



**Curriculum Committee**

Reviews and recommends to the College President all new courses, new programs, modifications to existing courses and programs, and graduation requirements. This committee's charge include these academic and professional matters as identified in Education Code 53200(c): curriculum, including establishing prerequisites and placing courses within disciplines; degree and certificate requirements; and educational program development.

**GOALS for 2019-2020**

*Continue implementation of course cycle of review (5-Year Review)*

- Become proficient in using CourseLeaf
- Continue implementation of COR/program review
- Ensure curriculum compliance with Title 5 regulations
- Review and if necessary update adopted ADTs for SB 1440 compliance
- Become familiar with course and program submission timeline, necessary documentation, and approval process
- Become familiar with various curriculum actions and their approval processes and timelines
- Become more efficient in communicating curricular information to departments and divisions
- Review and if necessary update courses that have been aligned with C-ID descriptors
- Continue implementation of CTE 2-year program review processes
- Adopt review and approval processes of noncredit curriculum in accordance with Title 5 regulations
- Establish procedures for noncredit curriculum offerings

Curriculum Committee:	Members	Alternate
Co-chair, Interim VPAA (tie-breaking vote)	<input checked="" type="checkbox"/> Mary Rees	
Co-chair, Faculty (tie-breaking vote)	<input checked="" type="checkbox"/> Letrisha Mai	
Co-chair, Faculty (tie-breaking vote)	<input checked="" type="checkbox"/> Scarlet Relle	
AFT Representative (non-voting)	<input type="checkbox"/> Rex Edwards	
Academic Data Specialist (non-voting)	<input type="checkbox"/> Alan Courter	
Academic Senate President (ex officio, non-voting)	<input checked="" type="checkbox"/> Nenagh Brown	
CTE Faculty Liaison (non-voting)	<input checked="" type="checkbox"/> Christy Douglass	
Curriculum Technician (non-voting)	<input checked="" type="checkbox"/> Ana Barcenas	
Student Representative (non-voting)	<input type="checkbox"/> Vacant	
<b>Faculty member per department (Quorum is 12 out of 23 voting members)</b>		
Articulation Officer	<input checked="" type="checkbox"/> Letrisha Mai	
Dean	<input type="checkbox"/> Oleg Bepalov	
Dean	<input type="checkbox"/> Howard Davis	
Dean	<input checked="" type="checkbox"/> Carol Higashida	
ACCESS/Learning Skills	<input checked="" type="checkbox"/> Silva Arzunyan	<input type="checkbox"/> Jolie Herzig
Behavioral Sciences	<input checked="" type="checkbox"/> Veronique Boucquey	
Business	<input checked="" type="checkbox"/> Ruth Bennington	<input type="checkbox"/> Josepha Baca
Chemistry & Earth Sciences	<input type="checkbox"/> Robert Keil	
Child Development/Education	<input checked="" type="checkbox"/> Shannon Coulter	<input type="checkbox"/> Cindy Sheaks-McGowan
Counseling	<input checked="" type="checkbox"/> Jodi Dickey	
EATM	<input type="checkbox"/> Cindy Wilson	
English/ESL	<input type="checkbox"/> Wade Bradford	
Health Sciences	<input checked="" type="checkbox"/> Olga Myshina	
Kinesiology, Athletics & HED	<input type="checkbox"/> Brock Cushman	<input type="checkbox"/> Remy McCarthy
Librarian	<input checked="" type="checkbox"/> Mary LaBarge	<input type="checkbox"/> Danielle Kaprelian
Life Sciences	<input checked="" type="checkbox"/> Beth Miller	
Mathematics	<input type="checkbox"/> Renée Butler	
Media Arts & Communication Studies	<input checked="" type="checkbox"/> Candice Larson	
Performing Arts	<input checked="" type="checkbox"/> Robert Salas	<input type="checkbox"/> Nathan Bowen
Physics, Astronomy & Engineering	<input type="checkbox"/> Erik Reese	
Social Science	<input type="checkbox"/> Christian Beam	<input type="checkbox"/> Hugo Hernandez
Visual Arts	<input type="checkbox"/> Clare Sadnik	
World Languages	<input type="checkbox"/> Perry Bennett	

