



Curriculum Committee

AGENDA

Tuesday, February 14, 2012

Yosemite 213 2:40 PM

I. APPROVAL OF ORDER OF AGENDA

II. APPROVAL OF MINUTES

January 31, 2012

III. NOTIFICATION

			<u>Units</u>	<u>Page</u>
ART	181	<p>Basic Photography 1 Effective: Summer 2012 Expedited Modify: Remove from Activities placement and place on (MJC-GE: C) Rationale for expedited approval: When the Curriculum did the GE Alignment project on 4/12/2012, we removed ART 170 from MJC Activities and moved it to MJC-GE Humanities, Area C. In order to make the alignment project more accurate, we need to remove ART 181 Basic Photography 1 (1.5)and ART 182 Basic Photography 2 (1.5)from MJC Activities and move them to MJC-GE Humanities, Area C as well. This update has already been reflected in MJC-GE and Guidance/Activities patterns in the 2012-2013 Catalog.</p>	1½	
ART	182	<p>Basic Photography 1 Effective: Summer 2012 Expedited Modify: Remove from Activities placement and place on (MJC-GE: C) Rationale for expedited approval: When the Curriculum did the GE Alignment project on 4/12/2012, we removed ART 170 from MJC Activities and moved it to MJC-GE Humanities, Area C. In order to make the alignment project more accurate, we need to remove ART 181 Basic Photography 1 (1.5)and ART 182 Basic Photography 2 (1.5)from MJC Activities and move them to MJC-GE Humanities, Area C as well. This update has already been reflected in MJC-GE and Guidance/Activities patterns in the 2012-2013 Catalog.</p>	1½	
CMPSC	275	<p>Database Management Systems Effective: Summer 2012 Expedited Rationale for Expedited Approval: This title is currently listed as Database Management Systems/Microcomputer and appears to be truncated. In consultation with the department (J. Zamora) it was determined that the title could be shortened to the above and not have any adverse impact. MODIFY: Title Program Impact:</p> <ol style="list-style-type: none"> 1. Computer Applications Specialist Certificate of Achievement 2. Computer Information Systems A.A. Degree 3. Computer Science A.S. Degree 4. General Studies, Emphasis in Language and Rationality A.A. Degree 	3	

IV. CONSENT

V. DISCUSSION

INACTIVATIONS

FSCI 398	Fire Science Special Topics Effective: Summer 2012 Expedited Rationale for Expedited Approval: Inactivation of this course will align with the reactivation of FSCI 399, and catalog course information. In addition, note that FSCI 398 will be proposed for removal from Fire Science certificate and degree electives list and FSCI 399 will be proposed for addition to electives list at 2/14/12 meeting. INACTIVATE: Program Impact: <ol style="list-style-type: none">1. Fire Science A.S. Degree2. Fire Science Certificate of Achievement *Certificate Revision*3. Fire Science A.S. Degree *Program Revision*4. Fire Science Certificate of Achievement	2
OLDAD 820	Jewelry and Metalcraft Effective: Summer 2012 Expedited Rationale for Expedited Approval: This course is being expedited for inactivation to ensure accuracy in the 2012-2013 college catalog. INACTIVATE: Rationale: Course is now being offered in Community Education fee funded mode. Program Impact: None	0
OLDAD 822	Lapidary Effective: Summer 2012 Expedited Rationale for Expedited Approval: This course is being expedited for inactivation to ensure accuracy in the 2012-2013 college catalog. INACTIVATE: Rationale: Course is now being offered in Community Education fee funded mode. Program Impact: None	0
OLDAD 830	Public Speaking Talking It Out Effective: Summer 2012 Expedited Rationale for Expedited Approval: This course is being expedited for inactivation to ensure accuracy in the 2012-2013 college catalog. INACTIVATE: Rationale: Course is no longer being offered. Program Impact: None	0
OLDAD 874	Clothing Construction through Knitting Effective: Summer 2012 Expedited Rationale for Expedited Approval: This course is being expedited for inactivation to ensure accuracy in the 2012-2013 college catalog. INACTIVATE: Rationale: Course is no longer being offered. Program Impact: None	0

UPDATES (including modifications/reactivations)

- ADJU 203 Concepts of Criminal Law 3**
Effective: Summer 2012 **Expedited**
Rational for Expedited Approval: Course revision had been approved at the 10/11/2011 meeting in which the agenda reflected "removal of Distance Education." After reviewing the meeting minutes, G. Hausmann alerted B. Adams that there may be an error. He reported that the course should show DE approval. Upon investigation, it was found that – even though the DE module appeared to be inactive, information *had* been entered into the module by the course author. A query into the system showed that before the course was submitted, the Distance Education field in the cover page had been changed from YES to NO and this made it appear as though no Distance Education modality was proposed.
Rationale: To maintain current DE approval status
- ADJU 232 Juvenile Justice Procedures 3**
Effective: Summer 2013
MODIFY Description, Content, Methods of Instruction, Typical Assignments, Textbooks, Course Goal, Learning Goals, Methods of Assessment
Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ENGL 101 Removing: (A) With a minimum Grade of C or Better
Distance Education Status: Approved for Online
Materials Fee Status: None
Articulation Status: Transfer to CSU
General Education Status: Requesting: (MJC-GE: B)
Rationale: Periodic Review
Program Impact:
1. Administration of Justice A.S. Degree
- ART 172 Intermediate Photography 3**
Effective: Summer 2012 **Expedited**
Rationale for Expedited Approval: *To comply with newly revised code or law.* This class is presently out of compliance and is part of an overall update in photography.
MODIFY Description, Requisite Skills, Content, Methods of Instruction, Typical Assignments, Textbooks, Course Goal, Learning Goals, Methods of Assessment
Enrollment Restrictions: Removing: Satisfactory completion of ART 170 with a minimum grade of C or better ART 182 with a minimum grade of C or better or Requesting: Satisfactory completion of ART 170 Or ART 182
Distance Education Status: None
Materials Fee Status: Maintaining fee of \$28
Articulation Status: Transfer to CSU and UC
General Education Status: None
Rationale: Curriculum is being updated to reflect changes in the materials, techniques and aesthetics of fine art photography.
Program Impact:
1. Art A.A. Degree
2. Photography A.A. Degree
3. Photography A.A. Degree Major

