



### 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 checked="" type="checkbox"/> Howard Davis	
Dean	<input checked="" type="checkbox"/> Carol Higashida	
ACCESS/Learning Skills	<input checked="" type="checkbox"/> Silva Arzunan	<input type="checkbox"/> Jolie Herzig
Behavioral Sciences	<input checked="" type="checkbox"/> Veronique Boucquey	
Business	<input type="checkbox"/> Ruth Bennington	<input checked="" 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 checked="" type="checkbox"/> Wade Bradford	
Health Sciences	<input 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 checked="" 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 checked="" 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
• Tech Review 9/5:	• Tech Review 1/16:
<b>New</b> Engineering Technology (ENGT)	Physical Science (PHSC); Physics (PHYS)
Computer Networking Systems Engineering (CNSE)	• Tech Review 2/6 and 2/20 and 3/5:
<b>New</b> Business Information Systems (BIS)	Music (MUS)
• Tech Review 9/19 and 10/3:	• Tech Review 3/5:
Film Television Media (FTVM)=Film Television Media Arts (FTMA)	Humanities (HUM); Health Education (HED)
FTVM/FILM=FTMA	• Tech Review 4/2 and 4/6 and 4/30:
• Tech Review 10/17:	Kinesiology (KIN)
Health Science (HS); Nutritional Science (NTS); Journalism (JOUR)	Intercollegiate Athletics (ICA)
• Tech Review 11/7 and 11/21:	
Engineering (ENGR); Computer Information Systems (CIS) & (BIS)	
• Tech Review 12/5:	
Biotechnology (BIOT); Learning Skills (LS); Work Experience (WEXP)	

**I. CALL MEETING TO ORDER**

- Meeting began at 1:05pm
- Guests: Nicole Block, Robert Darwin, Monica Garcia, Karin Johansson, Felix Masci, and Armine Torabyan.

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

- M. Rees: Thanked everyone in the group, and at Moorpark College for all of their work and support to transition, in a very short amount of time, to online student services and online teaching. Everything we do is to meet the needs of our students.
- S. Relle: Thanked the group, and faculty that presented at Technical Review for their cooperation to put forward our best efforts and Course Outlines of Record.
- F. Masci: Thanked the Curriculum Committee members and Technical Review Workgroup members for their help and patience.
- E. Reese: Congratulated Felix for receiving the Faculty of the Month award.

**III. REVIEW AND APPROVAL OF MINUTES FROM MARCH 31, 2020**

- Co-Chair Scarlet Relle called for a motion to approve the March 31, 2020, Meeting Minutes. Candice Larson motioned for approval. Silva Arzunyan seconded the motion. The motion carried with no votes against and two abstentions: Renee Butler, and Erik Reese.

**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
KIN M42	1	E2			Aerobic Dance Fitness	Fall 2020	Approved with 13 votes.
KIN M50	1	E2			Pilates Mat	Fall 2020	Approved with 13 votes.
KIN M51	1	E2			Core Stability and Stretch	Fall 2020	Approved with 13 votes.
KIN M52	1	E2			Core Fitness with Cardio	Fall 2020	Approved with 13 votes.
KIN M53	1	E2			T'ai Chi	Fall 2021	Approved with 13 votes.
RADT M02A	3				Radiographic Practice II	Fall 2020	Approved with 13 votes.
RADT M10A	2				Introduction to Radiologic Technology	Summer 2020	Approved with 13 votes.
RADT M11	1				Radiographic Lab I	Fall 2020	Approved with 13 votes.
RADT M12	1				Radiographic Lab II	Spring 2021	Approved with 13 votes.

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

Course	Units	GE	DE	C-ID	Title	Effective Semester	Notes
CIS M104	3				Microsoft Windows	Fall 2020	Approved with 13 votes.

**3. Curricular Modification(s):**

Course	Units	GE	DE	C-ID	Title	Effective Semester	Notes
HOSP M120	3		X	HOSP 120	Hospitality Cost Control	Fall 2020	Approved with 13 votes.
HOSP M130	3		X	HOSP 130	Introduction to Food and Beverage Management	Fall 2020	Approved with 13 votes.
HOSP M140	3		X	HOSP 140	Introduction to Hotel Management	Fall 2020	Approved with 13 votes.

**4. Revised Program(s): no items to discuss.****B. Action Agenda:****1. New Course(s):**

- a. F. Masci: BIS M921A is the noncredit version of BIS M21A.
- b. N. Block: FTMA M126B is an intermediate course; it provides more hands-on skills to further develop current skills.

Course	Units	GE	DE	C-ID	Title	Effective Semester	Notes
BIS M921A	78.75 Hours		X		MS Word – Intermediate	Fall 2020	Approved with 13 votes.
FTMA M126B	3		X		Non-Fiction/Reality Production II	Fall 2020	Approved with 13 votes.

**2. Revision(s):**

Course	Units	GE	DE	C-ID	Title	Effective Semester	Notes
PHOT M20	3		X		Intermediate Photography	Fall 2020	Approved with 12 votes.

**3. New Program(s): no items to discuss.**

**V. DISCUSSION ITEMS:**

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

- Discussion: Should Classified Staff member of Curriculum Committee be a voting member?
  - Committee members agreed Classified Staff member should not be a voting member.
- Timeline of Curriculum
  - Reviewed and revised document “3.7 Development and Approval of Curriculum.”

**VI. REPORTS AND INFORMATION**

**A. Co-Chair Report**

- Memorandum ES 20-12 from the CCC Chancellor’s Office regarding Distance Education (DE).
- Document plan: courses offered during the Summer 2020 and/or Fall 2020 must have a DE addendum approved by December 30, 2020.
- Courses not offered during Summer 2020 and/or Fall 2020 may add DE, and submit the courses through the standard curriculum approval process.
- Proposal: Curriculum team to help and process DE addendums during the summer, and ready for approval during Fall 2020 semester.
  - Faculty to be given Banner generated list of DE courses.
  - Faculty to verify DE courses by June 1, 2020, and provide DE addendum (template) information.
  - Curriculum team (Scarlet Relle, Letrisha Mai, and Ana Barcenas) to enter in CourseLeaf.
  - Courses with completed DE addendums to be presented at Curriculum Committee meetings during Fall 2020.
  - Please email suggestions to Letrisha Mai or Scarlet Relle.

**B. DTRW-I**

- Meeting was on April 16, 2020. Curriculum is moving forward as presented.

**C. Articulation**

- Chemistry for UC Transfer and Physics for UC Transfer are both approved.

**D. Subcommittee/Workgroups:** noting to report.

**E. New Curriculum Approvals at the State (CCCCO):** nothing to report.



<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	<b>4/21/20</b>
	5/5/20