

### 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 type="checkbox"/> Articulation: Letrisha 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 checked="" type="checkbox"/> Dean: Lisa Putnam <input checked="" type="checkbox"/> Dean: Mary Rees <input checked="" 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 type="checkbox"/> Child Development/Education: Cynthia Sheaks-McGowan <input checked="" type="checkbox"/> Counseling: Jodi Dickey <input type="checkbox"/> EATM: <i>Vacant</i> <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 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"/> Chad Basile	<input type="checkbox"/>
<input checked="" type="checkbox"/> Edmond Garcia	<input type="checkbox"/>
<input checked="" type="checkbox"/> Rolland Petrello	<input type="checkbox"/>
<input checked="" type="checkbox"/> Wayne Snyder	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

## **AGENDA**

*Meeting began at 1:05pm*

### **Approval of Minutes:** November 6, 2018

Co-chair Jerry Mansfield called for a motion to approve the November 6, 2018, Meeting Minutes. Ruth Bennington motioned for approval. Robert Keil seconded the motion. The motion carried with no votes against and no abstentions.

### **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: Humanities; CTE: EATM
- D. DEC-- **Disciplines:** CTE: Journalism; FTVM; Physics;

### **Discussion:**

#### A. Public Comments

Scarlet Relle said she had made an observation while reviewing course outlines for other schools. She congratulated the Technical Review Workgroup for the quality in work, the attention to detail, and the amount of time spent reviewing all courses and programs. Scarlet said the time and effort spent on reviewing Course Outline of Records (COR) for Moorpark College produces a quality COR. She said this quality elevates the college.

#### B. Current Events

Chad Basile spoke about the Criminal Justice courses. He said student interest and the advisory committee prompted the course in forensics analysis, an area high in demand. These courses will be added to the Law certificate, and possibly the degree. Some members in the committee asked if the courses are Career Technical Education (CTE). Mr. Basile said these could possibly be CTE in the future. Mary Rees and Mr. Basile will discuss this further. Jolie mentioned the courses could be added to Transfer Model Curriculum (TMC). Chad also said the CJ M40 basis is from current headlines and ethical behavior. He pointed out, in general, people need to understand that with some jobs, there comes discretion and power, and decision-making must have an ethical component. The committee requested the GE Workgroup review course CJ M40 for GE.

Ed Garcia talked about the Computer Network System Engineering (CNSE) courses and programs. The CNSE M56 and M57 courses increased in units. Course CNSE M100 is new due to growth in the cybersecurity analyst curriculum; this maps that curriculum. CNSE M170 is the first entry in providing cloud training. Ed said these courses could be offered online. There were no questions regarding the programs.

Rolland Petrello presented the Communication courses and programs. Rolland said these courses are new to this college, but are not new at other colleges. Mr. Petrello said COMM M06 was a prior course never offered. Jolie Herzig said it meets CSU and is great need for students. COMM M13 is a common course offered at different colleges and there is a workgroup to move this type of course through the Course Identification Numbering System (C-ID) in the future. COMM M17 will be offered only online because of the specific form of communication

required. This course is on how different technologies affect communication processes. This is not a GE course because no other school offers this course as a GE. COMM M18 is another course a workgroup is working to have this approved through C-ID. COMM M19 is a second level course for communication, management and leadership. For COMM M23, Rolland worked with faculty at California State University, Channel Islands and San Diego State to help create this course. He said this course focuses on patient-caregiver communication, and improving health communication among health professionals and clients with the public. All of these courses could be offered 100% online. Rolland presented the certificate and said the target areas are mid-career professionals and anyone that may need communication skills for career advancement.

Mr. Petrello also presented the Game Design course, GAME M105. He said this course will be added to the degree and replace MM M40. The 3D portion in GAME M105, is specific to Game Design

Jerry Mansfield asked the committee to remind everyone not to bring courses without proper documentation. He said he has been pushing them through because of the new software and deadlines, but it is very important to have the required documentation. He asked the group to remind faculty they must have required documentation; if mentioned in the need statement, then it must be provided in the attached files.

Jerry also made an announcement regarding Proficiency Awards. There is a hold on non-CTE Proficiency Awards for now. The district committee will discuss further to determine a clear definition. He also reminded all to coordinate with others in the department if a faculty member will not be able to represent courses to the Curriculum Committee.

Mary Rees said there are 26 CTE certificates that need regional CTE recommendation, and only eight are submitted due to documentation. She expressed to the committee we need to find time to complete the required documentation so that it will be offered in the Fall. There is now additional documentation required for regional CTE recommendation. She reminded everyone, if it went through Curriculum Committee, this not all that is needed.

Svetlana Kasalovic asked if there is still time to submit courses for next year. Jerry replied, yes, there is time to submit courses. However, the review will be in Spring and may or may not be ready for Fall.

#### C. Co-chair Nominations

Mary Rees said there were nominations for the Co-chair position and the names have been forwarded to the Academic Senate. Nenagh Brown said there were two names nominated and a nomination has been forwarded to the Academic Senate as a joint position. Both Letrishia Mai and Scarlet Relle have been informed and agreed on a joint Co-chair position. The Academic Senate will vote on it on December 4<sup>th</sup>.

### D. 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 M01L	2				Optical Materials Clinical Lab I	Approved with 17 votes.

#### B. Technical Revision: No items to discuss.

#### 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
CJ M15	3		X		Legal Aspects of Cyber Investigations	Approved with 17 votes.
CJ M40	3		X		Ethics in Criminal Justice	Hold. GE Workgroup to review. Scheduled as an agenda item for Curriculum Committee meeting date 12-11-18.
CNSE M100	3		X		Cybersecurity Analysis	Approved with 17 votes.
CNSE M170	3		X		Cloud Security	Approved with 17 votes.
COMM M06	3	D2	X	<a href="#">COMM 140</a>	Small Group Communication	Approved with 16 votes.
COMM M13	3	B2, F	X		Gender Communication	Approved with 16 votes.
COMM M17	3		X		Computer-Mediated Communication	Approved with 16 votes.
COMM M18	3	B2	X		Introduction to Organizational Communication	Approved with 16 votes.
COMM M19	3	B2	X		Communication and Leadership	Approved with 16 votes.
COMM M23	3	B2	X		Introduction to Health Communication	Approved with 15 votes.
GAME M105	3		X		3D Art for Games	Approved with 15 votes.
KIN M25	3				Fitness Management	Hold. Pending documentation. Scheduled as an agenda item for Curriculum Committee meeting date 12-11-18.
PHIL M22	3	C2	X		Introduction to Professional Ethics	Hold. No faculty representation. Scheduled as an agenda item for Curriculum Committee meeting date 12-11-18.

**B. Substantial:**

Course	Units	GE	DE	C-ID	Title	Action
CNSE M56	3		X		Advanced Linux and Scripting	Approved with 17 votes.
CNSE M57	2		X		Scripting and Security Management	Approved with 17 votes.

**C. Degrees/Programs:**

Program Title	Type	Degree Type	Action
Advanced Penetration Administration Proficiency Award	New	PA	Approved with 16 votes.
Cybersecurity Administration Certificate of Achievement	New	CoA	Approved with 16 votes.
Cybersecurity Penetration Tester Proficiency Award	New	PA	Approved with 16 votes.
CNSE: Technical Support Specialist Certificate of Achievement	Program Modification	CoA	Approved with 16 votes.
Organizational Communication Certificate of Achievement	New	CoA	Approved with 15 votes.

Next meeting scheduled is Tuesday, December 4, 2018 at 1pm. Meeting rescheduled to December 11, 2018.

Meeting adjourned at 2:16pm

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