

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 2018-2019

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

- Continue implementation of COR/program review
- Ensure compliance on repeatability issues
- Review prerequisite/co-requisite establishment process
- Ensure compliance on degrees
- Work on development of newly approved ADTs
- Ensure all ADTs meet C-ID requirements
- Expand GE Committee
- Continue implementation of CTE 2-year program review processes
- Develop rubric for GE course qualification, outcomes, and assessment
- Maintain/coordinate SLO component in CurricUNET
- Review DE addendum and standard policy
- Implement new DE addendum in CurricUNET
- CourseLeaf

Curriculum Committee Members:

<input checked="" type="checkbox"/> Co-chair, VP: Julius Sokenu <input checked="" type="checkbox"/> Co-chair, Faculty: Jerry Mansfield <input checked="" type="checkbox"/> Curriculum Technician: Ana Barcnas (non-voting) <input type="checkbox"/> Academic Data Specialist: Alan Courter (non-voting) <input checked="" type="checkbox"/> Articulation: Letrishia Mai <input checked="" type="checkbox"/> Library Resources: Mary LaBarge <input checked="" type="checkbox"/> Academic Senate President: Nenagh Brown (ex officio) <input type="checkbox"/> AFT Representative: Rex Edwards (non-voting) <input type="checkbox"/> Dean: Lisa Putnam <input checked="" type="checkbox"/> Dean: Mary Rees <input type="checkbox"/> Dean: Oleg Bepalov <input checked="" type="checkbox"/> Student Representative: Jeanette Ralph <input checked="" type="checkbox"/> ACCESS/Learning Skills: Jolie Herzig <input type="checkbox"/> Behavioral Sciences: <i>Vacant</i>	<input checked="" type="checkbox"/> Business: Ruth Bennington <input checked="" type="checkbox"/> Chemistry & Earth Sciences: Robert Keil <input checked="" type="checkbox"/> Child Development/Education: Cynthia Sheaks-McGowan <input checked="" type="checkbox"/> Counseling: Jodi Dickey <input checked="" type="checkbox"/> English/ESL/World Languages: Wade Bradford <input type="checkbox"/> Health Sciences: Olga Myshina <input checked="" type="checkbox"/> Kinesiology, Athletics & HED: Brock Cushman <input checked="" type="checkbox"/> Life Sciences: Beth Miller <input checked="" type="checkbox"/> Mathematics: Daniel Rubinstein <input checked="" type="checkbox"/> Fine and Performing Arts: Robert Salas <input checked="" type="checkbox"/> Physics, Astronomy & Engineering: Scarlet Relle <input checked="" type="checkbox"/> Social Science: Hugo Hernandez <input checked="" type="checkbox"/> Media Arts and Communication Studies: Svetlana Kasalovic <input checked="" type="checkbox"/> CTE Faculty Liaison: Josepha Baca
--	---

Guests

<input checked="" type="checkbox"/> Brandon Elliott	<input type="checkbox"/>
<input checked="" type="checkbox"/> Adele Hermann	<input type="checkbox"/>
<input checked="" type="checkbox"/> Carol Higashida	<input type="checkbox"/>
<input checked="" type="checkbox"/> Christina Lee	<input type="checkbox"/>
<input checked="" type="checkbox"/> John Loprieno	<input type="checkbox"/>
<input checked="" type="checkbox"/> Roger Putnam	<input type="checkbox"/>

AGENDA

Meeting began at 1:03pm

Approval of Minutes: October 16, 2018

Co-chair Jerry Mansfield called for a motion to approve the October 16, 2018, Meeting Minutes. Ruth Bennington motioned for approval. Daniel Rubinstein seconded the motion. The motion carried with no votes against and two abstentions, Robert Salas and Julius Sokenu.

Information Items:

- A. SEPT ---- **Disciplines:** CTE: Photography; Biological Sciences; Health Education
- B. OCT ---- **Disciplines:** Kinesiology/ICA; Computer Information Systems
- C. NOV ---- **Disciplines:** CTE: Multimedia; CTE: Graphics; CTE: Biotechnology; Biotechnology; CTE: Child Development; Humanities; CTE: EATM
- D. DEC --- **Disciplines:** CTE: Journalism; FTVM; Physics;

Discussion:

- A. Public Comments

No items discussed due to time.

- B. Current Events

Ruth Bennington talked about the new Accounting courses. ACCT M40 is a required course for anyone planning to take the CPA exam. The course must be taken at a 4-year college unless it was taken at a community college. ACCT M51 is a lecture course and students must complete 40 hours of tax preparation for low-income taxpayers. She said this is a great opportunity for our students and our community. Ruth also mentioned students are not required to take prior accounting courses for ACCT M51.

