

Curriculum Committee Meeting (Thursday, April 11, 2019)

Generated by Elizabeth E Cockrell on Monday, April 15, 2019

1. Opening of Meeting

- Call to Order @3:00PM

- 1.02 Roll Call

Curriculum Committee Members:

ASG Representative

Derek Cople, Allied Health Division Chair/Instructor

Irma Dagnino, Student Academic Support Services Division Chair/Counselor X

Kevin Eoff, Social and Behavioral Sciences Division Chair/Instructor X

Sarah Frid, Business Division Chair/Instructor X

Dr. Scott Bauer, Co-Chair/Interim Vice President of Instruction and Student Services X

Scott Peterson, Professional Technologies Division Chair/Instructor X

Rosanna Hartline, Co-Chair/Biology Instructor X

Paul Shibalovich, Math and Science Division Chair

Brian Thieboux, Language Arts and Communications Division Chair/Instructor X

Ex-Officio Members:

Biju Raman, Dean of Instruction and Student Services X

Shelley Hamilton, Director of Admissions and Records X

June Turner, Librarian

Maria Kehl, Instructional Services Manager X

Noelle McMillin, Admissions and Records Evaluator

Peter Martinez, Academic Senate President

Guest(s): Hortensia Rivera, N, Patel/A. Garcia, D. Lilley-Edgerton, S. Stoeckle, M. Maxfield, R. CastilloRecorder: Elizabeth Cockrell, Curriculum and Catalog Specialist (Recorder file: DM420094)

2. Approval of Agenda:

- Motion to approve the agenda by Kevin Eoff
- Seconded by Sarah Frid.
- Motion Carried Unanimously

3. Approval of Minutes:

- Motion to approve the minutes from 3/14/19 by Irma Dagnino.
- Seconded by Maria Kehl.
- Motion Carried Unanimously

4. Articulation Report:

- Irma is waiting to hear back from the courses she submitted to be fully articulated.

5. Action Items:

- 5.01 New Programs: N/A
- 5.02 Revised Programs:
 - Certificate of Prep, Business Literacy S. Frid
 - CIS 101 has been deleted since the majority of our students for this program are incarcerated and not able to take this course. "Any ACC, BUS, MAN course not listed above for 3 units" was added in place of CIS 101.

- Motion to approve by Irma Dagnino
- Seconded by Brian Thieboux
- Motion Carried Unanimously
- 5.03 New Courses:
 - THA 114 Script Analysis F2F, CE, DE New course S. Stoeckle
 - Motion to approve F2F by Kevin Eoff
 - Seconded by Scott Peterson
 - Motion Carried Unanimously
 - Motion to approve CE by Kevin Eoff
 - Seconded by Scott Peterson
 - Motion Carried Unanimously
 - Motion to approve DE by Kevin Eoff
 - Seconded by Scott Peterson
 - Motion Carried Unanimously
- 5.04 Revised Courses:
 - AGR 080 Pesticide Safety F2F Non-Substantial: Updated SLO's and CLO's M. Maxfield
 - Motion to approve F2F by Irma Dagnino
 - Seconded by Scott Peterson
 - Motion Carried Unanimously
 - AST 101 Introductory Astronomy F2F, CE Non-Substantial: Updated advisories, justification of need, A.2-A.7 and textbooks, Added Correspondence Modality A. Garcia/N. Patel
 - Edit the advisory to read: "Completion of MAT 095 or appropriate placement. In addition, completion of ENG 099 Basic Composition or placement in ENG 100 or ENG 101 based on AB 705 mandates."
 - Motion to approve F2F with edits by Irma Dagnino
 - Seconded by Maria Kehl
 - Motion Carried Unanimously
 - Motion to approve CE with edits by Irma Dagnino
 - Seconded by Maria Kehl
 - Motion Carried Unanimously
 - AST 105 Astronomy: The Solar System CE Non-Substantial: Updated Advisory and Textbooks A. Garcia/N. Patel
 - Edit the advisory to read: "Completion of MAT 095 or appropriate placement. In addition, completion of ENG 099 Basic Composition or placement in ENG 100 or ENG 101 based on AB 705 mandates."
 - Motion to approve CE by Sarah Frid
 - Seconded by Kevin Eoff
 - Motion Carried Unanimously
 - AST 110 Astronomy: Beyond the Solar System CE Non-Substantial: Updated Advisory and textbooks A. Garcia/N. Patel
 - Edit the advisory to read: "Completion of MAT 095 or appropriate placement. In addition, completion of ENG 099 Basic Composition or placement in ENG 100 or ENG 101 based on AB 705 mandates."
 - Motion to approve CE with edits by Kevin Eoff
 - Seconded by Irma Dagnino
 - Motion Carried Unanimously
 - BIO 101 Introduction to Biology Laboratory F2F Non-Substantial: Prerequisite and Corequisite changed, Course description changed to indicate BIO 100 as a Pre- or co-requisite to BIO 101, Textbook updated to read "or most current edition", Articulate request update R. Hartline
 - Motion to approve F2F by Sarah Frid