NURSE 260	<p>Nursing Process: Pharmacology 2</p> <p>Effective: Summer 2013</p> <p>MODIFY Description, Hours/Face to Face Modalities, Content, Methods of Instruction, Typical Assignments, Textbooks, Course Goal, Learning Goals, Methods of Assessment</p> <p>Enrollment Restrictions: Removing (A) Satisfactory completion of FDNTR 219, (P) Acceptance into the Nursing Program, (C) Concurrent enrollment in NURSE 261 or satisfactory completion of corequisite course, Modifying (LOE): Enrollment limited to students who have been accepted into the Associate Degree Nursing Program.</p> <p>Distance Education Status: None</p> <p>Materials Fee Status: None</p> <p>Articulation Status: Transfer to CSU</p> <p>General Education Status: None</p> <p>Rationale: Periodic Review</p> <p>Program Impact:</p> <ol style="list-style-type: none"> 1. Associate Degree Nursing Program Curriculum (for RN) A.S. Degree 2. Associate Degree Nursing Program Curriculum (for RN) A.S. Degree
NURSE 261	<p>Nursing Process Fundamentals 8</p> <p>Effective: Summer 2013</p> <p>MODIFY Hours/Face to Face Modalities, Content, Methods of Instruction, Typical Assignments, Textbooks, Course Goal, Learning Goals, Methods of Assessment</p> <p>Enrollment Restrictions: Removing: (P) Acceptance into the Associate Degree Nursing program (C) Concurrent enrollment in NURSE 260, Maintaining (A) Before enrolling in this course, students are strongly advised to satisfactorily complete NURSE 115 and FDNTR 219. Maintaining (C) Concurrent enrollment in NURSK 800, Modifying: (LOE) Enrollment limited to students who have been accepted into the Associate Degree Nursing Program.</p> <p>Distance Education Status: Requesting: Teleclass</p> <p>Materials Fee Status: Decreasing fee from \$150 to \$135</p> <p>Articulation Status: Transfer to CSU</p> <p>General Education Status: None</p> <p>Rationale: Periodic Review</p> <p>Program Impact:</p> <ol style="list-style-type: none"> 1. Associate Degree Nursing Program Curriculum (for RN) A.S. Degree 2. Associate Degree Nursing Program Curriculum (for RN) A.S. Degree
PEC 162	<p>Aikido 1 Basic 1</p> <p>Effective: Summer 2013</p> <p>MODIFY Content, Methods of Instruction, Course Goal, Learning Goals, Methods of Assessment</p> <p>Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to be able to demonstrate physical activity, such as falling down and standing up. Students are also advised to consult a physician if they are pregnant, or have significant health problems.</p> <p>Distance Education Status: Not approve for Distance Education</p> <p>Materials Fee Status: None</p> <p>Articulation Status: Transfer to CSU and UC</p> <p>General Education Status: Approved for MJC Activities.</p> <p>Rationale: Minor changes in vocabulary.</p> <p>Program Impact:</p> <ol style="list-style-type: none"> 1. Physical Education A.A. Degree Major

PEC	163	<p>Aikido 2 Intermediate 1</p> <p>Effective: Summer 2013</p> <p>MODIFY Repetitions, Content, Methods of Instruction, Typical Assignments, Course Goal, Learning Goals, Methods of Assessment</p> <p>Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to demonstrate the Aikido Techniques: Yonkyo, Sumi Otoshi, Tenchi Nage, Ikkyo, Kotegaeshi and Irimi Nage or hold Kyu rank from an Aikido Dojo.</p> <p>Distance Education Status: Not approve for Distance Education</p> <p>Materials Fee Status: None</p> <p>Articulation Status: Transfer to CSU and UC</p> <p>General Education Status: Approved for MJC Activities.</p> <p>Rationale: Updating to reflect correct lab unit values.</p> <p>Program Impact:</p> <ol style="list-style-type: none"> 1. Physical Education A.A. Degree Major
PEW	180	<p>Women's Softball 1</p> <p>Effective: Summer 2013</p> <p>MODIFY Discipline Number, Units, Description, Field Trips, Repetitions, Hours, Content, Methods of Instruction, Typical Assignments, Course Goal, Learning Goals, Methods of Assessment</p> <p>Enrollment Restrictions: None</p> <p>Distance Education Status: Not approve for Distance Education</p> <p>Materials Fee Status: None</p> <p>Articulation Status: Transfer to CSU and UC</p> <p>General Education Status: Approved for MJC Activities.</p> <p>Rationale: Periodic Review</p> <p>Program Impact:</p> <ol style="list-style-type: none"> 1. Physical Education A.A. Degree Major
PHILO	140	<p>Philosophy and Film 3</p> <p>Effective: Summer 2013</p> <p>MODIFY Content, typical Assignments Textbooks, Course Goal, Learning Goals, Methods of Assessment</p> <p>Enrollment Restrictions: None</p> <p>Distance Education Status: Not approve for Distance Education</p> <p>Materials Fee Status: None</p> <p>Articulation Status: Transfer to CSU and UC</p> <p>General Education Status: Approved for MJC-GE: C, CSU-GE: C2, IGETC: 3B</p> <p>Rationale: Cover</p> <p>Program Impact:</p> <ol style="list-style-type: none"> 1. CSU General Education Pattern Certificate of Achievement "New Program" 2. General Studies, Emphasis in Humanities A.A. Degree

NEW COURSES

None

VI. PROGRAM NOTIFICATION AGENDA

Program Learning Outcomes

Medical Assisting Program Learning Outcomes (attached)

Theatre Program Learning Outcomes (attached)

Chancellor’s Office Approvals: PROGRAMS: CCC-501, CCC510, CCC-511, CCC-300 Application Approvals
(None)

Chancellor’s Office Denials: PROGRAMS

Chancellor’s Office Updates

VII. PROGRAM CONSENT AGENDA

INACTIVATE: SRA: Art Gallery/Museum Studies 17 units
Effective Term: Summer 2012 **Expedited!**

VIII. PROGRAM DISCUSSION AGENDA

Program Changes that do not require Chancellor’s Office Notification/Application

MODIFY AS: Fire Science 30 units
Effective Term: Summer 2012 **Expedited!**
Modify: Electives List - Add FSCI 399; Remove FSCI 398
Rationale: Following CCCCCO auditor recommendations, FSCI 399 has been reactivated and FSCI 398 is proposed for inactivation.

