



CURRICULUM COMMITTEE

Approved Minutes

April 24, 2018

Meeting Room: 743

1:30 pm – 3: 30 pm

1. Call to order

Chair Jim DeKloe called the meeting to order at 1:33 pm.

2. Roll Call

Jim DeKloe (Chairperson), Lisa Abbott (Curriculum Analyst), Curtiss Brown (Articulation Officer), David Williams (VP of Academic Affairs), Dean Maire Morinec, Dean Sandy Lamba, Jose Cortes, Mary Valch, Kevin Anderson, Teri Yumae, Deb Berrett, Ginger Cain, Amy Dauffenbach, Marivic Macalino, and Darren Potts.

Guests: Dean Neil Glines, Douglas Green, Nick Cittadino, and Ferdinanda Florence

Absent: Anthony Ayala, Michelle Arce, and Erin Duane (Librarian)

3. Agenda Approval

Teri Yumae motioned to approve the agenda of April 24, 2018 as presented. It was seconded by Dean Morinec. The motion passed unanimously. During the meeting, Kevin Anderson motioned to add DANC 004J as item 9ac on the agenda under Course Modification. It was seconded by Teri Yumae. More than two-thirds of the committee members voted for this motion; therefore, item 9ac was added to the agenda.

All matters listed under the Consent Items are considered routine and will be enacted by the approval of the agenda unless removed from the Consent Items by a Committee member.

4. Approval of Minutes

Jose Cortes motioned to approve the minutes of April 10, 2018 as presented. It was seconded by Dean Morinec. Since Deb Berrett and Dean Morinec were absent during the previous meeting, they abstained. The motion passed unanimously.

5. Comments from the Public

There were no comments from the public.

6. Consent Items

There were no items on this section.

7. Action Items

There were no items on this section.

8. New Course

8a. (CP18S-73) ART 044 Introduction to Digital Design and Computer Technology

1. Action on the Course:

Ferdinanda Florence stated that Rachel Smith, the author of this course, will be modifying the Graphic Design program. The course was drafted to be congruent with C-ID. The committee had discussions regarding: (1) course prefix, (2) prerequisite for an equivalent course at UC David, and (3) Top Code alignment, whether to utilize graphic design or commercial art. Deb Berrett motioned to conditionally approve this course based on updating the prefix and title of the course. It was seconded by Jose Cortes. The motion passed unanimously. During the meeting, Ferdinanda Florence was able to obtain clarification from Rachel Smith, who approved to change the prefix to ARTD for 8a, 8b, and 8c, eliminate the "Computer Technology" from course title, and approved top code change to commercial art.

8b. (CP18S-74) ART 144A Design Boot Camp

1. Action on the Requisite: None
2. Action on the Course:

This course was modeled in Maker Space program that Karen Cook created. The committee decided that the Sam Code should be modified to “possible occupational” and to update the Top Code to 1013 (commercial art). Dean Morinec motioned to approve ART 144A. It was seconded by Deb Barrett. The committee approved this course unanimously.

8c. (CP18S-75) ART 047C Introduction to 3D Animation

1. Action on the Course:

This course will not have any prerequisites and could be taken before or after 2D Animation. Jose Cortes motioned to approve ART 047C. It was seconded by Amy Dauffenbach. The committee approved this course unanimously.

8d. (CP18S-104) ESL 534 Introductory Integrated ESL Skills: Reading, Writing, and Grammar

1. Action on the Course:

Jose Cortes stated that ESL 534 and ESL 573 will be both non-credit course versions of ENGL 334 and ENGL 373. The committee recommended that the Top Code should be modified to non-occupational. Jose Cortes motioned to approve ESL 534. It was seconded by Teri Yumae. The motion passed unanimously.

8e. (CP18S-105) ESL 573 Oral Communication Skills

1. Action on the Course:

Jose Cortes motioned to approve ESL 573. It was seconded Amy Dauffenbach. The motion passed unanimously.

