I. APPROVAL OF ORDER OF AGENDA

II. APPROVAL OF MINUTES

III. NOTIFICATION

IV. CONSENT

V. DISCUSSION

INACTIVATIONS

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>EHS</td>
<td>Introductory Landscape Planning and Designing</td>
<td>3</td>
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<td></td>
<td>Effective: Summer 2013</td>
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<td>[INACTIVATE]</td>
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<td>Program Impact: Stand Alone</td>
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<tr>
<td>FDP</td>
<td>Certified Professional Food Manager Training</td>
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<tr>
<td></td>
<td>1. Food Processing A.S. Degree None</td>
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<td>2. Food Processing Certificate of Achievement</td>
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<td>FDP</td>
<td>Certified HACCP Manager Training</td>
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<td>1. Food Processing A.S. Degree None</td>
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<td>FDP</td>
<td>Introductory Wine Evaluation</td>
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<td>Program Impact:</td>
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<td>1. Food Processing Certificate of Achievement</td>
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<td>Effective Date</td>
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<tr>
<td>FDP 376</td>
<td>Basic Food Plant Lab Procedures</td>
<td>Summer 2013</td>
<td>1</td>
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<td></td>
<td>1. Agriculture Laboratory Technician Certificate of Achievement</td>
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<td>2. Agriculture Laboratory Technician A.S. Degree</td>
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<td>3. Food Processing Certificate of Achievement</td>
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<td></td>
<td>4. Food Processing A.S. Degree</td>
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</table>

| FDP 378     | Food Lab Instruments               | Summer 2013    | 1              |
|             | **INACTIVATE**                     |                |                |
|             | Program Impact:                    |                |                |
|             | 1. Agriculture Laboratory Technician Certificate of Achievement |
|             | 2. Agriculture Laboratory Technician A.S. Degree |
|             | 3. Food Processing Certificate of Achievement |
|             | 4. Food Processing A.S. Degree     |

| FDP 379     | Food Products Grading             | Summer 2013    | 1              |
|             | **INACTIVATE**                     |                |                |
|             | Program Impact:                    |                |                |
|             | 1. Agriculture Laboratory Technician Certificate of Achievement |
|             | 2. Agriculture Laboratory Technician A.S. Degree |
|             | 3. Food Processing Certificate of Achievement |
|             | 4. Food Processing A.S. Degree     |

| FDP 380     | Food Products Microanalysis-A      | Summer 2013    | 1              |
|             | **INACTIVATE**                     |                |                |
|             | Program Impact:                    |                |                |
|             | 1. Food Processing A.S. Degree     |
|             | 2. Food Processing Certificate of Achievement |
|             | 3. Agriculture Laboratory Technician Certificate of Achievement |
|             | 4. Agriculture Laboratory Technician A.S. Degree |

| FDP 382     | Food Products Microanalysis-C      | Summer 2013    | 1              |
|             | **INACTIVATE**                     |                |                |
|             | Program Impact:                    |                |                |
|             | 1. Food Processing A.S. Degree     |
|             | 2. Food Processing Certificate of Achievement |
|             | 3. Agriculture Laboratory Technician Certificate of Achievement |
|             | 4. Agriculture Laboratory Technician A.S. Degree |

