



College Curriculum Committee

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Curriculum Committee Minutes - December 07, 2011 (Approved)

Call To Order	1:40 PM
Announcements	Tom Boegel discussed the Grading Policies Committee's request to develop nuanced language relating to grading class attendance. CCC members are encouraged to communicate their thoughts on the matter to Tom.
Approve minutes of November 16, 2011	Approved

New Business	
Automotive/Motorcycle, Construction, and Building Maintenance Department (Benjamin Macri)	
#P11-12-07-01 AUTO 200 "Auto Body Dent and Damage Repair" (2 units) New Permanent Course	Approved with Stipulations: - V.A.7 Insert "Sustainable materials and methods" referring to VI.B.c - VI.A.2.b Call that a "final" report and add it as VI.B.3 "Final paper" - Proofreading stipulations
#P11-12-07-02 AUTO 201 "Bolted Panel Replacement" (2 units) New Permanent Course	Approved with Stipulations: - Ditto above as for AUTO 200 - Proofreading stipulations
#P11-12-07-03 AUTO 202 "Welded Panel Replacement" (2 units) New Permanent Course	Approved with Stipulations: - Ditto above as for AUTO 200 - Proofreading stipulations
Biological Sciences Department (Simon Hanson)	

<p>#P11-12-07-04 BIO 91 "On-campus Work Experience in Biology, Ecology, and Environmental Studies and Science" (1 - 8 Course Revision</p>	<p>Approved (Nay from Fred Chavaria) with Stipulations: - Repeatability will conform to Title 5 requirements - VI.A.1.b and c: Move url to VI.C - VI.A.1 Restatus your bullets to have VI.A.2, 3,4 etc - VI.B.4 Put your final report in Assignments section; possible add minimum length - VI.B.5 Add something that requires hours to be completed, e.g. supervisor satisfactory evaluation - Proofreading stipulations</p>
<p>#P11-12-07-05 BIO 92 "Off-Campus Work Experience in Biology, Ecology, and Environmental Studies and Science" (1 - 8 Course Revision</p>	<p>Approved with Stipulations: - Repeatability will conform to Title 5 requirements - Proofreading stipulations</p>
<p>Business Department (Ophelia Clark)</p>	
<p>#P11-12-07-06 BOSS 3502 "Customer Service Principles" (45 hours) New Permanent Course</p>	<p>Approved with Stipulations: - Work with Matriculation Office to complete II.C satisfactorily - On Cover Sheet, the date should be Fall 2012 - I.A is December 2011 - II.D "No" changes to "Optional" - IV. Use assessable phrases in order to present as MLOs. Example: "develop" changes to "demonstrate" - V. Rewrite to use noun rather than verb phrases. Example: remove "Identify the" in V.A.1. - VI.A.2 Add "Written" - VI.B Rewrite as evaluations; take out verbs again. - Proofreading stipulations</p>
<p>#P11-12-07-07 Office Receptionist Noncredit Certificate New Certificate of Completion</p>	<p>Approved with Stipulations: - On Cover Sheet, the date should be Fall 2012 - Work with Matriculation Office on prereqs, coreqs, and advisories - Consider MATH (TRST?)</p>

	<p>advisory</p> <ul style="list-style-type: none"> - List specific software in PLOs - Financial Assistance: change "is" to "may be" - Proofreading stipulations
#P11-12-07-08 PowerPoint Specialist Noncredit Certificate New Certificate of Completion	<p>Approved with Stipulations:</p> <ul style="list-style-type: none"> - Work with Matriculation Office on prereqs, coreqs, and advisories - On Cover Sheet, the date should be Fall 2012 - Remove dotted line and 45 after COMP 9919 - Proofreading stipulations
#P11-12-07-09 Basic Computer Concepts Noncredit Certificate New Certificate of Competency	<p>Approved with Stipulations:</p> <ul style="list-style-type: none"> - On Cover Sheet, the date should be Fall 2012 - Work with Matriculation Office on prereqs, coreqs, and advisories - Use parallel structure between Program Goals and PLOs, e.g., add info re: email skills to Program Goals. - Change "Qualify for" to "Be successful in" - Proofreading stipulations
Culinary Arts and Hospitality Services Department (Tannis Reinhertz)	
#P11-12-07-10 CAHS 222 "Beverage Management" (3 units) New Permanent Course	<p>Approved with Stipulations:</p> <ul style="list-style-type: none"> - Work with Matriculation Office on prereqs, coreqs, and advisories; remove Advisory - V.F.2.c.2 Typo in "machine" - V.F.3.d Add Herbal Infusions - VI.A.1.b Separate two phrases connected by "and" into two different assignments - Proofreading stipulations
Disabled Students Programs and Services Department (Paul Johnson)	
#P11-12-07-11 DSPS 4028 "Coping with ABI" (108 hours) Course Revision: Course Title from "Acquired Brain Impairment - Cognitive Retraining", Hours from "2 - 5 weekly" to "108 total", Course Justification, Field Trips, Repeatability from "Title V, Sec. 56029" to "As needed", Catalog Description, Major Learning Outcomes, Content, Instructional Methodology	<p>Approved with Stipulations:</p> <ul style="list-style-type: none"> - On Cover Sheet, the date should be Fall 2012 - Write out ABI in I.D - V.G is an assignment - VI.A remove "in-class" before

