

Dear Academic Senate Governing Council,

The Chair of the Curriculum Committee and the Office of Instruction would like to propose a plan to transition the Chair position for the Curriculum Committee from Professor Alicia Aguirre to Professor Dani Behonick over the course of the 2013-2014 academic year. The key points of this plan are:

***Need for this plan:***

- State regulations have become increasingly complex (e.g. pre-requisites, co-requisites, repeatability, ADTs, C-IDs)
- The current chair has many years of experience in curriculum which creates a valuable opportunity for mentorship
- Additional activities in which to engage the Curriculum Committee

***Duties expected of current chair (Aguirre):***

- Encourage and facilitate 100% ADT completion (by fall 2014)
- Continue to serve as District Curriculum Chair
- Serve as College Curriculum Chair (official capacity)
- Train incoming Chair in all duties
- Coordinate activities of Curriculum Committee with other planning efforts, including new strategic enrollment plan
- Facilitate decision and plan for compliance of updating CORs

***Duties expected of incoming chair (Behonick)***

- Develop skills and abilities for full assumption of duties (after Spring 2014)
- Chair committee as needed
- Share technical review duties
- Support official Chair until her term ends in May, 2013
- Attend Curriculum Institute and Workshops offered by Statewide Academic Senate.
- Attend some District Curriculum Meetings to develop an understanding of district and other two colleges' policies and processes

Alicia Aguirre  
Gregory Anderson