<p>| FDP 386     | Food Lab Chemistry Procedures      | Summer 2013    | 1              |
|             | <strong>INACTIVATE</strong>                     |                |                |
|             | Program Impact:                    |                |                |
|             | 1. Food Processing A.S. Degree     |
|             | 2. Food Processing Certificate of Achievement |
|             | 3. Agriculture Laboratory Technician Certificate of Achievement |
|             | 4. Agriculture Laboratory Technician A.S. Degree |</p>
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<tr>
<th>Course Code</th>
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<th>Program Impact</th>
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<tr>
<td>FDP 387</td>
<td>Food Processing Sanitation &amp; Cleanup</td>
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<td>Summer 2013</td>
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<td>Program Impact:</td>
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<td>1. Agriculture Laboratory Technician Certificate of Achievement</td>
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<td>2. Agriculture Laboratory Technician A.S. Degree</td>
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<td>3. Food Processing Certificate of Achievement</td>
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<td>4. Food Processing A.S. Degree</td>
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<td>INTDS 155</td>
<td>Hist of Interiors/Decorative Arts 2</td>
<td>3</td>
<td>Summer 2013</td>
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<td>1. General Studies, Emphasis in Humanities A.A. Degree</td>
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**UPDATES (including modifications/reactivations)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tr>
<td>FSCI 323</td>
<td>Fire Hydraulics</td>
<td>3</td>
<td>Summer 2013</td>
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<tr>
<td></td>
<td><strong>MODIFY:</strong> Content, requisite skills, methods of Instruction, textbooks, leaning goals</td>
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<td></td>
<td><strong>Enrollment Restrictions:</strong> Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete FSCI 301</td>
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<td></td>
<td><strong>Distance Education Status:</strong> None</td>
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<td></td>
<td><strong>Materials Fee Status:</strong> None</td>
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<td></td>
<td><strong>Articulation Status:</strong> Does not transfer</td>
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<td></td>
<td><strong>General Education Status:</strong> Not approved for GE</td>
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<td></td>
<td><strong>Rationale:</strong> Course is being modified for adherence to scheduled periodic review matrix, Fall 2011/Spring 2012.</td>
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<td><strong>Program Impact:</strong></td>
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<tr>
<td></td>
<td>1. Fire Science Certificate of Achievement</td>
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<td>FSCI 374</td>
<td>Fire Instructor 2B</td>
<td>2.5</td>
<td>Summer 2013</td>
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<td><strong>MODIFY:</strong> Units, description, hours/face to face modalities, requisite skills, content, methods of Instruction, typical assignments, textbooks, leaning goals, methods of assessment</td>
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<td><strong>Enrollment Restrictions:</strong> Removing: (P) Satisfactory completion of FSCI 352, FSCI 353; Requesting: (L) Enrollment limited to students who can provide State Fire Training Certificates for Fire Instructor 1A and 1B, or Training Instructor 1A, 1B, and 1C.</td>
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<td><strong>Distance Education Status:</strong> None</td>
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<td><strong>Materials Fee Status:</strong> Maintaining fee of $110</td>
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<td><strong>Articulation Status:</strong> Does not transfer</td>
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<td><strong>Rationale:</strong> Periodic Review</td>
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<td><strong>Program Impact:</strong></td>
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<td>1. Fire Science Certificate of Achievement</td>
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<td>2. Fire Science A.S. Degree</td>
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</table>
PEM 140 Touch Football and Kanaki 1
**Effective:** Summer 2013

**MODIFY:** Discipline/Number, units, field trips, hours/faceto face modalities, content, methods of Instruction, typical assignments, textbooks, leaning goals, methods of assessment

**Enrollment Restrictions:** None

**Distance Education Status:** None

**Materials Fee Status:** None

**Articulation Status:** Transfer to CSU and UC

**General Education Status:** Approved for (MJC-GE: Activities)

**Rationale:** Periodic review and update to meet current curriculum standards and adhere to curriculum matrix.

**Program Impact:**
1. Physical Education A.A. Degree

PEM 141 Advanced Touch Football 1

**Effective:** Summer 2013

**MODIFY:** Discipline/Number, units, field trips, hours/faceto face modalities, content, methods of Instruction, typical assignments, textbooks, course goal, leaning goals, methods of assessment

**Enrollment Restrictions:** Requesting: (A) before enrolling in this course, students are strongly advised to have previously participated in high school and/or intercollegiate sports requiring strength, agility, and physical conditioning.

**Distance Education Status:** None

**Materials Fee Status:** None

**Articulation Status:** Transfer to CSU and UC

**General Education Status:** Approved for (MJC-GE: Activities)

**Rationale:** Periodic review and update to meet current curriculum standards and adhere to curriculum matrix.

**Program Impact:**
1. Physical Education A.A. Degree

PEM 162 Soccer 1

**Effective:** Summer 2013

**MODIFY:** Discipline/Number, units, field trips, hours/faceto face modalities, content, methods of Instruction, typical assignments, textbooks, course goal, leaning goals, methods of assessment

**Enrollment Restrictions:** None

**Distance Education Status:** None

**Materials Fee Status:** None

**Articulation Status:** Transfer to CSU and UC

**General Education Status:** Approved for (MJC-GE: Activities)

**Rationale:** Periodic review and update to meet current curriculum standards and adhere to curriculum matrix.

**Program Impact:**
1. Physical Education A.A. Degree
Women's Indoor-Outdoor Soccer

Effective: Summer 2013

MODIFY: Discipline/Number, units, field trips, hours/face to face modalities, content, methods of instruction, typical assignments, textbooks, course goal, leaning goals, methods of assessment

Enrollment Restrictions: None
Distance Education Status: None
Materials Fee Status: None
Articulation Status: Transfer to CSU and UC

General Education Status: Approved for (MJC-GE: Activities)

Rationale: Periodic review and update to meet current curriculum standards and adhere to curriculum matrix.