	<p>"instructor" and put before "Assignments"</p> <ul style="list-style-type: none"> - VI.A Many sentences do not describe assignments. Discuss projects, exercises, activities, etc - VI.A Remove the evaluations described here and move to VI.B - VI.C Use format in Curriculum Committee Handbook - Proofreading stipulations
#P11-12-07-12 DSPTS 4051 "Quick Computer Accessibility" (2 - 4 hours) New Permanent Course	<p>Approved with Stipulations:</p> <ul style="list-style-type: none"> - Put correct Course Identifier on Cover Sheet - II.A Change to 12 - Proofreading stipulations
#P11-12-07-13 DSPTS 4210 "Lipreading" (36-54 hours) Course Revision: Course Title from "Management of Hearing Loss", Hours from "2 - 5 weekly" to "36 -54 total", Course Justification, Method of Grading from "Pass/Fail/Repeat" to "Pass/No pass/ SP", Repeatability from "Reference to Title V -- Special Class Repeatability, Section" to "As Needed", Catalog Description, Major Learning Outcomes, Content, Instructional Methodology	<p>Approved with Stipulations:</p> <ul style="list-style-type: none"> - On Cover Sheet, the date should be Fall 2012 - VI.B.2 Describe in more detail - Proofreading stipulations
Engineering and Technology Department (Fariborz Saniee)	
#P11-12-07-14 BTEC 14B "Biotechnology Internship Support" (4 units) Course Revision: Course Title from "Biotechnology Internship Experience", Hours from "2" to "4", Units from "2" to "4", Catalog Description, Major Learning Outcomes, Content, Instructional Methodology	<p>Approved with Stipulations:</p> <ul style="list-style-type: none"> - II.E change to Optional and add description to VI.A.1 - III. Change "but not be" to "but are not" - IV.G Add reflective activities referring to this to VI - VI.A.2 Remove "out-of-class" in all cases and add "Complete" to VI.A.2.c - VI.C.5 Online resources such as... - Proofreading stipulations
Nursing - Licensed Vocational Department (Chita Torres)	
#P11-12-07-15 VON 9200 "Nursing Refresher" (420 hours) Course Revision: Course Title from "Licensed Vocational Nurse Refresher", Hours from "455" to "420", Course Justification, Method of Grading from "Letter Grade of C or higher with 85% of attendance" to "Pass/No Pass", Repeatability from "3" to "0", Catalog Description, Major Learning Outcomes, Content, Instructional Methodology	<p>Approved with Stipulations:</p> <ul style="list-style-type: none"> - On Cover Sheet, the date should be Fall 2012 - II.A Hours are back to 455 - II.C. Advisories: several word changes have occurred here - Move VI.A.2.b info about specific websites to VI.C and list

	urls for each
Physical Education and Dance Department (Daniel Hayes)	
#P11-12-07-16 DANC 147A "Beginning International Ballroom Dance" (1 units) New Permanent Course	Approved with Stipulations: - II.D Change "required elective" to "one of the electives required" - Proofreading stipulations

