



## Curriculum Committee

# AGENDA

**Tuesday, September 24, 2013**

**Yosemite 213 2:40 PM**

### I. APPROVAL OF ORDER OF AGENDA

### II. APPROVAL OF MINUTES

September 10, 2013

### III. COURSE NOTIFICATION AGENDA

#### CCCCO Approvals: Courses

(NONE)

#### Course Modifications

AG 249

#### **Agriculture Internship**

2

**Effective:** Fall 2013

**Modify:** Enrollment restrictions

**Enrollment Restrictions:** Requesting (L): Enrollment limited to students who receive instructor approval for the purpose of identifying an internship site and outlining learning objectives for the internship.

**Rationale:** This course was originally approved on 10/23/2012 with no enrollment restrictions. CCCCCO review of the COR highlighted that the course was lacking a required limitation on enrollment per § 55254 of Title 5, *Student Qualifications*. On 09/10/12, the Curriculum Committee approved the LOE of "limited to students who receive instructor approval. The application was submitted and again sent back. The reviewer, in a phone conversation with L. Miller, expressed a desire to see criteria for the LOE within the LOE. The department decided that the amended LOE above provides the criteria. The application will be resubmitted following Curriculum Committee approval.

NURWE 362

#### **Work Experience - Nursing**

2

**Effective:** Summer 2013

**REACTIVATE**

**Rationale:** NURWE 362 had not been offered since 2010, so it was proposed for inactivation and the committee approved it at the 1/22/13 meeting, with a Summer 2013 effective date. Our Nursing department has been contacted by Sonora Regional Medical Center with a proposal to offer internship opportunities to approximately 12 MJC students this summer; therefore, the students would need to be enrolled in NURWE 362. The Nursing department is requesting reactivation of NURWE 362 effective Summer 2013 so the students may take part in this opportunity. The reactivation proposal will be completed in CurricUNET and the item is to appear as a notification item on the first fall agenda if approved. The course was last updated in 2009 and is in compliance.

## **IV. COURSE CONSENT AGENDA**

(NONE)

## **V. COURSE DISCUSSION AGENDA**

### **INACTIVATIONS**

ART	189 AB	Photo Laboratory Technology Effective: Summer 2014 <b><u>INACTIVATE</u></b> Program Impact: Stand-Alone	1,2
SPCOM	101	Voice & Articulation Effective: Summer 2014 <b><u>INACTIVATE</u></b> Program Impact: - Communication Studies AA-T Degree - Retail Management (WAFC) Certificate of Achievement - Speech Communication AA Degree	3

SPCOM 109	<p><b>Women in Management</b>  <b>Effective:</b> Summer 2014  <b>INACTIVATE:</b>  <b>Program Impact:</b>  Communication Studies AA-T Degree  Speech Communication Skills Recognition Award  Speech Communication AA Degree</p>	3
SPCOM 115	<p><b>Forensics Platform Speeches</b>  <b>Effective:</b> Summer 2014  <b>INACTIVATE:</b>  <b>Program Impact:</b>  Communication Studies AA-T Degree  Speech Communication AA Degree</p>	2
SPCOM 125	<p><b>Forensics Interpretation Events</b>  <b>Effective:</b> Summer 2014  <b>INACTIVATE:</b>  <b>Program Impact:</b>  Communication Studies AA-T Degree  Speech Communication AA Degree</p>	2
SPCOM 135	<p><b>Forensics Limited Preparation Events</b>  <b>Effective:</b> Summer 2014  <b>INACTIVATE:</b>  <b>Program Impact:</b>  Communication Studies AA-T Degree  Speech Communication AA Degree</p>	2

**MODIFICATIONS/REACTIVATIONS**

AGM 251	<p><b>Farm Construction and Materials</b>  <b>Effective:</b> Summer 2014  <b>MODIFY</b> Enrollment restrictions, field trip policy, SAM code, outcomes, objectives content, methods of instruction, methods of evaluation, textbooks, requisite skills  <b>Rationale:</b> Periodic review. Agriculture Mechanics (AGM) scheduled review in FALL 2012.  <b>Enrollment Restrictions:</b> Maintaining (A) Satisfactory completion of AGM 210, Removing (A) Satisfactory completion of AGM 200.  <b>Distance Education Status:</b> None  <b>Materials Fee Status:</b> None  <b>Articulation Status:</b> Transfers to CSU  <b>General Education Status:</b> Not approved  <b>Program Impact:</b>  - Mechanized Agriculture A.S. Degree  - Mechanized Agriculture Technician Certificate</p>	4
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FSCI 362

**Basic Fire Academy**

8

**Effective:** Spring 2014 **Expedited!**

**Rationale for Expedited Approval:** Advisory committee has recommended the removal of prerequisites because of the impact it has had on Fall 2013 enrollment. The Fire Academy was cancelled for Fall 2013 because of a lack of students meeting all of the prerequisites that were implemented effective Summer 2013.

