

8. ADJOURNMENT

- A. Motion: Paul Richard
- B. Second: Megan Leppert
- C. Action: Meeting adjourned at 4:01 p.m.