MODIFY C: Fire Science 30 units
Effective Term: Summer 2012 **Expedited!**
Modify: Electives List - Add FSCI 399; Remove FSCI 398
Rationale: Following CCCCCO auditor recommendations, FSCI 399 has been reactivated and FSCI 398 is proposed for inactivation.

MODIFY AA: Spanish 20 units
Effective Term: Summer 2012 **Expedited!**
Modify: Required preparation courses: Removal of “or” statements
Rationale: “Or” statements are incorrect. They are no longer necessary.

CCC-501: Application for Approval - New Credit Programs
(None)

CCC-510: Substantial Changes to an Approved Credit Program

ADOPT:	C: Chemical Dependency Counseling Effective Term: Upon CCCCCO application approval	36
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CCC-511: Non-Substantial Changes to Approved Program or Change of Active–Inactive Status

INACTIVATE:	AS: Industrial Technology – Electrician Effective Term: Summer 2012 Expedited!	30
INACTIVATE:	C: Industrial Technology – Electrician Effective Term: Summer 2012 Expedited!	30 ½
INACTIVATE:	AS: Maintenance Electrician Effective Term: Summer 2012 Expedited!	30 ½
INACTIVATE:	C: Maintenance Electrician Effective Term: Summer 2012 Expedited!	24½
MODIFY	C: Automotive Maintenance Effective Term: Summer 2012 Expedited! Modify: Title from “Maintenance Mechanic” to the above.	37
MODIFY	University Preparation, Emphasis in Biological Sciences Effective Term: Summer 2012 Expedited! Modify: Degree type from AA to AS	21-25
MODIFY	University Preparation, Emphasis in Chemistry Effective Term: Summer 2012 Expedited! Modify: Degree type from AA to AS	20
MODIFY	University Preparation, Emphasis in Environmental Science Effective Term: Summer 2012 Expedited! Modify: Degree type from AA to AS	18
MODIFY	University Preparation, Emphasis in Physics Effective Term: Summer 2012 Expedited! Modify: Degree type from AA to AS	20

IX. UNFINISHED BUSINESS

Action Items

- | | |
|---|----------------------|
| 1. Course Substitutions for Academic Awards | M. Robles / B. Adams |
| 2. Placing Courses within Disciplines | M. Adams/B. Adams |
| 3. Revisions to CurricUNET Course Proposal Fields and Word Report | B. Adams |

Informational Items

1. **Equating Courses and Repetitions** L. Miller
Postponed Indefinitely
2. **Independent Study and Work Experience Course Outlines** B. Adams

X. NEW BUSINESS

Action Items

1. **Prerequisite/Corequisite/Advisory/Limitation on Enrollment Language Standardization** L. Miller
No Report

XI. WORKGROUPS

1. **Operations Workgroup** J. Zamora / B. Adams / L. Miller
Catalog Production Update

XII. TASK FORCES

1. **CurricUNET Implementation Task Force Update** B. Adams/L. Miller

XIII. PUBLIC COMMENT



Curriculum Committee

MINUTES

Tuesday, January 31, 2012

Yosemite 213 2:40 PM

- Members Present:** B. Adams (Co-chair), M. Adams, J. Beebe, S. Circle, R. Cranley, K. Ennis, M. Garcia, E. Kerr, L. Lanigan, C. Mulder, E. Maki, L. Hatch, M. Robles, J. Sola, P. Upton, J. Zamora (Co-Chair/President-Elect Academic Senate)
- Members Absent:** M. Boyd, Community & Economic Development Rep. (Vacant), S. Shore, R. Jones (ASMJC Rep.), M. Lynch, C. Vaughn, Student Services Rep. (Vacant), K. Walters Dunlap
- Others Present:** L. Miller (Curriculum Specialist), J. Hughes (Evaluations)

I. APPROVAL OF ORDER OF AGENDA

Hearing no objections, the order of the agenda was approved.

II. APPROVAL OF MINUTES

January 17, 2012

(M/S/U (M. GARCIA, C. MULDER) to APPROVE the MINUTES of 01/17/2012

III. NOTIFICATION

		<u>Units</u>	<u>Page</u>
PEC 133	Ballet 1	1	
THETR 189	Effective: Summer 2012 Expedited		
	Rationale for Expedited Approval: A data discrepancy has been discovered. A misalignment between the parent course record and the child course record caused one course title to be erroneously changed from Ballet 1 to Beginning Ballet. Let the record show that the course title should be Ballet 1 and therefore align with Ballet 2, recently approved. In CurricUNET, the PEC 133 is the correct version of the course, and should provide the data that is required for the 2012-2013 Catalog.		
	MODIFY; Title		
	Program Impact:		
	1. Theatre, AA Degree		
	2. Physical Education, AA Degree		
	The committee was notified of the EXPEDITED MODIFICATIONS to PEC 133/THETR 189		

IV. CONSENT

CGR 221	Image Capture and Manipulation	3
	Effective: Summer 2012 Expedited!	
	INACTIVATE	
	Program Impact:	
	1. Graphic Design A.S. Degree	
	2. Graphic Design Certificate of Achievement	
	3. Photography A.A. Degree Major	
	4. Prepress Certificate of Achievement	
	5. Printing and Lithography Certificate of Achievement	

During discussion of the CONSENT AGENDA, B. Adams informed the committee that, due to catalog production, she and Instruction Office are discovering issues that should have been resolved during the academic year that – for whatever reason (often technological) did not occur. This late inactivation is an example of such an issue. The committee was told that there are likely to be more on future agendas

Hearing no objections, the EXPEDITED INACTIVATION of CGR 221 was approved.