Minutes

**Disciplines due for curriculum review**

Fall 2019	Spring 2020
<ul style="list-style-type: none"> <li>Tech Review 9/5:</li> </ul>	<ul style="list-style-type: none"> <li>Tech Review 1/16:</li> </ul>
<b>New</b> Engineering Technology (ENGT)	Physical Science (PHSC); Physics (PHYS)
Computer Networking Systems Engineering (CNSE)	<ul style="list-style-type: none"> <li>Tech Review 2/6 and 2/20 and 3/5:</li> </ul>
<b>New</b> Business Information Systems (BIS)	Music (MUS)
<ul style="list-style-type: none"> <li>Tech Review 9/19 and 10/3:</li> </ul>	<ul style="list-style-type: none"> <li>Tech Review 3/5:</li> </ul>
Film Television Media (FTVM)=Film Television Media Arts (FTMA)	Humanities (HUM); Health Education (HED)
FTVM/FILM=FTMA	<ul style="list-style-type: none"> <li>Tech Review 4/2 and 4/6 and 4/30:</li> </ul>
<ul style="list-style-type: none"> <li>Tech Review 10/17:</li> </ul>	Kinesiology (KIN)
Health Science (HS); Nutritional Science (NTS); Journalism (JOUR)	Intercollegiate Athletics (ICA)
<ul style="list-style-type: none"> <li>Tech Review 11/7 and 11/21:</li> </ul>	
Engineering (ENGR); Computer Information Systems (CIS) & (BIS)	
<ul style="list-style-type: none"> <li>Tech Review 12/5:</li> </ul>	
Biotechnology (BIOT); Learning Skills (LS); Work Experience (WEXP)	

**I. CALL MEETING TO ORDER**

- Meeting began at 1:03pm
- Guests: Gilbert Downs, Ed Garcia, Monica Garcia, Beth Gillis-Smith, Sharon Macias, Vance Manakas, Felix Masci, and Esmaail Nikjeh.

**II. PUBLIC COMMENTS AND AMENDMENT TO THE AGENDA**

**III. REVIEW AND APPROVAL OF MINUTES FROM MARCH 17, 2020**

Co-Chair Scarlet Relle called for a motion to approve the March 17, 2020, Meeting Minutes. Letrisha Mai motioned for approval. Mary LaBarge seconded the motion. The motion carried with no votes against and three abstentions: Veronique Boucquey, Letrisha Mai, and Robert Salas.

**IV. CURRICULUM REVIEW AND APPROVAL OF COURSE(S) AND PROGRAM(S)**

**A. Consent Agenda**

**1. Outline Revision(s):**

Course	Units	GE	DE	C-ID	Title	Effective Semester	Notes
DANC M20A	2	E2			Movement Improvisation I	Fall 2020	Approved with 12 votes.

**2. Course Deletion(s):**

Course	Units	GE	DE	C-ID	Title	Effective Semester	Notes
CNSE M35	1.5				SQL Server Administration	Fall 2020	Approved with 12 votes.
CNSE M37	1.5				Exchange Server Implementation and Administration	Fall 2020	Approved with 12 votes.
CNSE M39	1.5				SQL Server Implementation	Fall 2020	Approved with 12 votes.



CNSE M42	2.5		X		Windows Server Active Directory Services	Fall 2020	Approved with 12 votes.
CNSE M43A	3		X		MS Windows Server Network Infrastructure Administration	Fall 2020	Approved with 12 votes.
CNSE M58	2		X		MySQL-PHP Web Databases	Fall 2020	Approved with 12 votes.
CNSE M59	2				Windows Desktop Support	Fall 2020	Approved with 12 votes.
CNSE M62	3		X		Configur. Server App. Infastru	Fall 2020	Approved with 12 votes.
CNSE M63	3		X		Windows Serv. Enterprise Admin	Fall 2020	Approved with 12 votes.

**3. Curricular Modification(s): no items to discuss.**

**4. Revised Program(s):**

- a. L. Mai: updating programs and added some new courses.

Title	Award Type	Effective Semester	Notes
Geography	AA-T	Fall 2020	Approved with 12 votes.
Hospitality Management	AS-T	Fall 2020	Approved with 12 votes.
Hospitality Management	COA	Fall 2020	Approved with 12 votes.
Theatre Arts	AA-T	Fall 2020	Approved with 12 votes.

**B. Action Agenda:**

**1. New Course(s):**

- a. F. Masci: BIS M10 and M26 are part of a certificate.
- b. B. Gillis-Smith: noncredit course for students that want to become tutors.
- c. E. Nikjeh: CSM10DS is part of a new certificate coming soon.
- d. R. Salas: added DANC M20AH to give students options; DANC M70A-D series of family courses to help students cultivate needed performance skills for auditioning for dance teams associated with professional sports.
- e. C. Douglass: HOSP M170 and M200, new courses to offer students options.
- f. V. Manakas: KIN M55 course introduces mindful movement; intended to provided students options, and new courses coming soon.

Course	Units	GE	DE	C-ID	Title	Effective Semester	Notes
BIS M10	1.5		X		Microsoft Windows – Introduction	Fall 2020	Approved with 12 votes.
BIS M26	1.5		X		MS Project – Introduction	Fall 2020	Approved with 12 votes.
COL M902	16 hours				Tutoring Methods	Fall 2020	Approved with 12 votes.
CS M10DS	3		X		Introduction to Data Science	Fall 2020	Approved with 12 votes.
DANC M20AH	2				Honors: Movement Improvisation I	Fall 2021	Approved with 12 votes.
DANC M70A	2				MC Spirit Practice and Performance I	Fall 2021	Approved with 12 votes.
DANC M70B	2				MC Spirit Practice and Performance II	Fall 2021	Approved with 12 votes.
DANC M70C	2				MC Spirit Practice and Performance III	Fall 2021	Approved with 12 votes.
DANC M70D	2				MC Spirit Practice and Performance IV	Fall 2021	Approved with 12 votes.
HOSP M170	3		X	HOSP 170X	Hospitality Supervision and Guest Relations	Fall 2020	Approved with 12 votes.
HOSP M200	3		X		Introduction to Event Management	Fall 2020	Approved with 12 votes.
KIN M55	1				Mind Body Fitness	Fall 2020	Approved with 12 votes.