Matriculation Office presenting subcommittee recommendations for Prerequisites, Corequisites, and Advisories	
Administration of Justice and Fire Science Department (James Conners)	
#M11-12-07-01 F SC 111 "Firefighter One Academy" Advisory: F SC 57 "Firefighter Safety" (added to current choices of advisories: F SC 52A, 53, 55, 61A, or 64)	Approved
Automotive/Motorcycle, Construction, and Building Maintenance Department (Benjamin Macri)	
#M11-12-07-02 AUTO 200 "Auto Body Dent and Damage Repair" Advisory: AUTO 50 "Intro to Automotive Mechanics"	Approved
#M11-12-07-03 AUTO 201 "Bolted Panel Replacement" Advisory: AUTO 50 "Intro to Automotive Mechanics"	Approved
#M11-12-07-04 AUTO 202 "Welded Panel Replacement" Advisory: AUTO 50 "Intro to Automotive Mechanics"	Approved
#M11-12-07-05 CNST 111 "Carpentry - Rough Framing" Prerequisite: Completion of or concurrent enrollment in CNST 69 "Construction Safety"; and CNST 100 "Introduction to Construction Applications" or CNST 1000 "Introduction to Construction"	Approved
#M11-12-07-06 CNST 1011 "Carpentry - Rough Framing" Prerequisite: Completion of or concurrent enrollment in CNST 69 "Construction Safety"; and CNST 100 "Introduction to Construction Applications" or CNST 1000 "Introduction to Construction"	Approved
#M11-12-07-07 CNST 104 "Solar Thermal Installation" Delete prerequisite: TIXX 9505 "Plumbing Applications"	Approved
#M11-12-07-08 CNST 105 "Electrical Code" Delete prerequisite: TIXX 9576 "Electrical Applications in Construction"	Approved

Business Department (Ophelia Clark)	
#M11-12-07-09 BOSS 3500 "Job Preparation" Advisory: ESLN 3600 or TRST 2321 or placement in ESLN 3700 or TRST 2321; and COMP 9245 or 9905 or 9947; and WOPR 9486 or WOPR 9990 or WOPR 9991; and COMP 9921 or 9952	Approved
Cinema Department (Lidia Szajko)	
#M11-12-07-10 CINE 124A "Film Production Workshop" Advisory: CINE 30 "Pre-Production Planning" and CINE 61 "Sound for Motion Pictures II" and CINE 74 "Advanced Cinematography and Lighting" and CINE 75 "Screenwriting" and CINE 76 "Advanced Digital Film Editing"	Approved
Culinary Arts and Hospitality Services Department (Tannis Reinhertz)	
#M11-12-07-11 CAHS 40W "Field Work" Prerequisite: Evidence of passing a CA Food Safety Manager Certification exam administered by an accredited food protection manager certification organization (e.g. Servsafe or National Registry of Food Safety Professionals) per SB 602 & CA Health & Safety Code	Approved
Engineering and Technology Department (Fariborz Saniee)	
#M11-12-07-12 BTEC 14B "Biotechnology Internship Support" Corequisite: BTEC 93 "Biotechnology Work Experience" (No change to existing prerequisite.)	Approved
Physics Department (Diana Markham)	
#M11-12-07-13 PHYC 2BC "Introductory Physics -- Calculus Supplement" Prerequisite: PHYC 2AC "Introductory Physics -- Calculus Supplement" (New prereq statement: PHYC 2A and 2AC; and MATH 100A or 110A)	Approved
#M11-12-07-14 PHYC 4D "Physics for Scientists and Engineers" Prerequisites: PHYC 4B "Physics for Scientists and Engineers" and PHYC 4BL "Physics Laboratory for Scientists and Engineers" (Delete former prereqs: PHYC 4C & 4CL. No change to Corequisite or Advisory)	Approved
#M11-12-07-15 PHYC 4DL "Physics Laboratory for Scientists and Engineers" Prerequisite: PHYC 4B "Physics for Scientists and Engineers" and PHYC 4BL "Physics Laboratory for Scientists and Engineers"	Approved

(Delete former prereqs: PHYC 4C & 4CL. No change to Corequisite or Advisory.)	
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Informational Items

Administration of Justice and Fire Science, Health Education Departments (James Conners, Beth Freedman)
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#111-12-07-01 F SC 17/HLTH 17 "Public Safety - Emergency Medical Response" (3 units) Course Revision: Course Title from "Public Safety - First Responder", Course Justification, Catalog Description, Major Learning Outcomes, Content, Instructional Methodology	Noted
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Administration of Justice and Fire Science Department (James Conners)
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#111-12-07-02 F SC 111 "Firefighter One Academy" (11 units) Course Revision: Course Title from "Firefighter Academy", Major Learning Outcomes, Content, Instructional Methodology	Noted
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#111-12-07-03 Firefighter One Academy Revision of Certificate of Achievement	Noted
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#111-12-07-04 Fire Protection Revision of Certificate of Achievement	Noted
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#111-12-07-05 Fire Science Technology Revision of Major	Noted
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Art Department (Anna Asebedo)