V. DISCUSSION

INACTIVATIONS

(None)

UPDATES (including modifications/reactivations)

ELTEC	205	Electronics Fabrication and Assembly Techniques Effective: Fall 2012 Expedited! Rationale for Expedited Approval: Lab hours were doubled in the last update of ELTEC 205. The structure should be a 3 unit class that is 2 hours of lecture and 3 hours of lab. MODIFY: Hours/face to face modalities Enrollment Restrictions: None Distance Education Status: None Materials Fee Status: Maintaining \$30 Articulation Status: Transfer to CSU General Education Status: Not approved for GE Rationale: To ensure student progression within program Program Impact: <ol style="list-style-type: none">1. Industrial Electronics Certificate of Achievement2. Industrial Electronics A.S. Degree M/S/U (S. CIRCLE, P. UPTON) to MODIFY ELTEC 205 M/S/U (J. BEEBE, L. LANIGAN) to MAINTAIN FEE for ELTEC 205 M/S/U (S. CIRCLE, J. BEEBE) to EXPEDITE IMPLEMENTATION of ELTEC 205	3
FSCI	332	Fire Science Tactics & Strategy Effective: Summer 2013 MODIFY: Content, methods of instruction, assignments, textbooks, assessments, requisite skills Enrollment Restrictions: Maintaining: (P) Satisfactory completion of FSCI 301 Distance Education Status: None Materials Fee Status: None Articulation Status: Does not transfer General Education Status: Not approved for GE Rationale: Course is being modified to adhere to scheduled curriculum review matrix, Fall 2011/Spring 2012. Program Impact: <ol style="list-style-type: none">1. Fire Science A.S. Degree2. Fire Science Certificate of Achievement M/S/U (S. CIRCLE, P. UPTON) to MODIFY FSCI 332 M/S/U (C. MULDER, E. MAKI) to MAINTAIN ENROLLMENT RESTRICTIONS FOR FSCI 332	3
FSCI	337	Wildland Fire Control Effective: Summer 2013 MODIFY: Content, enrollment restrictions, content, methods of instruction, textbooks, course goal, learning goals Enrollment Restrictions: Removing (P) Satisfactory completion of FSCI 301 with a minimum grade of C or better; Requesting: (LOE) enrollment limited to students who can provide State Fire Training	3

Certificate for Firefighter 1

Distance Education Status: None

Materials Fee Status: None

Articulation Status: Does not transfer

General Education Status: Not approved for GE

Rationale: Course is being modified to adhere to scheduled curriculum review matrix, Fall 2011/Spring 2012.

Program Impact:

1. Fire Science A.S. Degree
2. Fire Science Certificate of Achievement

M/S/U (S. CIRCLE, P. UPTON) to MODIFY FSCI 337 During blanket approval of course modifications, S. Circle expressed concern about one of the course goals for FSCI 337. She commented that it did not appear to follow the format and style of the other goals. Lively discussion ensued. It was clarified that course goals are a continuation of the phrase, "Upon successful completion of this course, student will be able to..." It was determined that there was no issue.

M/S/U (C. MULDER, E. MAKI) to MODIFY ENROLLMENT RESTRICTIONS FOR FSCI 337

FSCI 356

Fire Management 1

2.5

Effective: Summer 2013

MODIFY: Units, hours/face to face modalities, enrollment restrictions, content

Enrollment Restrictions: Removing (P) Satisfactory completion of FSCI 301 with a minimum grade of C or better, Adding (A) Before enrolling in this course, students are strongly advised to satisfactorily complete FSCI 356.

Distance Education Status: None

Materials Fee Status: Maintain fee of \$110

Articulation Status: Does not transfer

General Education Status: Not approved for GE

Rationale: Course is being modified to adhere to scheduled curriculum review matrix, Fall 2011.

Program Impact:

1. Fire Science A.S. Degree
2. Fire Science Certificate of Achievement

Pulled by M. Adams due to concerns that requisite skills were still in place for the course even though the enrollment restrictions were being removed, and due to concerns about a referenced guide under Texts and Other Readings. J. Sola provided background and explained that the requisite skills were not required by the State Fire Marshal; however, faculty wanted to keep them in place. He had removed the prerequisite and neglected to remove the requisite skills. Questions arose as to why he as an administrator was revising course outlines. He explained that there are no full-time faculty in FSCI. It was suggested that, in lieu of a prerequisite, that an advisory be added. He agreed to this solution. The other concern was about the appearance of a reading listed with textbooks. The title as written might confuse students "State Fire Marshal, Fire Management 1..." It was noted the State Fire Marshal was a "corporate author," not necessarily one author and the formatting may need revisions to help clarify this to students.

M/S/U (M. ADAMS, M. GARCIA) to MODIFY FSCI 356

M/S/U (C. MULDER, E. MAKI) to REMOVE ENROLLMENT RESTRICTIONS FOR FSCI 356

M/S/U (J. BEEBE, L. LANIGAN) to MAINTAIN FEE for FSCI 356

FSCI 367

Fire Investigation 1B

2.5

Effective: Summer 2013

MODIFY: Units, hours/face to face modalities, content, enrollment restrictions, typical assignments, course goal

Enrollment Restrictions: Removing (P) Satisfactory completion of FSCI 357 with a minimum grade of C or better; Requesting: (LOE) enrollment limited to students who can provide State Fire Training Certificate for Fire Investigation 1A

Distance Education Status: None

Materials Fee Status: Maintain fee of \$110

Articulation Status: Does not transfer

General Education Status: Not approved for GE

Rationale: Course is being modified to adhere to scheduled curriculum review matrix, Fall 2011.

Program Impact:

1. Fire Science A.S. Degree
2. Fire Science Certificate of Achievement

Pulled by M. Adams due to concerns that the LOE for FSCI 367 seems read as though the student needs to show completion of FSCI 367. J. Sola noted this was an error and that it should read "1A" instead of "1B". The other issue was that the Evidence of Appropriate Workload seemed to display assignments, not the amount of time. The committee agreed that this could be improved with minor adjustments to the text which were addressed during the meeting.

