



CURRICULUM COMMITTEE

Unofficial Minutes

Date: May 18, 2021

Meeting Room: Zoom

1:30 pm – 3: 30 pm

1. Call to order

The regular meeting of the Curriculum Committee was called to order at 1:34 pm on May 18, 2021. The meeting was conducted via Zoom. Sarah Barsness presided.

2. Roll Call

Curriculum Committee Officials: Sarah Barsness (Chairperson), Lisa Abbott (Curriculum Analyst), and David Williams (VP of Academic Affairs)

Members: Isabel Anderson, Debra Berrett, Mark Berrett, Saki Cabrera, Ginger Cain, Amy Dauffenbach, Erin Duane, Ashlie Lawson (Articulation Officer), Marivic Macalino, Dean Lisa Neeley, Maureen Powers, Dean Joseph Ryan, Anastasia Simonova (ASSC), Mary Anne Valch, James Word, Teri Yumae

Claire Gover (Executive Assistant, Academic Affairs)

Guests: Emily Burt, Christian Cortez, Kristin Conner, Kimberly Coulter, Marianne Flatland, Sandy Lamba, Krechona Ngomba-Westbrook

3. Agenda Approval

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.

Anastasia Simonova moved to add the GE Option A Proposal to the agenda under Item 22: Open Discussion to share feedback from ASSC. Joe Ryan seconded the motion. The motion failed by majority vote. E. Duane abstained.

Teri Yumae moved to approve the agenda with item 9g. being reviewed first and moving items 9a-9f up with the related counseling classes. Maureen Powers seconded the motion. The motion was approved by majority vote.

4. Approval of Minutes

4a. Approval of minutes from May 4, 2021 Curriculum Committee

Amy Dauffenbach moved to approve the minutes of May 4. The motion was seconded by Debra Berrett. The motion passed. J. Ryan abstained.

4b Approval of minutes from May 11, 2021 Technical Review Committee

Mark Berrett moved to approve the minutes. Ashlie Lawson seconded the motion. Motion passed. L Neeley abstained.

5. Comments from the Public

Public Comment was made as follows:

Christian Cortez, ASSC Applied Technology and Business Senator, asked the Curriculum Committee to consider including operating systems and hardware courses in the computer information science curriculum and consider course transferability to the UC.

Mark Berrett explained those types of courses were offered in the past. However, the college discontinued the program because the IT department would not allow computer hardware to be manipulated. Lisa Neeley said the college is not in expansion mode, but will take Senator Cortez' feedback into consideration.

6. Consent Items

There were no items in this section.

7. Action Items

7a. 2021-2022 Curriculum/Technical Review Committee Calendar

Sarah Barsness and Lisa Abbott presented the Curriculum Committee and Technical Review Calendar for the next academic year. The meeting times were changed from 1:30-3:30 pm to 1:00-3:00 pm. The first meeting of each semester will be devoted to developing goals and strategies. There will be no action items. First meeting in Fall is during Flex Cal on August 12. Each curriculum representative is asked to actively participate in at least one Faculty and Rep Curriculum Workshop that is offered throughout the year. The very last workshop of each semester is an *approval* workshop with the submission deadline being the day prior to the workshop. All the Reps should attend the last workshops so they can do the approvals in the queue for their area. The Curriculum Committee members have an open invitation to the Technical Review Meetings and the agendas will be shared.

1. Action: Teri Yumae moved to approve the calendar. Maureen Powers seconded the motion. The motion passed unanimously.

8. New Course

8a. COUN 064P Human Services and Social Work Practicum I

Kimberley Coulter presented COUN 064P and explained the changes were made to meet requirements for Title V and to align the 64 class to the TMC requirements for Social Work to get them approved for the C-ID that are equivalent to SW 120A & 120B. HSS 001 and PSYC 001 were added as prerequisites. COUN 062, OCED 070, and BUS 097 were added as advisories.

There was inconsistency between the course presented and the course approved in Technical Review on May 11. The addition of advisory courses listed above caused a discrepancy. After the Committee referenced the official minutes of Technical Review from May 11, 2021, it was able to move forward.

1. Action on the requisite:
2. Action on the course: Joe Ryan moved to approve COUN 064P provided COUN 062, OCED 070, and BUS 097 are removed from course advisories. Lisa Neeley seconded the motion. The motion passed with the following votes:

Committee members voting yes: J Ryan, L Neeley, D Berrett, E Duane, I Anderson, J Word, M Berrett, M Valch, M Powers, S Cabrera, T Yumae
Committee members voting no: A Dauffenbach
Abstentions: A. Simonova, G. Cain and M. Macalino

8b. COUN 065P Human Services and Social Work Practicum II

Kimberly Coulter explained COUN 065P is to meet the Title V requirement of splitting practicum (COUN 064B) into separate classes: a seminar and its required experience. COUN 065P is the experience section of COUN 065 (co-requisite). Course provides the advance practicum student the opportunity to further develop their cultural education and sensitivity. This course is not included in the HSW program.

