



Curriculum Committee

Minutes for October 20, 2016

12:30pm

Berger Faculty Innovation Center

Members Present: Donna Greene (Chair), Mike Gladych, Lisa Soccio, Scott Ventura, Maria Elena Diaz, Elise King, Sarah Gaete, Wendy Ansley, Jon Fernald, Dan Kleinfelter, Alexa Sawa, Sara Butler, Adam Uhlhorn

Others: P. Ralston, J. Magbuhat

Guests: Kim Dozier, Christine Schaefer, Germaine Cathcart, Sheila McKnight, George Brown

1. Call to Order and Quorum 12:38

2. Action Items

2.1 Agenda Approved as amended adding 3.4 Curriculum Training

2.2 Approval of Minutes October 4, 2016

Motion: A. Sawa, 2nd

Approved

2.3 Consent Agenda

2.3.1 COURSE DEACTIVATION:

- 1) ART-001C Advanced Drawing & Composition
- 2) ART-005C Advanced Figure Drawing
- 3) ART-006B Advanced Design & Color
- 4) ART-020C Advanced Ceramic Sculpture
- 5) ASC-005 Tutoring Training
- 6) ASC-100 Supervised Tutoring

2.3.2 COURSE MODIFICATION:

- 1) ESYS-002 Electricity & Electrical Theory
- 2) J-004A Basic Newspaper and Internet Production
- 3) J-004B Intro to Newspaper and Internet Editing and Design
- 4) J-004C Intro to Newspaper and Internet Management
- 5) MATH-054 Beginning Algebra
- 6) MC-005 Introduction to Public Relations
- 7) MUS-002 Music Theory II
- 8) PSY-025 Intro/Research Methods for Soc Sciences
- 9) RTV-005 Radio & Television Writing; Textbook update.
- 10) AJ-001 Introduction to Criminal Justice
- 11) AJ-002 Concepts of Criminal Law
- 12) AJ-003 Legal Aspects of Evidence
- 13) AJ-004 Criminal Court Process
- 14) AJ-005A Community and the Justice System
- 15) AJ-006 Criminal Investigation
- 16) AJ-009 Traffic Enforcement
- 17) AJ-010 Juvenile Procedures

- 18) AJ-016 Narcotics Control
 - 19) AJ-021 Introduction to Forensics
 - 20) AJ-024 Report Writing
 - 21) AJ-030 Introduction to Corrections
 - 22) ART-007B Intermediate Ceramics
 - 23) BUAC-003 Accounting for Government and Non-Profit
 - 24) BUAC-004A Individual Income Tax
 - 25) BUAC-005 Tax Accounting II
 - 26) BUAC-013 Payroll Accounting
 - 27) BUAC-020A Financial Accounting
 - 28) BUAC-020B Managerial Accounting
 - 29) BUAC-050 Accounting in the Business Environment
 - 30) CIS-072D Excel
 - 31) HSAD-036 Counseling Diverse Populations
 - 32) KINE-093 Water Fitness
 - 33) MATH-012 Pre-calculus
 - 34) MUS-021A Piano I
 - 35) MUS-021B Piano II
 - 36) MUS-021C Piano III
 - 37) MUS-033 Symphonic Band
 - 38) NR-001L Conservation of Natural Resources Lab
 - 39) NR-003 Introduction to Wildlife Management
 - 40) NR-020 GPS and Map Use
 - 41) NR-050 Winter Birds
 - 42) NR-051A Migrant Birds – Fall
 - 43) NR-051B Migrant Birds – Spring
 - 44) NR-058 Reptiles of the Coachella Valley
 - 45) TA-009 Stagecraft; PERIODIC REVIEW: Update texts, content, SLOs, assignments, methods of instruction, methods of evaluation
 - 46) FIRE-001 Principles of Emergency Services
 - 47) FIRE-002 Fire Prevention
 - 48) FIRE-004 Building Construction for Fire Protection
 - 49) FIRE-005 Fire Behavior & Combustion
 - 50) FIRE-007 Principles of Fire & Emergency Services Safety & Survival
- C-ID Alignment: Modify catalog/schedule descriptions, objectives, content, assignments, and textbook.
- 51) PS-001 Introduction to Government; Modify course content and assignments.
 - 52) PS-002 Introduction to Comparative Governments; Update textbook and methods of instruction.
 - 53) PS-003 Introduction to Political Theory; Update textbooks, SLOs, objectives, content and assignments for articulation approval from more UCs.

Motion: E. King, 2nd

Approved

2.4 Course Modifications

- 1) AGPS-005 Plant Science

Motion: S. Ventura, 2nd

Discussion: Add distance education modality. Simple update, no lab.

Approved

- 2) BI-014 Human Anatomy And Physiology II
- 3) BI-015 General Microbiology

Motion: A. Sawa, 2nd

Discussion: Add CHEM-005 as an alternate prerequisite to CH-004, update textbooks.