M/S/U (M. ADAMS, E. KERR) to MODIFY FSCI 367

M/S/U (C. MULDER, E. MAKI) to MODIFY ENROLLMENT RESTRICTIONS FOR FSCI 367

M/S/U (J. BEEBE, L. LANIGAN) to MAINTAIN FEE for FSCI 367

MUST 134

Aural Skills 4

1

Effective: Spring 2013 Fall 2012 **Expedited!**

Rationale for Expedited Approval: The course is being modified to comply with Title 5 changes to TBA hours.

MODIFY: Description, grading, hours/face to face modalities, requisite skills, content, methods of instruction, typical assignments, textbooks, course goal, learning goals, methods of assessment

Enrollment Restrictions: Maintaining: (P) Satisfactory completion of MUST 133. (A) Before enrolling in this course, students are strongly advised to satisfactorily complete or be concurrently enrolled in MUST 124

Distance Education Status: None

Materials Fee Status: None

Articulation Status: Transfer to CSU and UC

General Education Status: Not approved for GE

Rationale: Periodic Review

Program Impact:

1. Music A.A. Degree

M/S/U (S. CIRCLE, P. UPTON) to MODIFY MUST 134

M/S/U (C. MULDER, E. MAKI) to MAINTAIN ENROLLMENT RESTRICTIONS FOR MUST 134

During blanket approval of EXPEDITED proposals, it was asked why the course was being expedited for SP 2013 as opposed to other terms like SUMMER 2012 and FALL 2012. B. Adams reported that the division dean and author indicated it would not be offered again until SP 2013, and that it is too late to implement for SP 2012 or SU 2012. It was asked "why not FALL 2012?" J. Zamora noted that would be effective, in terms of the catalog, and reminded the committee that the curriculum cycle revolves around the academic terms defined in the catalog.

M/S/U (S. CIRCLE, J. BEEBE) to EXPEDITE IMPLEMENTATION with a friendly amendment to change the effective term from SP2013 to FA2012 for MUST 134

NURSE 265

Nursing Process: Medical-Surgical

6

Effective: Summer 2013

MODIFY: Hours/face to face modalities, enrollment restrictions, content, methods of instruction, textbooks, course goal, learning goals, methods of assessment

Enrollment Restrictions: Removing: (P) satisfactory completion of NURSE 260, NURSE 261, NURSE 262, NURSE 263, and NURSE 264, or (C) concurrent enrollment in NURSK 800. Maintaining: (LOE) Enrollment limited to students who have been accepted into the Associate Degree Nursing Program.

Distance Education Status: Maintaining Teleclass

Materials Fee Status: Decreasing fee from \$80 to \$65

Articulation Status: Transfer to CSU

General Education Status: Not approved for GE

Rationale: Periodic review to make course in compliance.

Program Impact:

Stand Alone

M/S/U (S. CIRCLE, P. UPTON) to MODIFY NURSE 265

M/S/U (C. MULDER, E. MAKI) to MODIFY ENROLLMENT RESTRICTIONS FOR NURSE 265

M/S/U (M. ROBLES, L. HATCH) to MAINTAIN DE MODALITY FOR NURSE 265

M/S/U (J. BEEBE, L. LANIGAN) to DECREASE FEE for NURSE 265

SOCSC 105

Women's Studies

3

Effective: Summer 2013

MODIFY: Description, hours/face to face modalities, requisite skills, content, methods of instruction, typical assignments, textbooks, course goal, learning goals, methods of assessment

Enrollment Restrictions: Maintaining: (A) before enrolling in this course, students are strongly advised to satisfactorily complete ENGL 101.

Distance Education Status: None

Materials Fee Status: None

Articulation Status: Transfer to CSU and UC

General Education Status: Approved for (MJC-GE: B) (CSU-GE: D4) (IGETC: 4J); Requesting for (IGETC: 4D)

Rationale: This course is due for periodic review

Program Impact:

1. CSU General Education Pattern Certificate of Achievement
2. Ethnic Studies Skills Recognition Award
3. General Studies, Emphasis in Humanities A.A. Degree
4. General Studies, Emphasis in Social and Behavioral Sciences A.A. Degree
5. MJC-GE Pattern A.A. Degree Major

M/S/U (S. CIRCLE, P. UPTON) to MODIFY SOCSC 105

M/S/U (C. MULDER, E. MAKI) to MAINTAIN ENROLLMENT RESTRICTIONS FOR SOCSC 105

M/S/U (E. KERR, J. SOLA) to MAINTAIN EXISTING GE PLACEMENT and REQUEST ADDITIONAL PLACEMENT on IGETC:4D

NEW COURSES

None

VI. PROGRAM NOTIFICATION AGENDA

Program Learning Outcomes

Technical Education Program Learning Outcomes (attached)

Child Development Program Learning Outcomes (attached)

Chancellor's Office Approvals: PROGRAMS: CCC-501, CCC510, CCC-511, CCC-300 Application Approvals

(None)

Chancellor's Office Denials: PROGRAMS

Chancellor's Office Updates

VII. PROGRAM CONSENT AGENDA

VIII. PROGRAM DISCUSSION AGENDA

Program Changes that do not require Chancellor's Office Notification/Application

MODIFY: AS: Child Development 30 units
Effective Term: Summer 2012 **Expedited!**
Modify: Program Structure
Rationale: Current structure as reflected in the catalog does not reflect the true intent of the program, and is misleading students and counselors. Revisions came through as "soft revisions" to L. Miller, who noted that they need approval of the curriculum committee to be reflected in the catalog.
M/S/U (L. HATCH/ J. SOLA) to APPROVE MODIFICATION of AS: CHILD DEVELOPMENT
M/S/U (L. HATCH/ J. SOLA) to EXPEDITE APPROVAL of AS: CHILD DEVELOPMENT

MODIFY: AS: Fire Science 30 units
Effective Term: Summer 2012 **Expedited!**
Modify: Add FTECH 301XABC to list of electives
Rationale: the committee intended to add this course as an elective course into program at the 4/21/11 meeting, however the agenda/minutes erroneously listed FTECH 310XABC, which had already been added to the electives.
M/S/U to (L. HATCH/ J. SOLA) APPROVE MODIFICATION of AS: FIRE SCIENCE
M/S/U to (L. HATCH/ J. SOLA) EXPEDITE APPROVAL of AS: FIRE SCIENCE

CCC-501: Application for Approval - New Credit Programs

(None)