1. Action on the requisite:
2. Action on the course: Isabel Anderson moved to approve item 8b. Debra Berrett seconded the motion. The motion failed with the following votes:
Committee members voting yes: D Berrett, I Anderson, M Berrett, M Powers, S Cabrera
Abstentions: A. Dauffenbach, A. Simonova, L. Neeley, G. Cain, J. Word, M. Macalino, M. Valch, and T. Yumae abstained. COUN 064B will remain in place.

8c. KINE 003B Intermediate Self-Defense

Lisa Abbott explained these courses are being offered as the intermediate version to an existing course which will allow more opportunities for students. Course content was reviewed by Technical Review to ensure it was different from existing course. Most will be stacked with the beginning course.

Teri Yumae moved to group KINE items 8c, 8d, 8e, 8f, 8g, 8h. It was seconded by Debra Berrett. The motion passed unanimously.

Ginger Cain made a motion to table the grouped items until they can be renumbered. It was seconded by Amy Dauffenbach. The motion failed by a majority vote.

1. Action on the course: Teri Yumae moved to approve the grouped items with the understanding that there may be a change in the numbering. Debra Berrett seconded the motion. The grouped items were approved unanimously.

8d. KINE 005F Intermediate Circuit Training

1. Action on the course: Approved with item 8c.

8e. KINE 005G Intermediate Cardio Conditioning

1. Action on the course: Approved with item 8c.

8f. KINE 005T Intermediate Functional & Core Training

1. Action on the course: Approved with item 8c.

8g. KINE 006G Intermediate Pilates for Fitness

1. Action on the course: Approved with item 8c.

8h. KINE 078A Intermediate Fit Ball Training

1. Action on the course: Approved with item 8c.

8i. KINE 079 Resistance Band Training

This is a new activity fitness course that utilizes resistance band techniques to increase strength, flexibility, endurance and lean body composition. Ginger Cain will bring back to faculty for the addition of 1 SLO.

1. Action on the Course: Teri Yumae moved to approve course with addition of 1 SLO. Ginger Cain seconded the motion. The motion passed unanimously.

8j. DANC 025B Dance Production II

Ginger Cain presented new course will provide student more opportunity to perform in public dance production. It will be stacked with beginning course. The course title is "Intermediate Dance Production" (replaced roman numeral II with "Intermediate") and textbook is marked as classic.

1. Action on the requisite:
2. Action on the course: Debra Berrett moved to approve item 8j. It was seconded by Lisa Neeley. The motion passed unanimously.

9. Course Modification

9a. COUN 064 Human Services and Social Work Seminar I

Kimberly Coulter presented the course modification of COUN 64 to meet Title V requirements (by splitting up the practicum into a seminar and an experience course). In addition, this course meets CID equivalence for SWK 120A for the Social Work ADT. The course is to be taken concurrently with COUN 064P. Prerequisites are HSW 001 and PSYC 001. The prerequisites of COUN 062, and the advisory of OCED 070 were removed.

This course is required for students in the HSW program which has classes size of 24s. Kimberly Coulter agreed to increase the class size from 15 to 20.

1. Action on the course: Saki moved to approve 9a with new class size of 20 and removal of prerequisite of COUN 062 and removal of advisory of OCED 070. It was seconded by Maureen Powers. The motioned passed by with the following votes: Members voting yes: A Dauffenbach, J Ryan, L Neeley, D Berrett, G Cain, I Anderson, J Word, M Macalino, M Valch, M Powers, S Cabrera, T Yumae

Members voting no: M Berrett

Abstentions: A. Simonova

9b. COUN 065 Human Services and Social Work Seminar II

This course is the co-requisite to COUN 065P, which did not pass; therefore, COUN 065 was not discussed.

9c. HSW 001 Introduction to Human Services

Saki Cabrera presented on items 9c-9f. The prefix changed from HS to HSW to align with transfer degree. There were no content changes since technical review. Textbooks were updated. Term "special populations" was changed to "diverse population".

Saki Cabrera, Lisa Abbott and Amy Dauffenbach will discuss the numbering, as certain numbers indicate transferability.

Saki Cabrera moved to group the HSW items 9c, 9d, 9e, and 9f. Terri Yumae seconded the motion. Motion passed unanimously.

1. Action on the course: Isabel Anderson moved to approve items 9c, 9d, 9e, and 9f. Lisa Neeley seconded the motion. Motion passed unanimously.