Program Impact:
1. Physical Education A.A. Degree

Introduction to Plant Science

Effective: Summer 2013

MODIFY: Field trips, content, typical Assignments, textbooks, course goal, methods of assessment

Enrollment Restrictions: None
Distance Education Status: None
Materials Fee Status: None
Articulation Status: Transfer to CSU and UC

General Education Status: Approved for (MJC-GE: A) (CSU-GE: B2)

Rationale: Periodic Review

Program Impact:
1. Agricultural Science A.S. Degree
2. Agriculture Business A.S. Degree
3. Agriculture Laboratory Technician Certificate of Achievement
4. Agriculture Laboratory Technician A.S. Degree
5. Agriculture: Sales, Service A.S. Degree
6. Agriculture: Sales, Service Technician Certificate of Achievement
7. Animal Science A.S. Degree
8. CSU General Education Pattern Certificate of Achievement
9. Commercial Floristry Technician Certificate of Achievement
10. Crop Science A.S. Degree
11. Dairy Industry A.S. Degree
12. Dairy Science A.S. Degree
13. Environmental Horticultural Science A.S. Degree
14. Food Processing A.S. Degree
15. Food Processing Certificate of Achievement
16. Forestry A.S. Degree
17. Forestry Technician Certificate of Achievement
18. Fruit Science A.S. Degree
19. General Studies, Emphasis in Natural Sciences A.A. Degree
20. Landscape and Park Maintenance Certificate of Achievement
21. MJC-GE Pattern A.A. Degree Major
22. Mechanized Agriculture A.S. Degree
23. Nursery Production Certificate of Achievement
24. Poultry Science A.S. Degree
25. Recreational Land Management Certificate of Achievement
26. Recreational Land Management A.S. Degree
27. Soil Science A.S. Degree
28. University Preparation, Emphasis in Agricultural Sciences A.A. Degree
NEW COURSES

None

VI. PROGRAM NOTIFICATION AGENDA

Program Learning Outcomes
(None)

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
(None)

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

MODIFY

   University Preparation, Emphasis in Earth Science  18
   Effective Term: Summer 2012 Expedited
   Modify: Degree type from AA to AS

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/J. Zamora
Informational Items

1. Equating Courses and Repetitions  
   Postponed Indefinitely  
   L. Miller

2. Independent Study and Work Experience Course Outlines  
   B. Adams

X. NEW BUSINESS

Action Items

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

XI. WORKGROUPS

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

XII. TASK FORCES

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

XIII. PUBLIC COMMENT
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, P. Upton, J. Zamora (Co-Chair/President-Elect Academic Senate)


Others Present: L. Gerasimchuk (Administrative Assistant, Instruction Office), J. Hughes (Evaluations)

I. APPROVAL OF ORDER OF AGENDA

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

II. APPROVAL OF MINUTES

January 31, 2012

(M/S/U ( ) to APPROVE the MINUTES of 01/31/2012)

III. NOTIFICATION

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<tr>
<td>ART 181</td>
<td>Basic Photography 1</td>
<td>Effective: Summer 2012</td>
<td>Expedited</td>
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<td>Modify: Remove from Activities placement and place on (MJC-GE: C)</td>
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<td>Rationale for expedited approval: When the Curriculum did the GE Alignment project on 4/12/2011, 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.</td>
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<td>The committee was notified of the EXPEDITED MODIFICATION to ART 181</td>
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<tr>
<td>ART 182</td>
<td>Basic Photography 1</td>
<td>1½</td>
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<td>Effective: Summer 2012</td>
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<td>Modify: Remove from Activities placement and place on (MJC-GE: C)</td>
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<td>Rationale for expedited approval: When the Curriculum did the GE Alignment project on 4/12/2011, 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.</td>
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<td>The committee was notified of the EXPEDITED MODIFICATION to ART 182</td>
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CMPSC 275  Database Management Systems  3
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:
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
The committee was notified of the EXPEDITED MODIFICATION to CMPSC 275

IV. CONSENT

V. DISCUSSION

INACTIVATIONS

FSCI 398  Fire Science Special Topics  2
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:
1. Fire Science A.S. Degree
2. Fire Science Certificate of Achievement
M/S/U (J. BEEBE/M. GARCIA) to INACTIVATE FSCI 398
M/S/U (J. BEEBE/ M. GARCIA) to EXPEDITE INACTIVATION OF FSCI 398

