

In Attendance:

Dee Aceves, Curriculum Co-Chair (Faculty); Marshall T. Fulbright III, Curriculum Co-Chair (VPAA); Liz Barrow, Allied Health & Nursing (AHN); Caylor Cuevas, Counseling (COUN); Jeanette Calo, Arts, Languages & Communication (ALC); Carl Fielden, Accessibility Resource Center (A.R.C.); Felicia Kalker, Learning Technology Resources (LTR); Sharon Sampson, Career & Tech.Ed./Workforce Dev. (CTE/WD); Karen Hern, Career & Tech Ed./Workforce Dev. (CTE/WD); Raymundo Quezada, English, Social/Behavioral Sci.(ESBS); Sebastien Cormier, Math, Nat.Sci. & Exer.Sci.&Wellness (MNSESW); Jason Stevens, Member at Large; Angela DiDomenico, Math, Nat.Sci. & Exer.Sci.&Wellness (MNSESW); Javier Ayala, Dean, CTE/WD; Tenille Venard, Evaluations Advisor; Jose Contreras Jr., Instructional Ops. Supervisor; Bobbi Prilaman, Instructional Operations Assistant; Dave Dillon, Distance Education (DE) Coordinator

Not in Attendance:

Hadeel Yaqoub, Arts, Languages & Communication (ALC); Alan Traylor, English, Social/Behavioral Sci. (ESBS); Aundrea Kaiser, ASGC Student Representative; Martha Clavelle, Dean, Counseling

- I. **Call to Order** – Dee Aceves called the meeting to order at 2:06PM
- II. **Approval of Meeting Summary from 11/30/2021**
 - a. APPROVED: Sampson/Barrow motion to approve the minutes from Nov. 30, 2021.
 - b. Vote: 17 Yes, (0) No, (1) Abstentions
- III. **Introductions**
- IV. **Curriculum Proposals Review (CPR)**
 - a. Approx. 90 proposals on CPR for this round (see list below)
 - b. Consent Calendar/Presentations on Feb. 22, 2022
 - c. **PROPOSALS:**

ADMINISTRATION OF JUSTICE

- Course Modification: **AOJ 215**
- Program Modifications: **Corrections (AS/COA), Forensic Technology (AS/COA), Law Enforcement (AS/COA), Security Management (AS/COA)**
 - For Forensic Technology, Venard Suggested using “or” statement to assist with modification of major process
 - Corrections (AS/COA) and Law Enforcement (AS/COA) will need the narrative on the back end before updating

AMERICAN SIGN LANGUAGE

- Course Modifications: **ASL 140, 221**
 - Barrow noted that the content review was missing for ASL 221
 - The request will be made to have it ready before consent calendar

ANTHROPOLOGY

- Program Modification: **Anthropology, AA-T**
 - Suggested edits to paperwork for how it should read into the catalog

BIOLOGY

- Course Addition: **BIO 100**
 - Barrow: Why was a permanent COR provided since the course hasn't been run yet?
 - Aceves: To avoid gap year and offer it in the fall to have it in the catalog
 - Venard: Will this be a credit course or non-degree course? Most support classes tend to be non-credit.
 - Aceves: Will follow up to address credit issue. Might be due to confusion when form was submitted.
 - Ayala: Instructional Facilities is more complicated than a standard classroom. They are requesting a few things beyond what is included in standard classroom. Suggestion is that it gets classified differently.
 - Aceves: Suggestion can be made to list standard classroom and then biological lab equipment to be consistent with other courses.
 - Aceves: This course has some overlap with counseling courses. LOI was sent to counseling and will have a few changes on final revision.
- Course Modifications: **BIO 132**

BUSINESS – International Business (IB)

- Course Additions: **BUS 259, 260, 261, 262, 263, 264**
 - Cormier: The numbering for BUS 261 needs to be fixed. Clerical error
 - Hern: Suggested edit for BUS 264 to rephrase course content question
- Program Addition: **Global Trade Operations; Supply Chain Management – COA**
 - Ayala: This will be the first supply chain certificate in the region
 - Hern: Will send over minor edits
- Program Modifications: **Marketing (AA/COA)**

BUSINESS OFFICE TECHNOLOGY

- Course Modifications: **BOT 101A, 101B, 102A, 102B, 103A, 103B, 103C, 107, 132, 160, 171**
 - Barrow: (BOT 101B) There is inconsistency with entrance/exit skills and wants to make sure it all matches. Entrance Skills should be a required field on formstack
 - Aceves: Will need to follow up on numbers/typing and matching entrance and exits skills.

