



# Curriculum Committee

## Approved Minutes

April 2, 2019

Meeting Room: 504

1:30 pm – 3: 30 pm

**1. Call to order**

Curriculum Committee Chair Jim DeKloe called the meeting to order at 1:33 p.m.

**2. Roll Call**

Jim DeKloe (Chairperson), Lisa Abbott (Curriculum Analyst), Curtiss Brown (Articulation Officer), David Williams (VP of Academic Affairs), Dean Sandy Lamba, Sarah Barsness, Teri Yumae, Mary Valch, Kevin Anderson, Debra Berrett, Ginger Cain, Anthony Ayala, Amy Dauffenbach, and Marivic Macalino.

**Guests:** Sarah Donovan, Douglas Green, Dean Maire Morinec, Dean Neil Glines, and Amy Obegi.

**Absent:** Erin Duane (Librarian) and Dean Joseph Ryan.

**3. Agenda Approval**

Amy Dauffenbach motioned to approve the agenda of April 2, 2019 with the addition of HORT 301A, HORT 301B, HORT 301C, HORT 301D, and HORT 301E, for changes to units/hours, to Consent Items. It was seconded by Sarah Barsness. The motion was approved unanimously.

*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**

Teri Yumae motioned to approve the minutes of March 19, 2019 as presented. It was seconded by Dean Sandy Lamba. The motion was approved unanimously.

**5. Comments from the Public**

There were no comments from the public.

**6. Consent Items for Curriculum Committee**

6.1 MATH 311 & MATH 312 addition of Catalog Description Language, "Enrollment in the course may occur as a result of the recommendation of a counselor or math instructor based on a Multiple Measures Evaluation."

6.2 HORT 301A, HORT 301B, HORT 301C, HORT 301D, and HORT 301E for changes to units/hours.

**7. Action Items**

There were no items on this section.

**8. New Course**

8a. ASL 055 Interpreting 1: Consecutive Interpreting

8b. ASL 056 Interpreting 2: Simultaneous Interpreting

Anthony Ayala motioned to combine items 8a and 8b, approve the prerequisites, and approved these courses. It was seconded by Deb Berrett. The motion passed unanimously.

1. Action on the Requisite: Approved

2. Action on the Course: Approved

8c. SPMD 056A Sports Medicine-Athletic Training Practicum 2

8d. SPMD 056B Athletic Training Practicum Spring 2

Chair DeKloe stated that items 8c and 8d will be parallel courses. The committee had discussions how an advance and beginner class/lecture could be concurrently presented. As a result, Ginger Cain motioned to delay approval of these courses until clarifications could be obtained from the department. It was seconded by Sarah Barsness. The motion passed unanimously.

1. Action on the Requisites: None
2. Action on the Courses: None

**9. Course Modification**

9a. ASL 001 American Sign Language 1: GE, SLO, and DE

9b. ASL 005 American Deaf Culture: GE and DE

Dean Neil Glines explained that items 9a and 9b will be offered online and had been approved by the Distance Education committee.

1. Action on the Course: Sarah Barsness motioned to combine and approve course modifications of ASL 001 and ASL 005. It was seconded by Amy Dauffenbach. The motion was approved unanimously.

9c. MATH 004 Precalculus and Trigonometry: SLOs and Requisites

Sarah Donovan stated that in order for this course to be transferrable to UC, the prerequisite was changed from, "MATH 103 or MATH 104," to "MATH 103 and MATH 104."

1. Action on the Requisite: Amy Dauffenbach motioned to approve the requisite modifications. It was seconded by Mary Valch. The motion was approved unanimously.
2. Action on the Course: Amy Dauffenbach motioned to approve this course. It was seconded by Mary Valch. The motion was approved unanimously.

9d. MATH 030 Business Calculus I: Title, Course Description, Division Planning, Hours, Course Objectives, C-ID, Requisites, Methods of Instruction, Content, and Textbooks

Sarah Donovan explained that Course Content was added in compliance with C-ID. Also, an hour of lab was added; she clarified that units will not increase for Business ADT. Dean Maire Morinec expressed her concerns regarding adding an hour to a course and how it would affect student scheduling and degree completion with two years. The Math department believed that students will be successful with a four hour lab. There was a rigorous discussion regarding this topic.

1. Action on the Requisite: Amy Dauffenbach motioned to approve the requisite modifications of MATH 030. It was seconded by Mary Valch. The motion was approved unanimously.
2. Action on the Course: Amy Dauffenbach motioned to approve this course. It was seconded by Mary Valch. The motion was approved unanimously.

9e. PHOT 032 Digital Imaging: Number (071), Title, Course Description, Division Planning, Course Objectives, Class Max, Transferability, SLOs, Requisites, Content, and Textbooks

Sarah Barsness explained that this was an update. This course will be introduction to light room and photo shop and fully transferrable to UC and CSU. The class max was assigned to 25 but could only offer 24 digital applications.

