

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	<input type="checkbox"/> Vacant	
Faculty member per department (Quorum is 12 out of 23 voting members)		
Articulation Officer	<input checked="" type="checkbox"/> Letrisha Mai	
Dean	<input checked="" 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 Arzunyan	<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 type="checkbox"/> Shannon Coulter	<input checked="" 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 type="checkbox"/> Candice Larson	
Performing Arts	<input type="checkbox"/> Robert Salas	<input type="checkbox"/> Nathan Bowen
Physics, Astronomy & Engineering	<input checked="" type="checkbox"/> Erik Reese	<input checked="" type="checkbox"/> Scarlet Relle
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"> Tech Review 9/5: 	<ul style="list-style-type: none"> Tech Review 1/16:
New Engineering Technology (ENGT)	Physical Science (PHSC); Physics (PHYS)
Computer Networking Systems Engineering (CNSE)	<ul style="list-style-type: none"> Tech Review 2/6 and 2/20 and 3/5:
New Business Information Systems (BIS)	Music (MUS)
<ul style="list-style-type: none"> Tech Review 9/19 and 10/3: 	<ul style="list-style-type: none"> Tech Review 3/5:
Film Television Media (FTVM)=Film Television Media Arts (FTMA)	Humanities (HUM); Health Education (HED)
FTVM/FILM=FTMA	<ul style="list-style-type: none"> Tech Review 4/2 and 4/6 and 4/30:
<ul style="list-style-type: none"> Tech Review 10/17: 	Kinesiology (KIN)
Health Science (HS); Nutritional Science (NTS); Journalism (JOUR)	Intercollegiate Athletics (ICA)
<ul style="list-style-type: none"> Tech Review 11/7 and 11/21: 	
Engineering (ENGR); Computer Information Systems (CIS) & (BIS)	
<ul style="list-style-type: none"> Tech Review 12/5: 	
Biotechnology (BIOT); Learning Skills (LS); Work Experience (WEXP)	

I. CALL MEETING TO ORDER

- Meeting began at 1:07pm. Guests: Audrey Chen, Felix Masci, Navreet Sumal, Brenda Woodhouse.

II. PUBLIC COMMENTS AND AMENDMENT TO THE AGENDA

S. Relle: Clarification regarding the agenda.

- BIOL and BIOT courses are listed separately on the ballot.
- The BUS courses had course number changes after the agenda was emailed to the Curriculum Committee. Please see the course number changes listed in the "Notes" column.
- Computer Programming listed under Curricular Modification is a Revision.

III. REVIEW AND APPROVAL OF MINUTES FROM DECEMBER 3, 2019

- Co-Chairs Letrishia Mai and Scarlet Relle called for a motion to approve the December 3, 2019, Meeting Minutes. Beth Miller motioned for approval. Veronique Boucquey seconded the motion. The motion carried with no votes against and two abstentions: Howard Davis, and Jodi Dickey.

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

A. Consent Agenda

1. Outline Revision(s):

- A. Chen and B. Miller: Review and update of BIOL and BIOT courses. Correction of TOP Code for BIOL M12A and BIOL M12E.
- N. Sumal: Updating BUS M70 and three new BUS courses. These BUS courses will be part of new certificates coming soon.
- L. Mai: GEOG M05 has a title change, and MUS M25B added Distance Education (DE).



Course	Units	GE	DE	C-ID	Title	Effective Semester	Notes
BIOT M02A	2				Environmental Control/Process Support	Fall 2020	5-year review and 2-year CTE update. Co-listed BIOL M12A. Approved with 13 votes.
BIOT M02B	2			BIOT 210X	Manufacturing: Quality Control/Validation	Fall 2020	5-year review and 2-year CTE update. Co-listed BIOL M12B. Approved with 13 votes.
BIOT M02C	3			BIOT 230X	Manufacturing: Cell Culture and Microbial Fermentation	Fall 2020	5-year review and 2-year CTE update. Co-listed BIOL M12C. Approved with 13 votes.
BIOT M02D	2			BIOT 220X	Bioprocessing: Recovery & Purification	Fall 2020	5-year review and 2-year CTE update. Co-listed BIOL M12D. Approved with 13 votes.
BIOT M02E	2		X		Business & Government Regulation	Fall 2020	5-year review and 2-year CTE update. Co-listed BIOL M12E. Approved with 13 votes.
BIOT M10	4		X	BIOT 150X	Introduction to Biotechnology	Fall 2020	5-year review and 2-year CTE update. Co-listed BIOL M13. Approved with 13 votes.
BUS M40 70	3		X		International Business	Fall 2020	Course number change from M40 to M70. Approved with 13 votes.
GEOG M05	3	A2		GEOG 130	Introduction to Weather and Climate	Fall 2020	Update and title change. Approved with 13 votes.
MUSM25B	2		X	MUS 171	Class Piano-Beginning II		Adding DE. Approved with 13 votes.