OLDAD 820  Jewelry and Metalcraft  0
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
M/S/U (J. BEEBE/M. GARCIA) to INACTIVATE OLDAD 820
M/S/U (J. BEEBE/ M. GARCIA) to EXPEDITE INACTIVATION OF OLDAD 820

OLDAD 822  Lapidary  0
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
M/S/U (J. BEEBE/M. GARCIA) to INACTIVATE OLDAD 822
M/S/U (J. BEEBE/ M. GARCIA) to EXPEDITE INACTIVATION OF OLDAD 822
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
M/S/U (J. BEEBE/ M. GARCIA) to INACTIVATE OLDAD 830
M/S/U (J. BEEBE/ M. GARCIA) to EXPEDITE INACTIVATION OF OLDAD 830

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
M/S/U (J. BEEBE/ M. GARCIA) to INACTIVATE OLDAD 874
M/S/U (J. BEEBE/ M. GARCIA) to EXPEDITE INACTIVATION OF OLDAD 874

UPDATES (including modifications/reactivations)

ADJU 203  Concepts of Criminal Law
Effective: Summer 2012 Expedited
Rationale 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
M/S/U (S. CIRCLE/L. LANIGAN) to MAINTAIN DE MODALITY FOR ADJU 203
M/S/U (L. HATCH/M. ADAMS) to EXPEDITE IMPLEMENTATION of DE for ADJU 203

ADJU 232  Juvenile Justice Procedures
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
M/S/U (P. UPTON/C. MULDER) to MODIFY ADJU 232
M/S/U (S. CIRCLE/L. LANIGAN) to MAINTAIN DE MODALITY FOR ADJU 232
M/S/F (L. HATCH/P. UPTON) to REQUEST PLACEMENT on MJC-GE AREA B
0 AYES
12 NAYS
ART 172
Intermediate Photography

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

M/S/U (P. UPTON/C. MULDER) to MODIFY ART 172
M/S/U (M. GARCIA, J. BEEBE) to MAINTAIN FEE for ART 172

Request to EXPEDITE ART 172 withdrawn by rep E. MAKI

Comments included in CurricUNET noted that the author did not provide rationale for the expedited approval that indicated it met criteria for imminent need. Committee members agreed that courses that are late submissions should not be granted expedited approval if imminent need is not demonstrated.

NURSE 260
Nursing Process: Pharmacology

Effective: Summer 2013

MODIFY Description, Hours/Face to Face Modalities, Content, Methods of Instruction, Typical Assignments, Textbooks, Course Goal, Learning Goals, Methods of Assessment

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.

Distance Education Status: None
Materials Fee Status: None
Articulation Status: Transfer to CSU
General Education Status: None

Rationale: Periodic Review

Program Impact:
1. Associate Degree Nursing Program Curriculum (for RN) A.S. Degree

M/S/U (P. UPTON/C. MULDER) to MODIFY NURSE 260
M/S/U (S. CIRCLE/J. BEEBE) to MODIFY ENROLLMENT RESTRICTIONS FOR NURSE 260
M/S/U (S. CIRCLE/L. LANIGAN) to MAINTAIN DE MODALITY FOR NURSE 260

NURSE 261
Nursing Process Fundamentals

Effective: Summer 2013

MODIFY Hours/Face to Face Modalities, Content, Methods of Instruction, Typical Assignments, Textbooks, Course Goal, Learning Goals, Methods of Assessment

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.

Distance Education Status: Requesting: Teleclass
Materials Fee Status: Decreasing fee from $150 to $135
Articulation Status: Transfer to CSU
General Education Status: None
Rationale: Periodic Review
Program Impact:

1. Associate Degree Nursing Program Curriculum (for RN) A.S. Degree

| M/S/U (P. UPTON/C. MULDER) | MODIFY NURSE 261 |
| M/S/U (S. CIRCLE/J. BEEBE) | MODIFY ENROLLMENT RESTRICTIONS FOR NURSE 261 |
| M/S/U (S. CIRCLE/L. LANIGAN) | MAINTAIN DE MODALITY FOR NURSE 261 |
| M/S/U (M. GARCIA, J. BEEBE) | DECREASE FEE for NURSE 261 |

PEC 162 Aikido 1 Basic

**Effective:** Summer 2013

| MODIFY | Content, Methods of Instruction, Course Goal, Learning Goals, Methods of Assessment |

**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.

| Distance Education Status: | Not approve for Distance Education |
| Articulation Status: | Transfer to CSU and UC |
| General Education Status: | Approved for MJC Activities. |
| Rationale: | Minor changes in vocabulary. |

Program Impact:

1. Physical Education A.A. Degree

| M/S/U (P. UPTON/C. MULDER) | MODIFY PEC 162 |
| M/S/U (M. ADAMS/E. KERR) | MAINTAIN ACTIVITIES PLACEMENT for PEC 162 |

PEC 163 Aikido 2 Intermediate

**Effective:** Summer 2013

| MODIFY | Repetitions, Content, Methods of Instruction, Typical Assignments, Course Goal, Learning Goals, Methods of Assessment |

**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.

| Distance Education Status: | Not approve for Distance Education |
| Articulation Status: | Transfer to CSU and UC |
| General Education Status: | Approved for MJC Activities. |
| Rationale: | Updating to reflect correct lab unit values. |

Program Impact:

1. Physical Education A.A. Degree

| M/S/U (P. UPTON/C. MULDER) | MODIFY PEC 163 |
| M/S/U (S. CIRCLE/J. BEEBE) | MODIFY ENROLLMENT RESTRICTIONS FOR PEC 163 |

**Discussion** on requisites indicated PEC 162 should be listed as an advisory rather than the Aikido techniques. The advisory section was modified in CurricUNET to reflect the following as the advisory: PEC 162 or hold Kyu rank from an Aikido Dojo.

| M/S/U (M. ADAMS/E. KERR) | MAINTAIN ACTIVITIES PLACEMENT for PEC 163 |
PEW 180  Women's Softball  1
Effective: Summer 2013
MODIFY Discipline Number, Units, Description, Field Trips, Repetitions, Hours, Content, Methods of Instruction, Typical Assignments, Course Goal, Learning Goals, Methods of Assessment
Enrollment Restrictions: None
Distance Education Status: Not approve for Distance Education
Materials Fee Status: None
Articulation Status: Transfer to CSU and UC
General Education Status: Approved for MJC Activities.
Rationale: Periodic Review
Program Impact:
  1. Physical Education A.A. Degree
M/S/U (P. UPTON/C. MULDER) to MODIFY PEW 180
M/S/U (M. ADAMS/E. KERR) to MAINTAIN ACTIVITIES PLACEMENT for PEW 180

PHILO 140  Philosophy and Film  3
Effective: Summer 2013
MODIFY Content, typical Assignments Textbooks, Course Goal, Learning Goals, Methods of Assessment
Enrollment Restrictions: None
Distance Education Status: Not approve for Distance Education
Materials Fee Status: None
Articulation Status: Transfer to CSU and UC
General Education Status: Approved for MJC-GE: C, CSU-GE: C2, IGETC: 3B
Rationale: Cover
Program Impact:
  1. CSU General Education Pattern Certificate of Achievement
  2. General Studies, Emphasis in Humanities A.A. Degree
M/S/U (P. UPTON/C. MULDER) to MODIFY PHILO 140
Discussion included one of the methods of instruction, which committee agreed should be modified for clarity. For time considerations, rather than modify at meeting (CurricUNET was loading slowly), B. Adams will make revision before moving course forward in approval stream.
M/S/U (E. MAKI/K. ENNIS) to MAINTAIN EXISTING GE PLACEMENT FOR PHILO 140

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
(Non

Chancellor's Office Denials: PROGRAMS

Chancellor's Office Updates
VII. PROGRAM CONSENT AGENDA

**INACTIVATE:**
SRA: Art Gallery/Museum Studies
Effective Term: Summer 2012
Expedited!
M/S/U (P. UPTON/J. BEEBE) to INACTIVATE SRA: ART GALLERY/MUSEUM STUDIES
M/S/C (M. GARCIA/P. UPTON) to EXPEDITE INACTIVATION of SRA: ART GALLERY/MUSEUM STUDIES

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 CCCCO auditor recommendations, FSCI 399 has been reactivated and FSCI 398 is proposed for inactivation.
M/S/U (P. UPTON/J. BEEBE) to APPROVE MODIFICATION of AS: FIRE SCIENCE
M/S/U to (M. GARCIA/P. UPTON) EXPEDITE APPROVAL of AS: FIRE SCIENCE

**MODIFY:**
C: Fire Science 30 units
Effective Term: Summer 2012
Expedited!
Modify: Electives List - Add FSCI 399; Remove FSCI 398
Rationale: Following CCCCO auditor recommendations, FSCI 399 has been reactivated and FSCI 398 is proposed for inactivation.
M/S/U to (P. UPTON/J. BEEBE) to APPROVE MODIFICATION of C: FIRE SCIENCE
M/S/U to (M. GARCIA/P. UPTON) EXPEDITE APPROVAL of C: FIRE SCIENCE