2. Revision(s): no items to discuss.

3. New Program(s):

a. F. Masci: new certificate with a total 24 units, and includes all new courses.

Title	Effective Semester	Notes
Business Information Systems	Certificate of Achievement	Approved with 12 votes.

V. DISCUSSION ITEMS:

A. Review and recommendation for change to the Decision-Making Handbook

- G. Downs: would like Classified Staff to be a voting member, in order to be part of every committee and have a voice.
- M. Rees: will research if there is a conflict of interest for Curriculum Technician to be a potential voting member.
- Discussion results: further discussion is needed before making a formal recommendation.

VI. REPORTS AND INFORMATION

A. Co-Chair Report

B. DTRW-I

C. Articulation

D. Subcommittee/Workgroups

E. New Curriculum Approvals at the State (CCCCO):

APPROVAL STATUS	COURSE NUMBER	UNITS	COURSE TITLE
3/16/20	BIS M21B	1.5	Microsoft Word – Advanced
3/16/20	BIS M22A	1.5	Microsoft PowerPoint – Intermediate
3/16/20	BIS M23A	1.5	Microsoft Excel – Intermediate
3/16/20	BIS M23B	1.5	Microsoft Excel – Advanced
3/16/20	BIS M25	1.5	Microsoft Outlook – Introduction
3/16/20	BUS M71	3	International Marketing
3/16/20	BUS M72	3	Global Supply Chain and Logistics
3/16/20	BUS M73	3	Import/Export Fundamentals
3/16/20	EATM M100	3	Introduction to Animal Science
3/16/20	EATM M101	1	Orientation to Veterinary Science
3/16/20	EATM M108	1	Animal Care Experience
3/16/20	EATM M109	3	Veterinary Field Work
3/16/20	ENGL M91AS	17.5 hours	English Composition Support
3/23/20	ENGR M912	8 hours	Bridge to ENGR M12 - Engineering Materials
3/23/20	ENGR M916	6 hours	Bridge to ENGR M16 - Engineering Statics and Strength of Materials
3/16/20	BIOL M12A	2	Environmental Control and Process Support
3/16/20	BIOL M12E	2	Business & Government Regulation
3/16/20	BIS M20	3	Microsoft Office - Introduction
3/16/20	EATM M110	2	Animal Nursing I



3/16/20	EATM M110L	2 1	Animal Nursing I Laboratory
3/16/20	EATM M112	2	Animal Nursing II
3/16/20	EATM M112L	1	Animal Nursing II Laboratory
3/16/20	EATM M114	2	Clinical Procedures in Animal Care I
3/16/20	EATM M114L	1	Clinical Procedures in Animal Care I Laboratory
3/16/20	EATM M116	2	Clinical Procedures in Animal Care II
3/16/20	EATM M116L	1	Clinical Procedures in Animal Care II Laboratory
3/16/20	EATM M118	2	Veterinary Clinical Pathology
3/16/20	EATM M118L	1	Veterinary Clinical Pathology Laboratory
3/16/20	EATM M119	2	Veterinary Radiography
3/16/20	EATM M119L	1	Veterinary Radiography Laboratory
3/16/20	EATM M120	3	Anatomy and Physiology of Animals
3/16/20	EATM M120L	1	Anatomy and Physiology of Animals Laboratory
3/16/20	EATM M121L	2	Large Animal Nursing Laboratory
3/16/20	EATM M124	2	Laboratory Animal Care
3/16/20	EATM M124L	3 1	Laboratory Animal Care Laboratory
3/16/20	EATM M125	1 3	Clinical Experience for Veterinary Technicians
3/16/20	EATM M180	3	Animal Health and Safety for the Veterinary Technician
3/16/20	EATM M190	3	Animal Nutrition
3/16/20	BUS M70	3	Introduction to International Business
3/6/20	LS M02	3	Basic Writing Skills
3/6/20	LS M02L	0.5	Writing Skills Laboratory
3/6/20	LS M03	3	Personal Development and Study Strategies

<b>Meeting Calendar 2019-2020</b>	
<b>CCCR</b>	
<b>1<sup>st</sup> Tuesday 1:00pm-2:20pm &amp; 3<sup>rd</sup> Tuesday 1:00-2:20pm</b>	
<b>2019</b>	<b>2020</b>
9/3/19	1/7/20
9/17/19	2/4/20
10/1/19	2/18/20
10/15/19	3/3/20
11/5/19	3/17/20
11/19/19	3/31/20
12/3/19	4/21/20
	5/5/20