Cindy Wilson spoke about the new courses for the Exotic Animal Training Management (EATM) program. These two new courses are designed to help students improve résumé and interviewing skills for EATM students. Cindy said that students applying for a job in the animal field must find a way to include their animal experience, and have that experience be brought out in the most appropriate way. These courses would take place in the third semester.

Roger Putnam gave a brief description on the new Geographic Information Systems (GIS) courses. He said the labor market information (LMI) shows there is a need in the community, and these courses will help update our current and future programs. These GIS courses will provide students with opportunities to learn how to analyze data from any surface of earth; and will also be part of a future GIS certificate.

Svetlana presented the GR M01 course and the Digital Fabrication certificate. This course is part of the Certificate of Achievement. The course offers the chance to learn foundation-level understanding of elements and principles of 3D design. It will also help students learn how to complete a project digitally, and it ties into new industry requirements. This course has been forwarded to the GE Workgroup for GE review.

Christina Lee said the revision in the Optical courses are due to analysis of LMI and feedback from field trips.

John Loprieno presented the TTHA courses. He said that in response to the community and LMI demand, the department is working with the community and different community groups. Each course is 53 total hours. These courses will help with dual enrollment for high school and middle school students.

Ruth Bennington gave a brief description on the Accounting Degree. The first sentence of the program description was deleted. This is an entry-level degree and a preparation for transfer. Ruth also presented the Taxation Proficiency Award. She said this award is for students that would like to take the federal exam for becoming a tax preparer.

Robert Salas presented various Dance certificates and awards. He said these all feed into the Dance degree and work together.

Brandon Elliott presented both Music Proficiency Awards. Both contain a four-course family and ensemble component. These provide students the option to go into the workforce or continue with an education and degree. There was a lengthy discussion regarding the need for these two specific Proficiency Awards. The Curriculum group asked if these awards are CTE (Career Technical Education) programs. If not, should they be CTE programs. Brandon said these awards were not designed to be CTE because they are for students that need additional training in vocal or piano performance, but may have started late in their music career. He said some 4-year schools may require additional training that is not officially documented, and these awards would help students who need that additional training. Many in the Curriculum Committee said the description of the awards indicate it is a CTE award. Jodi Dickey pointed out the last sentence directly talks about employment. Hugo Hernandez suggested removing the last sentence in the program description, regarding employment. The Curriculum group had asked about the LMI to support the need for these added awards. Mr. Brandon Elliott responded to the group's question of missing LMI. Brandon said he did request LMI, but there is no LMI because it is difficult to find any LMI specific to this area of study. Adele Hermann suggested requesting LMI using specific job titles. Some Curriculum Committee members asked Mr. Elliott if he would consider adding a CTE course to make this a CTE Certificate of Achievement. Mr. Elliott reminded everyone these awards were not designed to be CTE. However, he said he would make the necessary changes, if this body is making that recommendation. The Curriculum group said there was no recommendation only a question. Julius Sokenu asked Brandon Elliott what is the value or the need for these awards or was this another way to get students to enroll in additional unnecessary courses. Brandon responded by reminding the group that these were necessary courses for some of our students that need additional piano or vocal training to further their education at a 4-year school.

Summary in favor of the Music Proficiency Awards.

- These courses might be unofficially required for admission into some programs out there, and by adding these awards, it provides our students a benefit with added training.
- Skill building.
- Might be helpful for students, with prior experience, for possible entry-level work.

Summary against moving the Music Proficiency Awards at this time.

- Is there data that shows employment?
- These Proficiency Awards might mislead our students.
- Are the statements in the program description accurate?

Jerry Mansfield provided a quick update and said we are waiting on CourseLeaf to give us an update, but for now, it appears there will be a hold on curriculum processing sometime in the spring semester. It is unknown for how long or when that will occur.

Adele Hermann gave a quick description regarding LMI. Adele works at the Center of Excellence (COE). She works with eight community colleges, but is stationed here at Moorpark College. She helps provide basic LMI for faculty. Adele said she would accept LMI gathered by faculty, but will need to review and approve it before it may be used. Therefore, all are encouraged to use the COE for all LMI needs.

C. Goals and Accomplishments

No items discussed due to time.

Curriculum Review:

Consent Agenda:

A. Outline Update:

Course	Units	GE	DE	C-ID	Title	Action
OPTI M04	3				Optical Dispensing Theory II	Approved with 17 votes.
OPTI M04L	2				Optical Dispensing Clinical Lab	Approved with 17 votes.

