

**COASTLINE COMMUNITY COLLEGE
CURRICULUM COMMITTEE NOMINATION FORM**

TO: All Coastline Faculty

**FROM: Cheryl Stewart, President
Academic Senate**

DATE: February 2, 2009

If you are interested in running for a seat (3-year term) on the Curriculum Committee in one of the areas listed below, please forward your name and a brief biography (5-7 lines) to the Academic Senate Office at College Center by **5:00 p.m. on Friday, February 20, 2009**, to be considered by the Curriculum Committee Nominating Committee. **Election ballots will be distributed to faculty on March 23, 2009. Ballots are then due in the Academic Senate Office by 5:00 p.m. Friday, April 17, 2009.** Part-time faculty are paid \$28.858 per hour for attendance at Curriculum meetings.

Note: The following Committee members, whose terms expire on June 30, 2009, may also be nominated: **Connie Boehler (Emeritus/P.E.), Ann Holliday (At-Large), Dan Johnson (Social Sciences), Ted Marcus (At-Large), Terry Thacker (Business), Katherine Watson (Foreign Languages).**

I wish to be nominated for:

Discipline	Name	Telephone Number
At-Large		
At-Large		
Business		
Emeritus/P.E.		
International Languages		
Social Sciences		

Job Description

The Curriculum Committee is responsible for determining that courses meet standards for quality and have critical thinking objectives and college level content and reading; for scrutinizing prerequisites; and for reviewing distance education courses for conformity to state regulations and guidelines. In addition, the committee recommends associate degree requirements and the general education status of courses, recommends courses for transfer and articulation, and reviews new and existing courses and programs. The Curriculum Committee meets 7 times during the year on the third Friday of the month from 1:30 - 5 p.m. The Office of Instruction electronically distributes course outlines, agenda, and other materials to Curriculum Committee members several days before each meeting. Members should read the materials and come to the meeting prepared to vote. New members attend an orientation meeting and receive a Curriculum Manual which contains information on the Curriculum Committee and on California regulations and transfer requirements. A member who represents a particular discipline should be knowledgeable about his or her discipline and may be asked to help faculty in the discipline write course outlines.

**Please return to the Academic Senate Office at the College Center
NO later than 5 p.m., Friday, February 20, 2009.**