9d. HSW 102 Serving Diverse Populations

1. Action on the course: Approved with item 9c.

9e. HSW 103 Introduction to Case Management

1. Action on the course: Approved with item 9c.

9f. HSW 105 Introduction to Group Process

1. Action on the course: Approved with item 9c.

9g. ASTR 050 Astronomical Optics: requisite

Melanie Lutz presented modifications to ASTR 050 so course can be GE approved. Modifications include the addition of ASTR lecture courses as prerequisites and addition of a lab manual.

1. Action on the requisite:
2. Action on the course: Joe Ryan moved to approved item 9g. Amy Dauffenbach seconded the motion. The motion passed by majority vote. Abstention by J. Word.

9h. FIRE 140 Fire Technology Academy: Description, requisite

Lisa Abbott described the modifications to FIRE 140 as follows: removed one of the tests from course description and lowered the pass rate from 80% to 70% for qualification for the fire academy. The modifications were mandated by the State.

1. Action on the requisite:
2. Action on the course: Amy Dauffenbach motioned to approve item 9h. Saki Cabrera seconded the motion. Motion pass unanimously.

9i. BIO 018 Biology of Sex

No Action. Item was removed from the agenda.

9j. HORT 006 Identification and Ecology of Landscape Plant Materials: C-ID AG-EH 108L, Course Description, Requisite, Assignments, Textbooks, Objectives, SLOs, Content

Lisa Abbott said modifications to HORT 006, 050, 055, and 101 were made to the course description in order to align with the C-ID.

1. Action on the course: Debra Berrett moved to group and approve the HORT items 9j, 9k, 9l, and 9m together. It was seconded by Amy Dauffenbach. Motion passed unanimously.

9k. HORT 050 Introduction to Horticulture: C-ID AG-PS 106L, Course Description, Textbooks, Objectives, SLOs, Content

1. Action on the course: Approved with item 9j

9l. HORT 055 Soils and Fertilizers: C-ID AG-PS 128 L, Course Description, Requisite, Assignments, Textbooks, Objectives, SLOs, Content

1. Action on the course: Approved with item 9j

9m. HORT 101 Plant Propagation and Production: C-ID AG-EH 116 L, Course Description, Requisite, Assignments, Textbooks, Objectives, SLOs, Content

1. Action on the course: Approved with item 9j

10. Course Inactivation

There were no items in this section.

11. Curriculum Review

There were no items in this section.

12. New Program

12a. Human Services and Social Work A.A.-T

Saki Cabrera presented the HSW AA-T, AA, and Certificate. The title change is from Human Services to "Human Services and Social Work". COUN 62 is not a prerequisite or advisory course. The program courses were changed to incorporate the prefix/numbering changes of courses that were formerly HS.

Saki Cabrera motioned to group items 12a, 13a, 13b. Debra Berrett seconded the motion. The motion passed unanimously.

	<ol style="list-style-type: none"> Action on the Program: Debra Berrett motioned to approve the grouped items. It was seconded by Mark Berrett. Items 12a, and 13a, 13b were approved with the following votes: Committee members voting Yes: L. Neeley, D Berrett, I. Anderson, J Word, M Macalino, M Berrett, S. Cabrera. Committee members voting No: A. Dauffenbach Abstentions: G. Cain, T. Yumae
13. Program Modification	<p>13a. Human Services and Social Work A.A.: Title Courses</p> <ol style="list-style-type: none"> Action on the Program: Approved with item 12a. <p>13b. Human Services and Social Work Certificate of Achievement: Title, Courses</p> <ol style="list-style-type: none"> Action on the Program: Approved with item 12a. <p>13c. Business Administration A.S.-T: Courses as required from updated TMC Lisa Neeley presented Business Administration AS-T. The changes made to align with the TMC were the addition of MATH 030, and removal of CIS 001 and CIS 050.</p> <ol style="list-style-type: none"> Action on the Program: Mark Berrett moved to approve item 13c. Lisa Neeley seconded the motion. The motion passed unanimously.
14. Program Inactivation	<p>There are no items in this section.</p>
15. High School Articulation	<p>There were no items in this section.</p>
16. Report from Assessment Coordinator, Andrew Wesley	<p>There were no items in this section.</p>
17. Report from the Curriculum Committee Chair, Sarah Barsness	<p>There were no items in this section.</p>
18. Report from VP of Academic Affairs, David Williams	<p>There were no items in this section.</p>

**19. Report from the
Articulation Officer,
Ashlie Lawson**

There were no items in this section.

**20. Report from
Curriculum Analyst,
Lisa Abbott**

There were no items in this section.

21. Other

22. Open Discussion

23. Adjournment

The meeting adjourned at 4:43 pm.

ALL MEETINGS WILL BE HELD STARTING AT 1:30 PM ON ZOOM UNLESS OTHERWISE NOTED:

AUGUST 24, 2021