**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.
M/S/U with friendly amendment (P. UPTON/J. BEEBE) to APPROVE MODIFICATION of A.A.: SPANISH
M/S/U to (M. GARCIA/P. UPTON) EXPEDITE APPROVAL of A.A.: SPANISH
See discussion notes under CCC-511

CCC-501: Application for Approval - New Credit Programs
(Except as indicated)

CCC-510: Substantial Changes to an Approved Credit Program

**ADOPT:**
C: Chemical Dependency Counseling 36 units
Effective Term: Upon CCCCO application approval
M/S/U (L. HATCH/L. LANIGAN) to APPROVE ADOPTION of C: CHEMICAL DEPENDENCY COUNSELING

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

**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.
M. Garcia questioned the unit values, stating the course unit values would total 10, not 8, based on the courses being 5 units each. This would also impact the total number of units to 22. The change in unit value would require a CCC-511, so this item and discussion is shown here for documentation purposes. M. Garcia made a friendly amendment to approve the revisions to the degree with the revisions to unit values. The approval of the program with the friendly amendment will change effective date to the CCCCO application approval date. Questions arose if it modified degree could go into next year’s catalog. B. Adams informed the committee the revised program may still be included in the 2012-2013 catalog, with the statement “Pending CCCCO Approval” attached to it.
M/S/U with friendly amendment (P. UPTON/J. BEEBE) to APPROVE MODIFICATION of AA: SPANISH
M/S/U to (M. GARCIA/P. UPTON) EXPEDITE APPROVAL of A.A.: SPANISH

INACTIVATE: AS: Industrial Technology – Electrician 30
Effective Term: Summer 2012 Expedited
M/S/U (J. BEEBE/C. MULDER) to INACTIVATE AS: INDUSTRIAL TECHNOLOGY-ELECTRICIAN
M/S/C (M. GARCIA/P. UPTON) to EXPEDITE INACTIVATION of AS: INDUSTRIAL TECHNOLOGY-ELECTRICIAN

INACTIVATE: C: Industrial Technology – Electrician 30 ½
Effective Term: Summer 2012 Expedited
M/S/U (J. BEEBE/C. MULDER) to INACTIVATE C: INDUSTRIAL TECHNOLOGY-ELECTRICIAN
M/S/C (M. GARCIA/P. UPTON) to EXPEDITE INACTIVATION of C: INDUSTRIAL TECHNOLOGY-ELECTRICIAN

INACTIVATE: AS: Maintenance Electrician 30 ½
Effective Term: Summer 2012 Expedited
M/S/U (J. BEEBE/C. MULDER) to INACTIVATE AS: MAINTENANCE ELECTRICIAN
M/S/C (M. GARCIA/P. UPTON) to EXPEDITE INACTIVATION of AS: MAINTENANCE ELECTRICIAN

INACTIVATE: C: Maintenance Electrician 24½
Effective Term: Summer 2012 Expedited
M/S/U (J. BEEBE/C. MULDER) to INACTIVATE C: MAINTENANCE ELECTRICIAN
M/S/C (M. GARCIA/P. UPTON) to EXPEDITE INACTIVATION of C: MAINTENANCE ELECTRICIAN

MODIFY: C: Automotive Maintenance 37
Effective Term: Summer 2012 Expedited
Modify: Title from “Maintenance Mechanic” to the above.
M/S/U (J. BEEBE/C. MULDER) to MODIFY C: AUTOMOTIVE MAINTENANCE
M/S/C (M. GARCIA/P. UPTON) to EXPEDITE MODIFICATION of C: AUTOMOTIVE MAINTENANCE

MODIFY: University Preparation, Emphasis in Biological Sciences 21-25
Effective Term: Summer 2012 Expedited
Modify: Degree type from AA to AS
M/S/U (J. BEEBE/C. MULDER) to MODIFY UP, BIOLOGICAL SCIENCES
M/S/C (M. GARCIA/P. UPTON) to EXPEDITE MODIFICATION OF UP, BIOLOGICAL SCIENCES
IX. UNFINISHED BUSINESS