2. Course Deletion(s):

- a. L. Mai: Deleting THA courses because these are now TTHA courses.

Course	Units	GE	DE	C-ID	Title	Effective Semester	Notes
THA M20	3			THTR 171	Stagecrafts	Spring 2020	Approved with 13 votes.
THA M23A	3			THTR 173	Lighting Design I	Spring 2020	Approved with 13 votes.
THA M23B	3				Lighting Design II	Spring 2020	Approved with 13 votes.
THA M25A	3			THTR 172	Scene Design I	Spring 2020	Approved with 13 votes.
THA M25B	3				Scene Design II	Spring 2020	Approved with 13 votes.
THA M27A	3			THTR 174	Costume Design I	Spring 2020	Approved with 13 votes.
THA M27B	3				Costume Design I	Spring 2020	Approved with 13 votes.
THA M28	3			THTR 175	Production Makeup	Spring 2020	Approved with 13 votes.
THA M50	3				Performing Arts Management	Spring 2020	Approved with 13 votes.

3. Curricular Modification(s):

- a. L. Mai: Decreased number of units during course and program update.

Title	New/Revision	Effective Semester	Notes
Computer Programming (COA)	Revision	Fall 2020	Unit decrease: 22-23 → 20-21 Approved with 13 votes.

B. Action Agenda:

1. New Course(s):

- a. F. Masci: New BIS courses will be part of a new certificate created for the business information worker.



- b. B. Woodhouse: New EATM courses will be part of the Registered Veterinary Technology A.S. degree. Some courses are expected to begin as early as Summer 2021.
- c. W. Bradford: A noncredit English course to help support our students. This allows students to take a transfer level ENGL M01A class with added help. This course will be linked to certain ENGL M01A sections.
- d. S. Relle: Noncredit Engineering Bridge courses to help student success while providing focus on calculus. The idea is to take these courses before the credit course begins. These will be part of a certificate.

Course	Units	GE	DE	C-ID	Title	Effective Semester	Notes
BIS M21B	1.5		X	BSOT 131X	Microsoft Word – Advanced	Fall 2020	Approved with 13 votes.
BIS M22A	1.5		X	BSOT 124X	Microsoft PowerPoint – Intermediate	Fall 2020	Approved with 13 votes.
BIS M23A	1.5		X	BSOT 122X	Microsoft Excel – Intermediate	Fall 2020	Approved with 13 votes.
BIS M23B	1.5		X	BSOT 132X	Microsoft Excel – Advanced	Fall 2020	Approved with 13 votes.
BIS M25 -A	1.5		X	BSOT 106X	Microsoft Outlook – Introduction	Fall 2020	Course number change: remove letter "A" from course number. Approved with 13 votes.
BUS M40A 71	3		X		International Marketing	Fall 2020	Course number change to M71. Approved with 13 votes.
BUS M40B 72	3		X		Global Supply Chain and Logistics	Fall 2020	Course number change to M72. Approved with 13 votes.
BUS M40C 73	3		X		Import/Export Fundamentals	Fall 2020	Course number change to M73. Approved with 13 votes.
EATM M100	3				Introduction to Animal Science	Summer Fall 2021	Approved with 13 votes.
EATM M101	1				Orientation to Veterinary Science	Summer 2021	Approved with 13 votes.
EATM M108	1				Animal Care Experience	Summer 2021	Approved with 13 votes.
EATM M109	3				Veterinary Field Work	Summer 2022 2021	Approved with 13 votes.
ENGL M91AS	17.5 hours				English Composition Support	Fall 2020	Approved with 13 votes.
ENGR M912	8 hours				Bridge to ENGR M12 - Engineering Materials	Fall 2020	Approved with 13 votes.
ENGR M916	6 hours				Bridge to ENGR M16 - Engineering Statics and Strength of Materials	Fall 2020	Approved with 13 votes.