Approved

- 4) BUAC-051 Accounting for Non-Accountants

Motion: S. Ventura, 2nd

Discussion:

- PERIODIC REVIEW: Change title from: Survey of Accounting to: Accounting for Non-Accountants.
- Advisory committee suggestion. Some people thought it was clearer
- Suggestion to look at making it transferrable

Approved

5) CS-008 Computer Architecture and Organization

Motion: S. Ventura, 2nd

Discussion: Units **from:** 4 (3 lec + 1 lab) **to:** 3 (2 lec + 1 lab), Contact Hours **from:** 108 (54 lec + 54 lab) **to:** 90 (36 lec + 54 lab).

Approved

6) CSFM-079C I-300: Intermediate ICS

Motion: S. Ventura, 2nd

Discussion:

- State revamped class. Changed hours to reflect State Fire Marshal curriculum, from: 45 (18 lec + 27 lab) to: 27 lecture hours.
- Certificate and transferrable, content same.

Approved

7) FIRE-003 Fire Protection Systems

Motion: S. Ventura, 2nd

Discussion:

- C-ID Alignment: Change title from: Fire Protection Equipment & Systems to: Fire Protection Systems,
- modify catalog/schedule descriptions, objectives, content, assignments, and textbook.
- Required for Fire Tech degree

Approved

9) RTV-009 Introduction to Media Writing for Film, TV and the Web

Motion: M. Gladych, 2nd

Discussion:

- Add Prerequisite: ENG-001A for UC transfer alignment based on suggestion
- UC for transfer wanted composition
- CID alignment not known yet

Approved

2.5 New Courses

1) ACR-91 Advanced Building Control Networks

Motion: S. Ventura, 2nd

Discussion

- Geared towards commercial side
- Needed for community demands
- Textbook used by industry is actually a manual
- Suggestion to change "textbook" to manual

Approved with change of textbook to manual

2) HIST-005 History of Western Civilization I

Motion: S. Butler, 2nd

Discussion: In demand major, has CID (History, not Art History)

Approved

3) ESLN-360A Vocational ESL for the Workplace I (See new certificate, # 2.6.2 below)

4) ESLN-360B Vocational ESL for the Workplace II (See new certificate, # 2.6.2 below)

5) ESLN-389A ESL – Introductory Computer Skills (See new certificate, # 2.6.2 below)

Motion: ME Diaz, 2nd

Discussion:

- Finding and retaining employment
- Learning and practicing language
- Mock interviews and understanding technology

Approved

6) KINE-037/337 Physical Training for the Public Safety Academy (Stand-alone courses)

7) KINE-038/338 Advanced Physical Training for Public Safety Academy (Stand-alone courses)

Motion: W. Ansley, 2nd

Discussion

- Exceeds Mt Sac course
- Addresses failure rate in fire academy related to fitness skills
- Endurance and strength to pass tests for fire academy
- Counts towards PE requirement

Approved

8) KINE-301 Advanced First Aid and Safety (See new certificate, # 2.6.3 below)

9) KINE-302 Advanced CPR and AED (See new certificate, # 2.6.3 below)

Motion: W. Ansley, 2nd

Discussion: For students and community to recertify and go back in to workforce

Approved

10) KINE-303 Lifeguard Training I, CPR, AED, and First Aid (See new certificate, # 2.6.4 below)

11) KINE-304 Lifeguard Training II (See new certificate, # 2.6.4 below)

Motion: W. Ansley, 2nd

Discussion: Needed for hotels, golf courses, parks, etc.

Approved

12) KINE-306 Water Safety Instructor I (See new certificate, # 2.6.5 below)

13) KINE-307 Water Safety Instructor II (See new certificate, # 2.6.5 below)

Motion: W. Ansley, 2nd

Discussion: Advisory team; job opportunity for training safety of infants, children, adults

Approved

14) CSFM-083A Company Officer 2A: Human Resource Management

15) CSFM-083B Company Officer 2B: General Administrative Functions

16) CSFM-083C Company Officer 2C: Fire Inspections and Investigations

17) CSFM-083D Company Officer 2D: All Risk Command Operations

18) CSFM-083E Company Officer 2E: Wildland Incident Operations

Motion: S. Ventura, 2nd

Discussion:

- For career firefighters, State fire training required
- Shorter in length, part of degree program electives

Approved

19) CSFM-084A Instructor I: Instructor Methodology

Motion: S. Ventura, 2nd

Discussion: 2nd component for officer certificate – how to teach, week long

Approved

- 20)CSFM-085A Fire Inspector 1A: Duties and Administration
- 21)CSFM-085B Fire Inspector 1B: Fire and Life Safety
- 22)CSFM-085C Fire Inspector 1C: Field Inspection
- 23)CSFM-085D Fire Inspector 1D: Field Inspection-California Specific