Action Items

1. Course Substitutions for Academic Awards  
   M. Robles / B. Adams  
   B. Adams 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  
   B. Adams reported that she and M. Adams met after the 1/31/12 meeting and on 2/7/12 to draft a mockup of the placement of courses within disciplines field and the procedure for proposal and approval of assignments of discipline(s) within course outlines. The document was included in the full agenda for committee members to review. The committee members agreed the cover page was a logical place for the field, and also agreed that having the link to the ASCCC disciplines list next to the field would be the best spot for it. If the link is not able to be placed there, then it was proposed to put the link on the left hand side of the page with other existing links. B. Adams also informed the committee of a question from a faculty member regarding proposals outside of CurricUNET. For example, his department recently completed curriculum review based on the review cycle, and didn't want to wait until the next cycle to propose disciplines. He asked if there was a way to propose once the process is approved by committee and the Senate, and before, or even after, the disciplines field is functioning in CurricUNET. Discussion continued about the scenario of a course that has been recently revised and the only field that would be updated would be the disciplines field. It doesn't seem feasible to ask department faculty to complete an entire revision proposal. She then noted the example of a course that is recently revised and there isn't even the capability of making a working copy to make a revision to the course. The committee agreed the first four steps of the process seemed reasonable, but wished for the “fast track” proposal process to be delineated separately. B. Adams will revise the draft and the revised mockup and process will be placed on the next agenda.

3. Revisions to CurricUNET Course Proposal Fields and Word Report  
   B. Adams  
   B. Adams brought up the proposal prepared by B. Sanders for further discussion. J. Zamora noted there was discussion of warehousing of outcomes in the final accreditation Site Visit Report and it was tied to one of the recommendations. S. Circle still voiced some concerns regarding the placement of the outcomes in the course checklist. It was once again noted the outcomes would not be placed on the course outline report, but that outcomes would be entered for data recording purposes. The other intent of placement of course learning outcomes in the checklist is to enable faculty to be able to review objectives and outcomes in one centralized database so alignment of objectives and outcomes may be discerned. K. Ennis noted the need to demonstrate faculty’s ability to differentiate between objectives and outcomes, and this would enable the college to have concrete evidence of this. She noted there has been discussion of this recommendation in the Assessment Workgroup also. S. Circle asked for
clarification on another part of the mockup, the learning goals (being renamed to objectives) and the methods of assessment (being renamed to methods of evaluation). It was noted these are two changes to the language, and the student learning outcomes would be entered in the overall course goal field (which would be removed). J. Zamora noted he has not had enough time to review the accreditation document and the revisions to CurricUNET course proposal fields to determine if the proposal is the best way to solve the problem identified by accreditation. Questions arose on the use of Program Review module, which houses outcome assessments. It was noted that the assessments are entered in PRNet, not the actual learning outcomes. J. Zamora requested that members talk with their constituents for feedback on the proposal. The discussion may continue at next meeting.

Informational Items

1. **Equating Courses and Repetitions**  
   L. Miller  
   Postponed Indefinitely

2. **Independent Study and Work Experience Course Outlines**  
   B. Adams
   B. Adams noted she met with K. Walters Dunlap and asked for some guidance on the independent study course outlines, noting the committee was concerned about the DIV-199 outlines and how SLO’s would come into play. K. Walters Dunlap offered to send out some questions via the CIO listserv to find out what other colleges are doing. B. Adams noted the Curriculum Chair listserv could be another avenue for information. She asked committee members to bring back possible questions to next meeting so they could be discussed and sent out via listserv(s).

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**
   B. Adams informed the committee the deadline date to submit revisions to proof has passed, and at this point L. Miller is completing final phases of catalog production.

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

Meeting adjourned at 4:28
CurricUNET Revisions – Placement of Courses within Disciplines would be added to cover page.

Revisions to Course Outline Word Report would be as follows:

<table>
<thead>
<tr>
<th>Discipline(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>XXXX YYYY</td>
</tr>
</tbody>
</table>

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.
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.

MJC Process for Placing Courses within Disciplines – Course Proposals Not Submitted in CurricUNET

1. 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.

2. The proposal will be typed on a Word document that includes the following components:
   a. Faculty Requestor(s) and Division(s)
   b. Course Number and Name
   c. Proposed Discipline(s)
   d. Rationale for placement

3. The proposal will be submitted to the Office of Instruction, via e-mail or hard copy.

4. Discipline proposal will be reviewed by Technical Review Committee.

5. Proposal will be placed on next available agenda and the Word document will be included in the full agenda for Committee Review. The proposal will also be e-mailed via the Curriculum Committee distribution list before the scheduled meeting.