B. Technical Revision:

Course	Units	GE	DE	C-ID	Title	Action
GEOL M02	3	A2	X	GEOL 100	Physical Geology	Approved with 17 votes.
LS M03	3		X		Personal Development and Study Strategies	Approved with 17 votes.
OPTI M01	3				Optical Materials Theory I	Approved with 17 votes.
OPTI M02	3				Optical Dispensing Theory I	Approved with 17 votes.
OPTI M02L	2				Optical Dispensing Clinical Lab I	Approved with 17 votes.
OPTI M03	3				Optical Materials Theory II	Approved with 17 votes.
OPTI M03L	2				Optical Materials Clinical Lab II	Approved with 17 votes.
OPTI M05	3				Anatomy, Physiology, and Pathology of the Eye	Approved with 17 votes.
OPTI M06	3				Contact Lens Theory I	Approved with 17 votes.
OPTI M07	3				Contact Lens Theory II	Approved with 17 votes.
OPTI M07L	2				Contact Lens Clinical Lab	Approved with 17 votes.

C. Course Deletion: No items to discuss.

D. Curricular Modifications: No items to discuss.

Action Agenda:

A. New Courses:

Course	Units	GE	DE	C-ID	Title	Action
ACCT M40	3		X		Accounting Ethics	Approved with 17 votes.
ACCT M51	3		X		Volunteer Income Tax Assistance (VITA)	Approved with 17 votes.
CJ M15	3		X		Legal Aspects of Cyber Investigations	No faculty representation. Removed from the ballot. Scheduled as an agenda item for Curriculum Committee meeting date 11-20-18.
CJ M40	3		X		Ethics in Criminal Justice	No faculty representation. Removed from the ballot. Scheduled as an agenda item for Curriculum Committee meeting date 11-20-18.
EATM M34	0.5				Practical Resumes for Animal Professionals	Approved with 17 votes.
EATM M36	0.5				Effective Interviews for Animal Professionals	Approved with 17 votes.
GIS M02	3				GPS (Global Positioning Systems) and Map Analysis	Approved with 17 votes.
GIS M22	3				Raster GIS and Spatial Analysis	Approved with 17 votes.
GIS M23	3				Remote Sensing	Approved with 17 votes.
GIS M24	3				Intermediate GIS Applications	Approved with 17 votes.
GR M01	3				Introduction to Digital Fabrication	Approved with 17 votes.
TTHA M12A	1				Technical Theatre Practicum I	Approved with 17 votes.
TTHA M12B	1				Technical Theatre Practicum II	Approved with 17 votes.
TTHA M12C	1				Technical Theatre Practicum III	Approved with 17 votes.



Curriculum Committee Minutes November 6, 2018

B. Substantial:

Course	Units	GE	DE	C-ID	Title	Action
GR M11	3	C1	X		Design History	Approved with 17 votes.
OPTI M01SL	1.5				Optical Materials Skills Lab I	Approved with 17 votes.
OPTI M03SL	1.5				Optical Materials Skills Lab II	Approved with 17 votes.

C. Degrees/Programs:

Program Title	Degree Type	Type	Action
Accounting	A.S.	New	Approved with 17 votes.
Ballet	Certificate of Achievement	New	Approved with 17 votes.
Creative Dance Artist	Certificate of Achievement	New	Approved with 17 votes.
Creative Dance Essentials	Proficiency Award	New	Approved with 17 votes.
Dance	A.A.	Program Modification	Approved with 17 votes.
Dance Somatics: Conditioning for Dance	Proficiency Award	New	Approved with 17 votes.
Digital Fabrication	Certificate of Achievement	New	Approved with 15 votes.
Geology	A.S.-T	Program Modification	Approved with 16 votes.
Modern and Contemporary Dance	Certificate of Achievement	New	Approved with 17 votes.
Music: Piano Performance	Proficiency Award	New	Approved with 15 votes.
Music: Vocal Performance	Proficiency Award	New	Approved with 15 votes.
Musical Theater Dance	Certificate of Achievement	New	Approved with 16 votes.
Optical Technology	A.S.	Program Modification	Approved with 15 votes.
Taxation	Proficiency Award	New	Approved with 15 votes.

Next meeting scheduled is Tuesday, November 20, 2018 at 1pm

Meeting adjourned at 2:29pm

Meeting Calendar 2018-2019	
A-138	
1 st Tuesday 1:00pm-2:30pm & 3 rd Tuesday 1:00-2:30pm	
2018	2019
9/4/18	1/15/19
9/18/18	2/5/19
10/2/18	2/19/19
10/16/18	3/5/19
11/6/18	3/19/19
11/20/18	4/2/19
12/4/18	4/16/19
	5/7/19