9. Course Modification

9a. (CP18S-76) ATHL 001 Women's Intercollegiate Volleyball (Fall): Sam Code, Objectives, Units, Articulation Information, SLOs

9b. (CP18S-77) ATHL 001B Pre-season Intercollegiate Volleyball: Objectives, Hours, Articulation Information

9c. (CP18S-78) ATHL 002A Women's Fall Intercollegiate Basketball: Units, Hours, Articulation Information, SLOs

9d. (CP18S-79) ATHL 002B Women's Intercollegiate Basketball (Spring): Sam Code, Objectives, Units, Hours, Articulation Information, SLOs, Textbooks

9e. (CP18S-80) ATHL 003 Women's Intercollegiate Softball: Objectives, Units, Articulation, Assignments

9f. (CP18S-82) ATHL 010 Men's and Women's Intercollegiate Swimming and Diving (Spring): Division Planning, Objectives, Units, Articulation Information, SLOs,

9g. (CP18S-83) ATHL 015 Men's Intercollegiate Baseball: Division Planning, Objectives, Units, Articulation Information

9h. (CP18S-84) ATHL 016A Men's Intercollegiate Basketball (Fall): Division Planning, Objectives, Units, Hours, Articulation Information, SLOs

9i. (CP18S-85) ATHL 016B Men's Intercollegiate Basketball (Spring): Sam Code, Division Planning, Objectives, Units, Hours, Articulation Information, SLOs

1. Action on the Courses:

Curtiss Brown stated there were discrepancies in units based on the hours. The primary change was that the department decided to unify them to 3 unit courses. Dean Morinec motioned to combine 9a through 9i and approve modifications of these courses. It was seconded by Jose Cortes. The committee unanimously approved these modifications.

9j. (CP18S-87) BIOT 406 Supply Chain and Enterprise Resource Planning In Biomanufacturing: Requisites

1. Action on the Requisite:

Deb Barrett motioned to approve removing the prerequisites for BIO 406 excluding prerequisites required to be admitted to the bachelor's degree.

2. Action on the Course:

Chair Jim DeKloe stated that items 9j, 9k, and 9l were upper division courses. The only modification was the deletions of requisites mentioned above. Deb Berrett motioned to approve modifications of BIOT 406. It was seconded by Dean Morinec. The motion was carried.

9k. (CP18S-88) BIOT 408 Six Sigma and Lean Manufacturing: Requisites

1. Action on the Requisite:

This course had the same prerequisite update mentioned on item 9j. Dean Morinec motioned to approve the prerequisite change. It was seconded by Deb Berrett. The motion was carried.

2. Action on the Course:

Dean Morinec motioned to approve modification of BIOT 408. It was seconded by Deb Berrett. The motion was carried.

9l. (CP18S-89) BUS 400 Project Management: Requisites

1. Action on the Requisite:

Dean Morinec motioned to approve BUS 400 prerequisite update. It was seconded by Deb Berrett. The motion was carried.

2. Action on the Course:

Dean Morinec motioned to approve modification of BUS 400. It was seconded by Deb Berrett. The motion was carried.

9m. (CP18S-89) DANC 004 Dance Appreciation: Prefix

9n. (CP18S-90) DANC 004A Beginning Contemporary Modern Dance: Prefix

9o. (CP18S-91) DANC 004B Beginning Tap Dance: Prefix

9p. (CP18S-92) DANCE 004C Intermediate Tap Dance: Prefix

9q. (CP18S-93) DANC 004D Advanced Jazz Dance: Prefix

9r. (CP18S-94) DANC 004F Beginning Hip-Hop Dance: Prefix

9s. (CP18S-95) DANC 004G Dance Choreography: Prefix

9t. (CP18S-96) DANC 004H Beginning Jazz Dance: Prefix

9u. (CP18S-97) DANC 004K Beginning Ballet: Prefix

9v. (CP18S-98) DANC 004M Intermediate Ballet: Prefix

9w. (CP18S-99) DANC 004N Beginning Swing Dance: Prefix

9x. (CP18S-100) DANC 004P Intermediate Jazz Dance: Prefix

9y. (CP18S-101) DANC 004S Intermediate Swing Dance: Prefix

9z. (CP18S-102) DANC 004T Intermediate Ballroom Dance

9ac (CP 18S - 124) DANC 004J Beginning Ballroom Dance: Prefix

1. Action on the Courses:

Ginger Cain explained that the prefixes for items 9m through 9z and 9ac were modified to reflect the courses departure from Kinesiology department. She also stated that students who obtained AA degree from this program will have an opportunity to transfer to a four-year university with Dance as their major or minor. Amy Dauffenbach motioned to combine 9m through 9z and 9ac and approve modifications of these courses. It was seconded by Deb Berrett. The motion passed unanimously.

9aa. (CP18S-117) PHOT 045 DSLR Videography: Requisite

1. Action on the Requisite:

Dean Morinec motioned to approve the change of the prerequisite course number. It was seconded by Deb Berrett. The motion passed unanimously.

2. Action on the Course:

The committee recommended that the Top Code should be modified to commercial photography (1021). Dean Morinec motioned to approve this course. It was seconded by Deb Berrett. The motion passed unanimously.