- Seconded by Irma Dagnino
 - Motion Carried Unanimously
- BUS 201 Principles of Organizational Leadership F2F, CE, DE Non-Substantial: Changed ENG 99 prereq language to advisory language S. Frid
 - Motion to approve F2F by Irma Dagnino
 - Seconded by Maria Kehl
 - Motion Carried Unanimously
 - Motion to approve CE by Irma Dagnino
 - Seconded by Maria Kehl
 - Motion Carried Unanimously
 - Motion to approve DE by Irma Dagnino
 - Seconded by Maria Kehl
 - Motion Carried Unanimously
- BUS 221 Income Tax Procedure F2F, CE, DE Non-Substantial: Template Update, changed ENG 99 prereq language to advisory language, new textbook S. Frid
 - Motion to approve F2F by Irma Dagnino
 - Seconded by Kevin Eoff
 - Motion Carried Unanimously
 - Motion to approve CE by Irma Dagnino
 - Seconded by Kevin Eoff
 - Motion Carried Unanimously
 - Motion to approve DE by Irma Dagnino
 - Seconded by Kevin Eoff
 - Motion Carried Unanimously
- CIS 248 Systems Analysis and Design F2F, CE, DE Non-Substantial: Template Update and Textbook update. S. Peterson
 - Motion to approve F2F by Kevin Eoff
 - Seconded by Irma Dagnino
 - Motion Carried Unanimously
 - Motion to approve CE by Kevin Eoff
 - Seconded Irma Dagnino
 - Motion Carried Unanimously
 - Motion to approve DE by Kevin Eoff
 - Seconded by Irma Dagnino
 - Motion Carried Unanimously
- ENG 120 Introduction to Creative Writing F2F, CE, DE Non-Substantial: Change prereqs for both UC & CSU transfer. Include language for ADT. Update textbooks R. Castillo
 - Motion to approve F2F by Scott Peterson
 - Seconded by Sarah Frid
 - Motion Carried Unanimously
 - Motion to approve CE by Scott Peterson
 - Seconded Sarah Frid
 - Motion Carried Unanimously
 - Motion to approve DE by Scott Peterson
 - Seconded by Sarah Frid
 - Motion Carried Unanimously
- ENG 125 Introduction to Film F2F Non-Substantial: Removed prereq; still UC & CSU transferable. Update textbooks R. Castillo
 - Motion to approve F2F by Sarah Frid
 - Seconded by Irma Dagnino
 - Motion Carried Unanimously

- MAN 105 Principles of Management and Organizations F2F, CE, DE Non-Substantial: changed ENG 99 prereq language to advisory language S. Frid
 - Motion to approve F2F by Irma Dagnino
 - Seconded by Kevin Eoff
 - Motion Carried Unanimously
 - Motion to approve CE by Irma Dagnino
 - Seconded Kevin Eoff
 - Motion Carried Unanimously
 - Motion to approve DE by Irma Dagnino
 - Seconded by Kevin Eoff
- MAN 107 Small Business Management F2F, CE, DE Non-Substantial: changed ENG 99 prereq language to advisory language, new textbook S. Frid
 - Motion to approve F2F by Scott Peterson
 - Seconded by Irma Dagnino
 - Motion Carried Unanimously
 - Motion to approve CE by Scott Peterson
 - Seconded Irma Dagnino
 - Motion Carried Unanimously
 - Motion to approve DE by Scott Peterson
 - Seconded by Irma Dagnino
 - Motion Carried Unanimously
- SPE 102 Public Speaking F2F, CE, DE Non-Substantial: Updated Pre-requisite language, justification of need edit, Course outline is now course content, Added SLOs, Added outline of topics, updated template D. Lilley-Edgerton
 - Motion to approve F2F by Kevin Eoff
 - Seconded by Irma Dagnino
 - Motion Carried Unanimously
 - Motion to approve CE by Kevin Eoff
 - Seconded Irma Dagnino
 - Motion Carried Unanimously
 - Motion to approve DE by Kevin Eoff
 - Seconded by Irma Dagnino
 - Motion Carried Unanimously

• 5.05 Courses to be inactivated:

Course	Reason for Inactivation
EMS 080 Supplementary Skills for EMS, Healthcare, Nursing, & Law Enforcement	No instructor for or need for.
EMS 110 Cardiopulmonary Resuscitation (CPR)	Not needed for any students.
EMS 160 Emergency Medical Technician	No instructor.
EMS 162 Emergency Medical Technician Challenge	No instructor.
NUR 151 Introduction to Identification of Cardiac Rhythm Strips	No instructor or need for LVN.

- All these courses were tabled until the next meeting. The division chairs need to be at the meeting to talk about the inactivation's. Shelley Hamilton will talk to IEC about inactivating the EMS courses as they are the ones who uses these courses.
 - Motion to table these courses by Brian Thieboux
 - Seconded by Kevin Eoff
 - Motion Carried Unanimously

6. Discussion and Information Items:

- 6.1 Developing a local process for new/revised programs from start to finish.

- o Need to come up with a flow chart. Today we will write down ideas that need to be included on the charts.

Non Credit	ADTs	Local	CTE
	What courses do we need		VOC ed. Requires approval from the regional consortium.
	Can it be built into ADTs?		
	Stackable programs?		
<ul style="list-style-type: none"> o Faculty/Tech/Facility/Financial resources o Advisor Input o Labor Market LMI o Academic Trends o Who are the targeted students o Are prisons supportable? o Earning potential o Partner with school districts o Interact interfere with other programs? o Involve full academic senate 			

- o Hortensia stated that we have a flow chart for programs that was created back in the day but was not finished due to a new program that we were supposed to get. She will email it out tomorrow when she finds it in the shared file.

7. Adjournment of Meeting:

- Move to Adjourn by Irma Dagnino
- Seconded by Brian Thieboux
- Motion Carried Unanimously
- Meeting Adjourned at 4:01 PM.