CCC-510: Substantial Changes to an Approved Credit Program

(None)

CCC-511: Non-Substantial Changes to Approved Program or Change of Active-Inactive Status

INACTIVATE: AS: City and Regional Planning 30 units
Effective Term: Summer 2012 **Expedited!**
M/S/C (P. UPTON/ M. ADAMS) to INACTIVATE of AS: CITY AND REGIONAL PLANNING
M/S/C (P. UPTON/ M. ADAMS) to EXPEDITE INACTIVATION of AS: CITY AND REGIONAL PLANNING
13 AYES
1 NAY
0 ABSTENTIONS

INACTIVATE: AS: Construction Management 30 units
Effective Term: Summer 2012 **Expedited!**
M/S/C (P. UPTON/ M. ADAMS) to INACTIVATE of AS: CONSTRUCTION MANAGEMENT
M/S/C (P. UPTON/ M. ADAMS) to EXPEDITE INACTIVATION of AS: CONSTRUCTION MANAGEMENT

INACTIVATE: C: Film 17 units
Effective Term: Summer 2012 **Expedited!**
M/S/C (P. UPTON/ M. ADAMS) to INACTIVATE of C: FILM
M/S/C (P. UPTON/ M. ADAMS) to EXPEDITE INACTIVATION of C: FILM

INACTIVATE: AA: French
Effective: Summer 2011 **(Retroactive!)**
This degree was approved by the MJC Curriculum Committee for modification/reactivation at the 11/23/2010 curriculum meeting. The degree was already active in the CCC Inventory, but has not been offered in a number of years because it was inactivated locally and possibly

informally.

The proposed modification would change the “total units” in the major, therefore requiring a CCC-511 application to change the number of units on file at the CCCC. The CCC-511 application requires identification of Program Learning Outcomes (PLOs) as well as evidence of course articulation, of which the latter was not on file in the MJC Instruction Office. At the time of submitting the CCC-511, when prompted to provide this information, the faculty author, Ines Bucknam, stated she did not want to proceed with forwarding the application to the CCCC, and suggested that reactivation be pursued at a later date. L. Miller informed her that inactivation of the degree would be required at this time to keep alignment between local curriculum and state curriculum records.

M/S/C (P. UPTON/ M. ADAMS) to APPROVE INACTIVATION of AA: FRENCH
M/S/C (P. UPTON/ M. ADAMS) to RETROACTIVELY INACTIVATE AA: FRENCH

IX. UNFINISHED BUSINESS

Action Items

1. **Course Substitutions for Academic Awards**

M. Robles / B. Adams

M. Robles reported that this project is on hold until the completion of catalog production so that L. Miller can assist with designing improvements to the form.

2. **Placing Courses within Disciplines M. Adams/B. Adams**

M. Adams reported that the question of “how are people placed with disciplines” is a question that is being posed at institutions statewide. Those schools that have this process in place are reporting to the effect that this is done “the way we plan to do it.” B. Adams and M. Adams are to meet today and next week to further discuss options. The issue that really needs attention right now is WHERE in CurricUNET would this be captured within the course development structure- on the cover page? M. Adams believes this could be a logical place for this information. For example, cross-listings are captured in this location. L. Hatch reminded the group “when you hire adjunct, they must be qualified to teach any course in the discipline.” J. Zamora offered an example from Computer Science, explaining that – within that program/dept. – all courses would be assigned the discipline of Computer Science. Since the Computer Science department is also responsible for Computer Information Systems, it would be appropriate to also assign the discipline of Computer Information Systems to some Computer Science courses, such as General Computer Literacy and Introduction to Information Systems.

3. **Revisions to CurricUNET Course Proposal Fields and Word Report**

B. Adams

B. Adams brought up the proposal prepared by B. Sanders, and noted that the college is still waiting to hear what the accreditation Site Visit Report notes about alignment of SLOs to course goals (objectives.) Because she had yet to meet with her division, S. Circle expressed immediate concern about her perception that the SLOs would appear on the course outline of record. B. Adams clarified that this is not the case, and walked her through how the formatting would appear. When B. Adams showed S. Circle the Phase 2 overview, S. Circle expressed additional concern about information she is getting about SLOs, and how SLOs might be driving content. She noted that this appeared to support that, and that she is concerned. She gave the specific example of peer-editing assignments, and how, reportedly – since they could not be assessed, it was advised that that sort of peer-editing objective be removed from the course, which was unfortunate. “They learn so much from that sort of assignment.” There was lively discussion. Many members provided feedback, explaining that this may be a misunderstanding, that it may be that it is not understood that the SLO of editing is more global, and can include various editing assignments – and that the peer-editing project is granular. It is not the format in which the student is editing, but the editing itself that needs to be assessed. It was stated that SLOs need to be as sparse as possible, and it appeared to S. Circle that this was in direct conflict with that directive. She claimed that current trends seem to be focusing on assessment rather than a global goal of improving teaching and learning. It was offered that the emphasis and challenge is not so much about assessment, but documenting the whole process, which is what this proposal aims to do.

Informational Items

1. **Equating Courses and Repetitions** L. Miller
Postponed Indefinitely
2. **Independent Study and Work Experience Course Outlines** B. Adams
No Report

X. NEW BUSINESS

Action Items

1. **Prerequisite/Corequisite/Advisory/Limitation on Enrollment Language Standardization** L. Miller
No Report
2. **AP and IB Charts, Pathways – Catalog Pages** R. Cranley/ L. Miller
R. Cranley presented updated AB and IB Charts for the 2012-2013 catalog, explaining that the updates were non-technical, but structural and editorial. She explained that the goal is to make the documents more student-friendly, and to make it very clear to all involved the scope of the policy and how the process works. L. Miller then explained that the University Preparation Pathway, Career/Technical Education Pathway, and CSU Transfer Model Curriculum requirements were updated. Were there any issues that needed to be addressed or corrected on the proofs before the committee? Some typos were noted. J. Hughes asked the committee what was meant by “only one degree may be offered in any one program,” a phrase which appears on both the CSU TMC pathway, and the UP pathway. This means, for evaluators, that a student can earn a degree (for example) in University Preparation, Emphasis in Communication, an AA in Speech Communication, as well as the recently approved AA-T in Communication. Is the group OK with that? One member remarked that M. Morales (AG) would be able to defend the need for multiple degrees in a program because of how the curriculum is designed. Others did not think it appropriate. One member asked “what is the meaning of the degree, and does that undermine it?” There was no resolution. It was suggested that the issue be placed on a future agenda for further inquiry and evaluation. B Adams reminded the committee of past practice, wherein these pathways were endorsed by the committee prior to inclusion in the next catalog and requested a vote be taken on this action item.
M/S/U (M. ADAMS, E. KERR) to approve the 2012-2013 UNIVERSITY PREPARATION PATHWAY, CAREER TECHNICAL EDUCATION PATHWAY, and CSU TRANSFER MODEL CURRICULUM with corrections.