9ab. (CP18S-118) PSYC 030 Introduction to Social Psychology: Description, Division Planning, Objectives, Methods of Evaluation, Assignments, Content, Textbooks

1. Action on the Course:

Dean Lamba stated that LaNae Jaimez updated the Course Outline to align with C-ID. The committee determined that the approval of this course should be dependent upon the approval of SOC 030. Dean Lamba will send a communication to Leslie Minor and recommend submitting SOC 030 course modification by this Thursday, April 26, 2018. Jose Cortes motioned to defer approval PSYC 030 until SOC 030 had been approved by this committee. This motion was seconded by Teri Yumae. The motion passed unanimously.

10. Course Inactivation

10a. (CP18S-72) ANTH 049 Anthropology Honors

1. Action on the Course:

This course had not been offered to students since 2013.

10b. (CP18S-103) DRFT 057 Mechanical Drafting – Level II

1. Action on the Course:

Dean Morinec motioned to combine items 10a and 10b and approve inactivation of these courses. This motion was seconded by Amy Dauffenbach. The motion was carried.

11. Curriculum Review

There were no items on this section.

12. New Program

12a. (CP18S-119) Dance A.A.

1. Action on the Program:

The committee had a rigorous discussion regarding the following: (1) who will teach the courses in this program, (2) which college will this articulate to, (3) viability of the program, (4) career opportunity for students with this A.A. degree, and (5) facility concerns regarding where/how these classes will be taught. The committee requested to update the narrative and courses for this program. Dean Morinec motioned to defer approval of this program until the department could provide historical/quantitative data of existing courses that would support success of this program and submit a completed articulation agreement. This motion was seconded by Dean Lamba. The motion passed unanimously.

13. Program Modification

13a. (CP18S-120) Kinesiology A.A.-T: Update Some Dance Courses Prefix to DANC

1. Action on the Program:

Amy Dauffenbach motioned to approve modifications of Kinesiology A.A.-T. It was seconded by Mary Valch. The motion was carried.

13b. (CP18S-121) Liberal Studies A.A.: Courses, Units, Description

1. Action on the Program:
Nick Cittadino stated that Counseling modified this program to help ensure students, including athletes, receive their AA degree in a timely manner. This program was modeled after Sonoma State's program. The committee members were provided a handout that outlined courses that articulated in Assist. The committee recommended that the department review the list and eliminate courses that had prerequisites to help students in obtaining an A.A. expeditiously. The committee also recommended to add classes such as, MUSC 008. Dean Morinec motioned to defer this program until the Counseling department had the opportunity to review the list and consider the committee's recommendations above. This motion was seconded by Jose Cortes. The motion passed unanimously.

13c. (CP18S-122) Mechatronics Certificate of Achievement: Courses

1. Action on the Program:
Dean Morinec motioned to approve modifications of this program. It was seconded by Deb Berrett. The motion passed unanimously.

13d. (CP18S-123) Mechatronics A.S.: Courses

1. Action on the Program:
Douglas Green stated that the requirements to obtain a certificate and A.S. for Mechatronics were modified. The total units were changed from 42 to 39-40. There was a discussion whether these programs should be under Advance Manufacturing in the catalog. Dean Morinec motioned to approve item 13d. This motion was seconded by Deb Berrett. The motion passed unanimously.

14. Program Inactivation

There were no items on this section.

15. High School Articulation

There were no items on this section.

16. Report from Assessment Coordinator

Amy Obegi, Assessment Committee Coordinator, was not at this meeting.

17. Report from the Chair

17.1 Curriculum Committee Members List: Term 2018-2020

The Academic Senate office distributed a list of Curriculum Committee members who will be up for re-election for 2018-2020 term (see attached document). Chair Jim DeKloe encouraged committee members to run for re-election or solicit interest from their colleagues in their department/discipline.

18. Report from VP of Academic Affairs

David Williams, VP of Academic Affairs, left the meeting around 2:30pm and was not able to provide an update.

19. Report from the Articulation Officer

Curtiss Brown, Articulation Officer, did not provide an update.

20. Other

There were no items on this section.

21. Open Discussion

There were no items on this section.

22. Adjournment

Jose Cortes motioned to adjourn the meeting. It was seconded by Amy Dauffenbach. The meeting adjourned at 3:35pm.

Documents Reviewed at the Meeting:

1. Curriculum Committee Members: Term 2018-2020
2. Liberal Studies handouts
3. Dance AA handout

ALL MEETINGS WILL BE HELD STARTING AT 1:30 PM IN ROOM 743 UNLESS OTHERWISE NOTED:

May 8, 2018