1. Action on the Requisite: Sarah Barsness motioned to approve the requisites of PHOT 032. It was seconded by Amy Dauffenbach. The motion was approved.
2. Action on the Course: Deb Berrett motioned to approve this course. It was seconded by Amy Dauffenbach. The course was approved unanimously.

9f. SOC 040 Sociology of the Family: Course Description, Division Planning, Course Objectives, C-ID, GE, Content, and Textbooks

Dean Sandy Lamba stated that the C-ID and articulation information were updated. This course will be included in Sociology ADT.

1. Action on the Course: Amy Dauffenbach motioned to approve course modifications of SOC 040. It was seconded by Kevin Anderson. The motion passed unanimously.

9g. MATH 103 Plane Geometry: Requisites

Sarah Donovan explained that the prerequisites for this course had been modified to advisory in order to be in compliance with AB705.

1. Action on the Requisite: Amy Dauffenbach motioned to approve requisites modification on MATH 103. It was seconded by Mary Valch. The motion was approved unanimously.
2. Action on the Course: Amy Dauffenbach motioned to approve MATH 103. It was seconded by Mary Valch. The motion was approved unanimously.

**10. Course Inactivation**

10a. ACR 100 Air Conditioning and Refrigeration

10b. ACR 101 Air Conditioning and Refrigeration

10c. WELD 100 Introduction to Welding

Douglas Green stated that 10a and 10b had been unavailable to students the last five years and program modifications had been applied on item 10c. As a result, the department requested to inactivate these courses.

1. Action on the Course: Anthony Ayala motioned to combine and approve inactivation of courses ACR 100, ACR 101, and WELD 100. It was seconded by Deb Berrett. The motion passed unanimously.

**11. Curriculum Review**

There were no items on this section.

**12. New Program**

12a. Automation Technology – Certificate of Achievement

12b. Automation Technology – A.S.

Douglas Green explained that Automation Technology will incorporate electronics and robotics. He also informed the committee that per the previous Tech Review meeting, these programs had been designed to be consistent between the certificate and degree regarding soft skills and work experience. It was clarified that these programs will start Fall of 2020.

1. Action on the Programs: Deb Berrett motioned to combine items 12a and 12b and to approve these programs. It was seconded by Amy Dauffenbach. The motion passed unanimously.

12c. Elementary Teacher Education – A.A.-T

Amy Obegi stated this program was initiated by Liberal Arts. It was presented to the committee last year with a recommendation to be more applicable to teachers. The CDFS department decided to be responsible of this program/degree. The classes that were added: Geology, Math, and Science. Dean Maire Morinec recommended that this program should be included as CTE. Curriculum Chair DeKloe will be working with Amy Dauffenbach and Anthony Ayala to review this option and contact the Centers of Excellence. Upon further review, the committee realized that ENGL 002 did not have C-ID. Articulation Officer Curtiss Brown will be submitting C-ID for ENGL 002.

1. Action on the Program: Anthony Ayala motioned to approve this new program contingent upon C-ID approval for ENGL 002. This was seconded by Dean Sandy Lamba. This motion was approved unanimously.

12d. Maintenance Technician – Certificate of Achievement

Douglas Green informed the committee that this will be an 18 units program (six classes) and could be achieved in a year or a year and a half.

1. Action on the Program: Deb Berrett motioned to approve Maintenance Technician program. It was seconded by Amy Dauffenbach. The motion passed unanimously.

**13. Program Modification**

13a. Psychology A.A.: Courses

13b. Social Justice Studies A.A.-T: Courses

Dean Sandy Lamba explained that these programs had been updated with PSYC 012 Introduction to Gender.

1. Action on the Program: Dean Sandy Lamba motioned to combine and approve program modifications of items 13a and 13b. It was seconded by Kevin Anderson. The motion passed unanimously.

13c. Sociology A.A.-T: Courses

Dean Sandy Lamba stated that this program replaced Social Science II with the new Social Justice Studies II and PLOs had been updated.

1. Action on the Program: Dean Sandy Lamba motioned to approve modifications of Sociology A.A.-T. It was seconded by Sarah Barsness. 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, did not provide an update.

**17. Report from the Chair**

James DeKloe, Curriculum Committee Coordinator, informed the committee that changes to the GE outline had been communicated to Academic Senate on April 1, 2019. At this time, Curriculum handbook did not outline any procedures on how to update this information. The Senate recommended to obtain an impact analysis and specified that any GE changes should be communicated to the campus community before it could be processed. He also expressed his appreciation to Lisa Abbott and the rest of the committee for their commitment and dedications.

**18. Report from VP of Academic Affairs**

David Williams, VP of Academic Affairs, did not provide an update.

**19. Report from the Articulation Officer**

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

**20. Other**

20.1 Lisa Abbott reminded the committee members that the deadline for courses and programs will be on Thursday, April 4, 2019.

**21. Open Discussion**

There were no items on this section.

**22. Adjournment**

The meeting adjourned at 3:05 p.m.

**ALL MEETINGS WILL BE HELD STARTING AT 1:30 PM IN ROOM 504 UNLESS OTHERWISE NOTED:**

Spring

April 23, 2019

May 7, 2019