2. Revision(s):

Course	Units	GE	DE	C-ID	Title	Effective Semester	Notes
BIOL M12A	2				Environmental Control and Process Support	Fall 2020	Co-listed BIOT M02A. TOP Code change. Approved with 13 votes.
BIOL M12E	2		X		Business & Government Regulation	Fall 2020	Co-listed BIOT M02E. TOP Code change. Approved with 13 votes.
BIS M20	3		X		Microsoft Office - Introduction	Fall 2020	Formerly CIS M128. TOP Code change. Approved with 13 votes.

3. Degree(s):

Title	Award Type	New/Revision	Effective Semester	Notes
Biotechnology	AS	Revision	Fall 2020	Approved with 13 votes.
Biomedical Device Manufacturing	COA	Revision	Fall 2020	Approved with 13 votes.
Biotechnology Manufacturing Operator	COA	Revision	Fall 2020	Approved with 13 votes.
Biotechnology	COA	Revision	Fall 2020	Approved with 13 votes.
Engineering Computer Aided Design and Drafting: SOLIDWORKS	COA	Revision	Spring 2020	Approved with 13 votes.

V. DISCUSSION ITEMS:

VI. REPORTS AND INFORMATION

A. Co-Chair Report

- CB Code update: only a few more to enter in the Chancellor's Office Curriculum Inventory.

B. DTRW-I

- No concerns with curriculum presented at the January 9, 2020 meeting.

C. Articulation – noting to report.

D. Subcommittee/Workgroups

- S. Relle: reviewed Technical Review schedule with the committee.
- S. Relle: miscommunication regarding The Student Learning Outcomes (SLOs). The Technical Review Workgroup is not asking or directing faculty to write SLOs. The workgroup is simply asking faculty to review SLOs listed on the Course Outline of Record, and confirm they are the correct SLOs.

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

APPROVAL STATUS	COURSE NUMBER	UNITS	COURSE TITLE
10/19/2019	FTMA M101	3	Introduction to Cinema
12/3/2019	CJ M09B	2	Bujinkan Intermediate - Practical Self-Defense
12/3/2019	CJ M40	3	Ethics in Criminal Justice
12/3/2019	ENGR M04	3	Engineering Design/CAD
12/3/2019	ENGT M20	3	Electronic Devices
12/3/2019	FTMA M115	3	Introduction to Media Writing
12/3/2019	FTMA M145A	3	Beginning Radio and Podcasting
12/3/2019	FTMA M145B	3	Intermediate Radio and Podcasting
12/3/2019	FTMA M194A	2	Documentary Production Portfolio I
12/3/2019	MUS M08H	3	Honors: Music Appreciation



APPROVAL STATUS	COURSE NUMBER	UNITS	COURSE TITLE
12/3/2019	PHTC M31A	3	Studio Lighting I
12/3/2019	PHTC M31B	3	Studio Lighting II
12/4/2019	ENGR M20L	1	Electrical Engineering Fundamentals Lab
12/4/2019	HOSP M100	3	Introduction to Hospitality
12/4/2019	HOSP M120	3	Hospitality Cost Control
12/4/2019	HOSP M130	3	Introduction to Food Beverage Management
12/4/2019	HOSP M140	3	Introduction to Hotel Management
12/4/2019	LS M07A	3	Basic Math Skills I
12/4/2019	LS M07B	3	Basic Math Skills II
12/4/2019	MATH M16A	3	Applied Calculus I
12/4/2019	MATH M25A	5	Calculus Analytic Geometry I
12/4/2019	NTS M01	3	Introduction to Nutrition Science
12/4/2019	NTS M09	3	Intro to Food Science with Lab
12/4/2019	NTS M20	3	Essentials of Food Safety

Meeting adjourned at 2:18pm

Meeting Calendar 2019-2020	
CCCR	
1 st Tuesday 1:00pm-2:20pm & 3 rd Tuesday 1:00-2:20pm	
2019	2020
9/3/19	1/21/20
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