XI. WORKGROUPS

1. **Operations Workgroup** J. Zamora / B. Adams / L. Miller
Catalog Production Update
L. Miller explained that proofs were available on the <http://curriculum.comm.mjc.edu> and asked the committee to be diligent in their review of all data in the drafts.

XII. TASK FORCES

1. **CurricUNET Implementation Task Force Update** B. Adams/L. Miller
B. Adams indicated this was addressed in Unfinished Business Action Item #3, Revisions to CurricUNET.

XIII. PUBLIC COMMENT

E. Kerr announced that her daughter is selling Girl Scout cookies.

Meeting adjourned at 4:30

Technology Mediated Instruction(T.M.I.) Form

PREPARED BY: Gregory Hausmann

DATE SUBMITTED:

COURSE PREFIX AND NUMBER: ADJU 203

COURSE TITLE: Concepts of Criminal Law

EFFECTIVE DATE:

METHOD OF INSTRUCTION

ONLINE COURSE All class time is done online. Students must have access to a computer with individual e-mail account and access to the World Wide Web. Course has no on-campus meetings.

TYPE OF TEACHING MODALITIES

TEACHING MODALITIES	TEACHING MODALITIES
E-mail	Web or Computer-based Activities
Asynchronous Discussion	Written Assignments
Viewing Text-based Materials	Reading Online Materials
	Other Assigned Readings
	Viewing video/audio Materials
	Quizzes, Self-test and Exams

COURSE ANALYSIS

1. Describe how methods selected will insure appropriate instructor/student contact as required by Title 5. Students will have access to instructor through e-mail, live-chat, and threaded discussion. They also have private as well as group interaction with each other in both synchronous and asynchronous models. They will also be placed as interactive "interns" via simulation Authorware software to place them in situations to solve realistic administration of justice problems and discover skills along the way. They do so through videos, animations, interactive graphics, guided work in live application, and wealth of resources online.
2. Describe how the methods selected will allow students to meet the student learning goals of the course. The timed on-line examinations, computer generated projects and homework assignments- including, but not limited to, Internet Activities for Criminal Justice students, InfoTrac-College Edition: Exercises for Criminal Justice students. web pages. and interactive participation in synchronous and

asynchronous discussion will allow students to meet the learning goals. Students can access content, MJC library and other sources via Internet.

3. Are the methods of evaluation different from those listed on the approved course outline? If so, in what ways do they differ? Methods of evaluation are same as course outline.
-

AA Degree: Theatre

In addition to demonstrating the abilities listed as General Education Student Learning Outcomes, students who complete the Associate's Degree in Theatre will be able to:

1. Demonstrate knowledge of theatre from an historical perspective.
2. Demonstrate an understanding of time management, commitment, follow-through, and responsibility to achieve a common goal.
3. Creatively analyze, critique, and interpret works of theatrical art.
4. Demonstrate an understanding of and empathy for the racial, ethnic, and cultural diversity of U.S. and world theatre.
5. Express creativity in the artistic process.

A.S. Degree: Medical Assisting

In addition to demonstrating the abilities listed as General Education Student Learning Outcomes, students who complete the Associate's Degree in Medical Assisting will be able to:

1. Provide competent medical assisting care, in variety of settings, based on the Entry-Level Competencies for the Medical Assistant.
2. Communicate effectively with colleagues, patients/clients, and other members of the health care team.
3. Establish and maintain professional working relationships with men and women from diverse backgrounds.
4. Demonstrate understanding of the legal implications of healthcare and use critical thinking skills to make ethical decisions.
5. Set and achieve professional goals.
6. Make a substantial contribution to the quality of healthcare by representing the medical assisting profession with pride and dedication.

Certificate of Achievement: Medical Assisting

Students who complete the Certificate of Achievement in Medical Assisting will be able to:

1. Provide competent medical assisting care, in variety of settings, based on the Entry-Level Competencies for the Medical Assistant.
2. Communicate effectively with colleagues, patients/clients, and other members of the health care team.
3. Establish and maintain professional working relationships with men and women from diverse backgrounds.
4. Demonstrate understanding of the legal implications of healthcare and use critical thinking skills to make ethical decisions.
5. Set and achieve professional goals.
6. Make a substantial contribution to the quality of healthcare by representing the medical assisting profession with pride and dedication.

Spanish PROGRAM

The Department of Spanish offers various courses that provide students with the foundation for Spanish language study. Knowledge of Spanish is highly desirable in the many fields, such as health, service, business, travel and interpreting. Beyond the immediate practical advantages of learning a foreign-language, there is also the profound personal enrichment that comes from first-hand knowledge of other cultures. Students majoring in Spanish have the opportunity to become acquainted with the history, literature, and art of the Spanish-speaking world. Students are urged to discuss their plans with faculty and counselors regarding the specific lower-division requirements at the four-year colleges and universities they plan to attend.