#111-12-07-06 ART 101 "Western Art History" (3 units) Course Revision: Catalog Description, Content, Instructional Methodology	Noted
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#111-12-07-07 ART 102 "Western Art History" (3 units) Course Revision: Catalog Description, Major Learning Outcomes, Content, Instructional Methodology	Noted
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#111-12-07-08 ART 103 "History of Modern Art" (3 units) Course Revision: Catalog Description, Content, Instructional Methodology	Noted
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#111-12-07-09 ART 150A "Fine Arts Printmaking" (3 units) Course Revision: Course Justification, Field Trips from "Yes" to "Optional", Catalog Description, Major Learning Outcomes, Content, Instructional Methodology	Noted
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#111-12-07-10 ART 150B "Fine Art Intaglio Printmaking" (3 units) Course Revision: Course Justification, Field Trips from "Yes" to "Optional", Catalog Description, Major Learning Outcomes, Content, Instructional	Noted
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Methodology	
#111-12-07-11 ART 150C "Fine Art Relief Printmaking" (3 units) Course Revision: Course Justification, Field Trips from "Yes" to "Optional", Catalog Description, Major Learning Outcomes, Content, Instructional Methodology	Noted
Behavioral Sciences Department (Ray Gamba)	
#111-12-07-12 PSYC 61 "Fieldwork in Psychology" (1 units) Course Deletion	Noted
#111-12-07-13 PSYC 62 "Fieldwork in Psychology" (2 units) Course Deletion	Noted
#111-12-07-14 PSYC 63 "Fieldwork in Psychology" (3 units) Course Deletion	Noted
#111-12-07-15 PSYC 9 "Psychology of Stress" (3 units) Course Revision: Course Justification, Catalog Description, Major Learning Outcomes, Content, Instructional Methodology	Noted
Business Department (Ophelia Clark)	
#111-12-07-16 BOSS 3500 "Job Preparation" (45 hours) Course Revision: Course Justification, Field Trips, Catalog Description, Major Learning Outcomes, Content, Instructional Methodology	Noted
Child Development and Family Studies Department (Kathleen White)	
#111-12-07-17 CDEV 102 "Practicum and Fieldwork in Violence Intervention for Children" (3 units) Course Deletion	Noted
Engineering and Technology Department (Fariborz Saniee)	
#111-12-07-18 TIIM 9640 "Machine Shop Practice" (6 weekly hours) Course Deletion	Noted
#111-12-07-19 Combination Welding Program Deletion of Certificate of Completion	Noted
Mathematics Department (Dennis Piontkowski)	
#111-12-07-20 MATH 35 "Prealgebra" (3 units) Course Revision: Course Number from "MATH 835" to "MATH 35"	Noted
#111-12-07-21 MATH 40 "Elementary Algebra" (4 units) Course Revision: Course Number from "MATH 840" to "MATH 40", Course Title from "MATH 840"	Noted
#111-12-07-22 MATH 50 "Applied Geometry" (3 units)	Noted

Course Revision: Course Number from "MATH 850" to "MATH 50"	
#111-12-07-23 MATH 55 "Geometry" (4 units) Course Revision: Course Number from "MATH 855" to "MATH 55"	Noted
#111-12-07-24 MATH 60 "Intermediate Algebra" (4 units) Course Revision: Course Number from "MATH 860" to "MATH 60"	Noted

Adjournment	4:05 PM
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Roll
Present: Deanna Abma, Tom Boegel, Fred Chavaria, Barbara Cutten, Bob Davis, Theresa Gensler, Lidia Jenkins, Robin Kaneshiro, Kerin Keys, Craig Kleinman, Robert Lutz, Muriel Meunier-Fiebelkorn, Kitty Moriwaki, Wendy Owens, Rose Marie Roberson, Louis Schubert, Melinda Weil (chair)
Excused: Vivian Ikeda, Teresa Melendrez
Absent: Elliott Osborne