6. The discipline proposal will be voted on under separate consideration than the typical voting categories (course outlines, requisites, local requirements, GE placements, distance education modalities, materials fees).
A sample Word proposal follows: (a formal template would be created by Instruction Office after approval of process, then reviewed and approved by Curriculum Committee):

<table>
<thead>
<tr>
<th>MIC Proposal for Placement of Courses within Disciplines</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Date: 2/22/12</td>
</tr>
<tr>
<td>2. Faculty Requestor(s)/Division(s): Barbara Adams/Arts, Humanities, &amp; Communications</td>
</tr>
<tr>
<td>3. Course Number and Name: SPCOM 100 – The Art of Public Speaking</td>
</tr>
<tr>
<td>4. Proposed Discipline(s): Communication Studies (Speech Communication)</td>
</tr>
<tr>
<td>5. Rationale for Placement: SPCOM 100 should be classified in this single discipline, Communication Studies (Speech Communication) because the preparation needed to teach the course clearly falls under the minimum qualifications listed for the discipline of Communication Studies (Speech Communication) in the document, Minimum Qualifications for Faculty and Administrators – California Community Colleges, January 2012 edition.</td>
</tr>
</tbody>
</table>

Note: A formal template would be created by Instruction Office after approval of process, then reviewed and approved by Curriculum Committee.
Proposal: Adding SLOs to CurricUNET Database (but not to the Course Outline of Record)   Jan 13, 2012

In order to house Course Student Learning Outcomes in a central location, available to faculty, staff, students, and the community at large, this proposal recommends adding the statement of course-level student learning outcomes to each course’s data record in the CurricUNET database. The recommendation respects the decision by the Curriculum Committee and the resolution of the Senate that SLOs should not be placed onto the Official Course Outline of Record. Instead, the recommendation is to place them on a separate printout.

The rationale for doing so is two-fold. First, our courses currently all have SLOs but their location is scattered among various faculty, staff, and division office computers. There is no central repository for these, making them difficult to access when needed. It seems most logical to tie them to an existing database of our courses. Second, the visiting team from our October accreditation site visit has recommended to the ACCJC that we improve the ability of our faculty, staff, and students to access these SLOs.

Since “the devil is in the details,” this proposal is detailed to best delineate how this will be accomplished and provide concerned voices the opportunity to provide input.

Steps

1. Change “Overall Course Goal” to “Student Learning Outcomes”

2. Change “Student Learning Goals” to “Objectives” as in The Model Course Outline of Record. [Already approved by Curriculum Committee (CC)]
3. Change input from a single paragraph to a numbered, one-by-one list.

4. Remove the “Overall Course Goal” from the Course Outline of Record, renumber, and change wording per #1

III. DESIRED LEARNING

A. COURSE GOAL

As a result of satisfactory completion of this course, the student should be prepared to:

- Speak and listen effectively in public settings and follow a structured speech preparation process, which includes selection, organization, and presentation of materials.

B. COURSE OBJECTIVES

Required Objectives

1. Upon satisfactory completion of this course, the student will be able to:
   a. Describe the communication processes.
   b. Demonstrate the basic knowledge which underlies the traditional rhetorical canons of invention: disposition, style, memory, and delivery, including: 1. Gathering, evaluation, and usage of

5. Create an action in the Courses menu called “SLOs Only”, with a very short approval stream: Author → CCRep → Dean → CC Committee/Co-Chairs → Implementation, with the implementation taking place immediately to allow additional course modifications during the academic year (unlike the current “wait until May” for course actions).
6. Create a new Course Student Learning Outcomes Report

Report should look like this, more or less, showing the basic catalog description information at the top and the SLOs at the bottom.

![Course outline example]

COURSE STUDENT LEARNING OUTCOMES

1. Intelligent SLO #1
2. Fantastic SLO #2
3. Wonderful SLO #3
4. Easily Evaluated SLO #4
7. Add these new Course SLO reports to the Search Window

![Add new Course SLOs to the Search Window](image)

**Phase 2**

Design and get CurricUNET to create a cross-tabulation matrix, to be implemented instead of “Match Assessments” checkboxes currently used.

<table>
<thead>
<tr>
<th>Objectives</th>
<th>Speak Well</th>
<th>Give persuasive speeches</th>
<th>Be prepared to speak for work</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Speak clearly</td>
<td>✔</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Speak softly</td>
<td></td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>3. Carry a big stick</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Speak in long sentences</td>
<td></td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td>5. Speak in short sentences</td>
<td>✔</td>
<td></td>
<td>✔</td>
</tr>
</tbody>
</table>

Use this same approach to replace the current “Match Assessments” checkboxes.

The following items need to be mapped:

- Objectives → SLOs
- Objectives → Assessments (Soon to be Objectives → Methods of Evaluation, per CC approval)
  - Actually, map both SLOs and Objectives against both Formative and Summative Evaluations
- Requisite Skills → Prerequisite Skills