Motion: S. Ventura, 2nd

Discussion: Replaces fire prevention that will expire 2016

Approved

- 24)MATH-370A Arithmetic of Whole Numbers – Module 1 (See new certificate, # 2.6.8)
- 25)MATH-370B Arithmetic of Whole Numbers – Module 2 (See new certificate, # 2.6.8)
- 26)MATH-370C Arithmetic of Integers – Module 1 (See new certificate, # 2.6.6)
- 27)MATH-370D Arithmetic of Integers – Module 2 (See new certificate, # 2.6.6)
- 28)MATH-370E Arithmetic of Rational Numbers – Module 1 (See new certificate, # 2.6.7)
- 29)MATH-370F Arithmetic of Rational Numbers – Module 2 (See new certificate, # 2.6.7)

Motion: D. Kleinfelter

Discussion: Non-credit helps students who struggle in credit courses, self-paced

Approved

2.6 New Programs

2.6.1 ASSOCIATE IN ARTS IN MUSIC FOR TRANSFER DEGREE (Music AA-T)

Required Core:

MUS-001	Music Theory I	4
MUS-002	Music Theory II	4
MUS-003	Music Theory III	4
MUS-004	Music Theory IV	4
MUS-099A,B	Applied Music (4 semester, 0.5 unit each)	2
Large Ensemble: (4 semesters, 1 unit each) Select from the following courses:		4
MUS-027	Jazz Band	
MUS-028	Jazz Ensembles	
MUS-029	Jazz Singers	
MUS-031	Chamber Singers	
MUS-033	Symphonic Band	
Required Subtotal 22		
General Education Pattern, IGETC		37
Transferable Electives (as needed to reach 60 transferable units)		1
DEGREE TOTAL 60		

Motion: L. Soccio, 2nd

Discussion: Darlene Romano and Anthony Fesmire worked together on this

Approved

2.6.2 VOCATIONAL ESLN CERTIFICATE OF COMPLETION

Core Courses:

ESLN-360A	Vocational ESL for the Workplace I
ESLN-360B	Vocational ESL for the Workplace II

Elective Course:

ESLN 389A	ESL – Introductory Computer Skills
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Motion: ME Diaz, 2nd

Approved

2.6.3 ADVANCED FIRST AID AND SAFETY, CPR/AED CERTIFICATE OF COMPLETION (for School Dean approval)

Required Courses

KINE-301	Advanced First Aid and Safety
KINE-302	Advanced CPR and AED

2.6.4 LIFEGUARD TRAINING CERTIFICATE OF COMPLETION (for School Dean approval)

Required Courses

KINE-303	Lifeguard Training I, CPR, AED and First Aid 0
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KINE-304 Lifeguard Training II

2.6.5 WATER SAFETY INSTRUCTOR CERTIFICATE OF COMPLETION (for School Dean approval)

Required Courses

KINE-306 Water Safety Instructor I

KINE-307 Water Safety Instructor II

Motion: W. Ansley 2nd

Approved

2.6.6 INTEGERS CERTIFICATE OF COMPLETION

Required Courses

MATH-370C Arithmetic of Integers-Module 1

MATH-370D Arithmetic of Integers-Module 2

2.6.7 RATIONAL NUMBERS CERTIFICATE OF COMPLETION

Required Courses

MATH-370E Arithmetic of Rational Numbers-Module 1

MATH-370F Arithmetic of Rational Numbers-Module 2

2.6.8 WHOLE NUMBERS CERTIFICATE OF COMPLETION

Required Courses

MATH-370A Arithmetic of Whole Numbers-Module 1

MATH-370B Arithmetic of Whole Numbers-Module 2

Motion: D. Kleinfelter, 2nd

Approved

2.6.9 MUS-050A Beginning Jazz/Rock Guitar (From Oct 4)

Motion: M. Gladych

Discussion: Added lab content and how it would be reviewed

Approved

3. Information/Discussion Item(s)

3.1 Curriculum Timeline: 1st and 2nd Readings Feedback

- Good idea, need possible emergency process –petition for exception
- Provides full vetting through whole College
- Resolution in Spring to implement Fall 2017

3.2 Online Labs Feedback from Kim Dozier

- Moved to Action next meeting
- Handout provided
- Soft copy will be emailed for review

3.3 Worksheet v. Curricunet for Course Proposals and Approvals

- Format difficult to edit, can't save
- Form used to create 2 new courses – boxes aren't large enough. Embedded links good.

3.4 Curriculum Training

- Friday, October 28th 9-3

4. Adjournment 2:15

Next Meeting:

Tuesday, November 1, 2016 – 12:30pm

Berger Faculty Innovation Center