Present: Karen Robinson, Chris Schultz, Derek Wilson, Joe Ritchie, Becky Brown, Sara McKinnon, Bill Abright, Kristi Kuhn, Kim O’Gara, Maula Allen, Karen Van Kriedt, Chris Schultz, Taylor Lorenz,

Guest: None

Approval of Agenda and Minutes
Call to Order
Motion to approve minutes                         Motion to approve agenda
B. Abright                                                    B. Abright
Second                                                          Second
S. McKinnon                                                S. McKinnon

Discussion Items:
1. A brief discussion was conducted to develop an overview of the new handbook for Program and Course Approval. The book was seen as valuable in identifying the role of the CC and the authority underlining the course approval process. Emphasis was noted regarding the details of program and course approval, and also the application process with the Chancellor’s Office.

2. Karen will provide training on the first page of the Course Outline Form at the Oct. 1st CC meeting.

3. Derek and Sara reported on the Academic Senate meeting. The issue of class size in relation to both curricular content considerations, as well as facilities limitations. This has been a long time issue, with heated debate. Its impact falls into two areas: health and safety of students in the case of the room being too small. The other concern is when the number of students identified on the course outline exceeds the number that can adequately receive the level of instruction described in the outline and approved by the CC. This issue will be brought up again at next week’s AS meeting.

4. The Committee agreed that member would each take on specific departments/discipline to target support to faculty when they are developing new or revise outlines. These assignments are as follows:
   A. Joe Ritchie – CIS
   Kristi Kuhn - Dance/Drama/Music
   Becky Brown - Science
   Maula Allen – Math
   Derek Wilson – Career Programs
   Bill Abright – Art

ALL Curriculum related materials including the schedule, agendas, minutes and course forms may be found on the College of Marin Intranet at http://intranet.marin.edu/curriculumcommittee/archives.htm
Sara McKinnon – ESL/College Skills/Modern Languages
Chris Schultz - P. E. /Social Science

5. Materials describing Curricunet were sent to all members with a request that they be reviewed at the next meeting. Concerns are cost, flexibility and integration with the College’s Program Review process.

Course Approval:
Approved
1. ELND 109
2. ART 139AB
3. BIOL 108
4. BIOL 234
5. MUSIC 180AB
All other courses on the agenda were returned for revisions.