CARDIOVASCULAR TECHNOLOGY

- Course Additions: **CVTE 130, 220, 250**
- Program Modification: **Cardiovascular Technology (AS)**

COMPUTER SCIENCE INFORMATION SYSTEMS

- Course Additions: **CSIS 070, 071,072**
 - Ayala: Track record shows demand. This will become non-credit certificate (career development/career prep certificate)
 - Kalker: These courses marked as “Library resources not adequate”
 - Ayala will follow up with instructor to see what library can use to support drone program
 - Barrow: Forms were inconsistent with student age requirement
 - Aceves: CSIS consultant is waiting to hear back about age being lowered so high school students enrolled could register for course
 - Barrow: Prerequisite was unclear
 - Ayala: If you have license, you can get into next course without having to take first course.
 - Barrow: Suggestion of different wording

CULINARY ARTS

- Program Modifications: **Culinary Arts (AA/COA); Culinary Entrepreneurship (AA/COA); Banquet Cook (COA); Prep Cook (COA); Pastry Arts (AA/COA)**

ENGLISH

- Course Addition: **ENGL 040**
 - This class would be additional unit to a student that already took an English course.
 - Quezada: From social science aspect, if faculty can identify student within first two weeks, they can recommend course to assist with Social Science writing
 - Fulbright: What is being covered in this class that is not covered in ENG 120 or other English courses? Suggestion would be to take English course to support their writing and utilize other campus resources such as the writing center. Also have the course make the recommendation that students enroll in English writing course.
 - Kalker: Library provides research support to all courses
 - Fulbright: These are the same learning outcomes from other courses. We already have courses and support services available that can be utilized without adding to a student’s load.
 - Venard: Adding on another non-degree unit would not be covered by financial aid.

Committee agreed by consensus to invite the department to a proposal review meeting to discuss their proposal.

ENGLISH AS A SECOND LANGUAGE (ESL)

- Course Addition: **ESL 098C, 108**
 - Fulbright: Would like to hear more about this. Wants to make sure the efforts are student centered and are pedagogically needed, rather than the students needing more units.
 - Venard: ESL students already struggle to get into these classes and the sequence will make things more difficult. Prerequisites need to be clear and it brings a lot of confusion to students.
 - Fulbright: Hope we are not utilizing curriculum for enrollment management strategies, but rather what the students need to be successful.

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- Cuevas: So much similarity of what is taught in Counseling 120. Are we duplicating classes that are already helping students?
- Fulbright: We need to trust our colleagues to support our students in other areas and send them to learn these skills instead of creating courses. Creating more courses will result in multiple classes being low enrolled.
- **Will bring in ESL with English and address need for course at next curriculum review meeting**
- Course Modifications: **ESL 098P (Number Change to ESL 093), 105**
 - **Venard:** 105 is listed as non-degree in catalog (clerical error) and needs to be corrected

Committee agreed by consensus to invite the department to a proposal review meeting to discuss their proposals.

ETHNIC STUDIES

- Program Modifications: **Cross-Cultural Communication Skills (COP); Cross-Cultural Skills with Conversational Level Second Language (COP); Cross-Cultural Competence (COP)**

EXERCISE SCIENCE

- Course Additions: **ES 016A, 016B, 016C, 022, 061A, 061B, 061C, 264**
 - Barrow: They did an exceptional job with content review. Would be a good example for people to refer to in the future.
- Course Modifications: **ES 001, 002, 039, 043A, 043B, 043C**
- Distance Education: **ES 016A, 016B, 016C, 022**
- Program Modifications: **Exercise Science (AS); Kinesiology, AS-T**
- GE Addition – Area E: **ES 016A, 016B, 016C, 022, 061A, 061B, 061C**

MEDIA COMMUNICATIONS

- Program Modifications: **Journalism, AA-T; Media Communications (AA)**

PHILOSOPHY

- Program Modifications: **Philosophy (AA)**

POLITICAL SCIENCE

- Program Addition: **Latin American Studies (AA/COA)**
- Program Modification: **Political Science, AA-T; Political Science (AA)**

PSYCHOLOGY

- Program Modifications: **Psychology, AA-T**

RELIGION

- Course Addition: **RELG 165**
- Course Modification: **RELG 140**
- Distance Education: **RELG 165**
- GE Addition – Area G: **RELG 165**

RESPIRATORY THERAPY

Program Modification: **Respiratory Therapy (AS)**

SOCIOLOGY

Program Modification: **Sociology, AA-T**

- V. **GE Additions (Course Additions on Dec. 14, 2021 Board Packet)**
 - a. ETHNIC STUDIES
GE Addition – Area D: ETHN 160*, 161* (* denotes cross-listed course)
 - b. HISTORY
GE Addition – Area D: HIST 160*, 161* (* denotes cross-listed course)
 - c. MEDIA COMMUNICATIONS
GE Addition – Area D: MCOM 250

- VI. **Chair Report** – The Chair will review as many items as is reasonable and will not exceed the regular meeting time. Remaining items will be rolled over to the next meeting.
 - a. CMS Update: Putting together a project charter and in purchasing. Hoping for more info in March.
 - b. Proposal Timeline: Idea of moving up proposal deadline to end of semester to help with CMS preparations
 - c. GE Subcommittee & Ethnic Studies: Postponed for now
 - d. Ethnic Studies @ CCCs: Will know more at end of spring semester

- VII. **Information/Other Items:** The committee will review as many items as is reasonable and will not exceed the regular meeting time. Remaining items will be rolled over to the next meeting.