EXPECTED STUDENT LEARNING OUTCOMES

Upon the successful completion of the A.A. degree in Spanish at Modesto Junior College, students will be able to:

1. *Communicate orally in Spanish in real-life situations at an advanced high proficiency level.*
2. *Demonstrate proficiency in the comprehension of oral messages*
3. *Demonstrate proficiency in oral expression in Spanish.*
4. *Understand someone else speaking about a discipline-related topic and be able to engage that person in discussion.*
5. *Communicate in writing in Spanish at an advanced high proficiency level with minimal errors in grammar, spelling and the mechanics of writing.*
6. *Write clear and coherent essays in Spanish on various topics related to everyday situation and work.*
7. *Exhibit research skills for producing papers including familiarity with library resources and the ability to gather and synthesize information.*
8. *Exhibit the ability to properly quote, paraphrase, and summarize other texts.*
9. *Read critically, interpret analytically, and write coherently about literatures produced in Spanish.*
10. *Analyze and interpret a variety of literary and cultural texts.*
11. *Write clear and coherent essays in Spanish on literary topics.*
12. *Apply critical thinking skills as they read texts.*
13. *Interpret the use of rhetorical and literary techniques.*
14. *Understand and demonstrate appreciation of the cultural values of Spanish-speaking peoples.*
15. *Identify significant individuals and major historical events and developments within Spanish-speaking nations and cultures.*
16. *Analyze social, ethnic, and linguistic diversity in the Spanish-speaking world.*
17. *Compare and contrast the differences and similarities between the U.S. and the Spanish-speaking cultures.*

A.A. Degree: Spanish

To earn an Associate in Arts Degree in this major, the student must complete the requirements detailed in the Career Technical Education Pathway (p. 67) or the University Preparation Pathway (p. 65) which include completion of the requirements below

REQUIRED PREPARATORY COURSES – COMPLETE 8 UNITS

SPAN	102	[1]	Spanish 2	5
SPAN	103	[1]	Spanish 3	5
SPAN	104	[1]	Spanish 4	5
SPAN	109	[2]	Spanish for Spanish Speakers 1	5
SPAN	110	[NP]	Spanish for Spanish Speakers 2	5

REQUIRED COURSES – COMPLETE 6 UNITS

SPAN	112	[NP]	Intro. to Chicano/a Literature	3
SPAN	173	[NP]	Survey of Latin American Literature.....	3

ELECTIVE COURSES – COMPLETE 6 UNITS

ENGL	172	[NP]	Introduction to Chicano/a Literature	3
ENGL	173	[NP]	Introduction to Latin American Literature	3
HIST	125	[NP]	History of Mexico.....	3
HIST	145	[NP]	History of Latin America.....	3
SOCIO	156	[NP]	Mexican Culture in the United States.....	3

MINIMUM UNITS IN A.A. MAJOR 20

test567

ttest

Certificate of Achievement: Chemical Dependency Counseling

STUDENT LEARNING OUTCOMES

Upon satisfactory completion of this program, the student will be able to:

- 1. Perform clinical evaluations which is the systematic approach to screening and assessment of individuals thought to have a substance use disorder; being considered for admission to addiction-related services, or presenting in a crisis situation.*
- 2. Uphold professional standards and ethical responsibilities which are the obligations of an addiction counselor to adhere accepted ethical and behavioral standards, conduct, and professional development.*
- 3. Develop treatment plans which is a collaborative process in which professionals and the client develop a written document that identifies important treatment goals; describes measurable, time-sensitive action steps toward achieving those goals with expected outcomes; and reflects a signed agreement between a counselor and client.*
- 4. Verbalize referrals which is the process of facilitating the client's use of available support systems, and community resources to meet needs identified in clinical evaluations and treatment plans.*
- 5. Demonstrate service coordination which is the administrative, clinical, and evaluative activities that bring the client, treatment services, community agencies, and other resources together to focus on issues and needs identified in the treatment plan.*
- 6. Conduct individual and group counseling sessions which is the collaborative process that facilitates client's progress towards mutually determined treatment goals and objectives.*
- 7. Provide client, family, and community education which is the process of providing clients, families, significant others, and community groups with information on risks related to psychoactive substance use, as well as available prevention, treatment, and recovery resources.*
- 8. Demonstrate appropriate documentation skills which involves the process of screening and intake, assessment, treatment planning, clinical reports, progress notes, discharge summaries, and other client-related data.*

PROGRAM REQUIREMENTS

To earn a certificate of achievement in Chemical Dependency Counseling, the student must satisfactorily complete the requirements detailed in the California Association for Alcohol and Drug Educators curriculum, which include completion of 36 units.

Required Courses - 36 Units

		Units
HUMSR 101	Introduction to Human Services	3
HUMSR 110	Intro to Interviewing, Counseling	3
HUMSR 111	Counseling in Chemical Dependency	3
HUMSR 113	Co-Occurring Disorders	3
HUMSR 116	Drugs and Alcohol in Society	3
HUMSR 117	Inter/Treatment Strategies in Chemical Dependency	3
HUMSR 118	Pharmacology of Abused Substances	3
HUMSR 119	Intro Grp Ldrshp/Grp Process	3
HUMSR 120	Professional Development in the Helping Profession	2

HUMSR 120	Professional Development in the Helping Profession	3
HUMSR 142	Introduction to Psychosocial Rehabilitation	3
	or	
HUMSR 143	Psychosocial Rehabilitation Practice	3
HUMSR 144 *	Community Agency Practicum Discussion	1
HUMSR 145ABD *	Community Agency Practicum	1 - 4

Total Units 36

*2 completions

MJC Curriculum Committee Meeting 2/14/12

CurricUNET Revisions – Placement of Courses within Disciplines would be added to cover page.

Discipline(s)

If CurricUNET is not able to provide the ASCCC link in the discipline field, a link will be provided on the left hand side of the page with the other Internet links

Revisions to Course Outline Word Report would be as follows:

MJC Process for Placing Courses within Disciplines

1. Course author will choose appropriate discipline(s) from the ASCCC Disciplines List. The link to the Disciplines List is located in CurricUNET.
2. Discipline proposal will be reviewed by Technical Review in the normal Technical Review process.
3. Discipline proposal will be reviewed by Curriculum Committee in the normal Committee Member review process.
4. The discipline proposal will be considered an element of the course and will be voted on within the course vote, and will not require a separate vote.
5. If a department wishes to propose assignment of courses to discipline(s) in an expedient manner and the courses are in compliance and not in need of being updated in CurricUNET, a proposal may be submitted to the committee for review and voting purposes. The proposal will be included in the appropriate Curriculum Committee agenda.