**MODIFY** Enrollment restrictions, objectives, content, requisite skills.

**Rationale:** Course is being modified to remove prerequisites. The removal of prerequisites has been recommended by the advisory committee, as they have had an adverse impact on enrollment in the Basic Fire Academy.

**Enrollment Restrictions:** Removing (P) Satisfactory completion of FSCI 304 and FSCI 305 and EMS 390. Maintaining (P) Satisfactory completion of FSCI 301. Requesting: (P) Satisfactory completion of EMS 350. Maintaining (L) Enrollment limited to students who are accepted into the Fire Academy program by Fire Academy Selection Committee and who possess CPAT certification, per NFPA 1582 regulation..

**Distance Education Status:** None

**Materials Fee Status:** Maintaining \$305

**Articulation Status:** Does not transfer

**General Education Status:** Not eligible for GE placement

**Program Impact:**

- Fire Science A.S. Degree
- Fire Science Certificate of Achievement

HE 101

**Emergency Medical Response: CPR PRO/Healthcare Provider**

3

**Effective:** Spring 2014 **Expedited!**

**Rationale for Expedited Approval:** This course must be updated to align with the C-ID descriptor. It is part of the Kinesiology ADT approved in December.

**MODIFY** Title, **repeat policy**, description, objectives, content

**Rationale:** This course is being updated to align with the C-ID descriptor

**Enrollment Restrictions:** None

**Distance Education Status:** None

**Materials Fee Status:** None

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

**General Education Status:** Not approved for GE.

**Program Impact:**

- Athletic Training/Sports Medicine A.S. Degree
- Kinesiology for Transfer A.A.-T Degree
- Physical Education A.A. Degree

PSYCH 103  
PHYSO 103

**Introduction to Neuroscience**

3

**Effective:** Summer 2014

**MODIFY** Content

**Rationale:** Course is being modified because original submission to C-ID received conditional approval. Changes to content are being made so course may be resubmitted to C-ID for approval.

**Enrollment Restrictions:** Maintaining (P) satisfactory completion of PSYCH 101 and (A) Satisfactory completion of ENGL 50 or qualification by the MJC assessment process.

**Distance Education Status:** None

**Materials Fee Status:** None

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

**General Education Status** Approved for: (MJC-GE:A)(CSU-GE:B2)(IGETC: 5B)

**Program Impact:**

- CSU-GE Certificate of Achievement
- General Studies: Emphasis in Natural Sciences A.A. Degree
- MJC-GE Pattern
- Psychology A.A.-T Degree (New Program)

SPCOM 100

**Fundamentals of Public Speaking**

3

**Effective:** Summer 2014

**MODIFY** Objectives, content, methods of instruction, methods of evaluation, textbooks

**Rationale:** Course is being updated for scheduled periodic review and to adhere to the Fall 2013 curriculum review matrix.

**Enrollment Restrictions:** None

**Distance Education Status:** Maintaining: Mixed Modalities/Hybrid

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU and UC. Approved for (C-ID COMM 110) (CC SPCOM 1)

**General Education Status:** Approved for (MJC-GE:D2) (CSU-GE:A1) (IGETC:1C-CSU Only)

**Program Impact:**

- Agriculture: Sales, Service A.S. Degree
- Agriculture: Sales, Service Technician Certificate of Achievement
- Associate Degree Nursing Program Curriculum (for RN) A.S. Degree
- CSU General Education Pattern Certificate of Achievement
- Communication Studies AA-T Degree
- General Studies, Emphasis in Language and Rationality A.A. Degree
- MJC-GE Pattern
- Medical Assisting Certificate of Achievement
- Nursing: LVN to ADN Upgrade A.S. Degree
- Professional Selling Certificate of Achievement
- Retail Management (WAFC) Certificate of Achievement
- Speech Communication A.A. Degree
- Speech Communication Skills Recognition Award

**SPCOM 102**

**Introduction to Human Communication**

**3**

**Effective:** Spring 2013 **Expedited!**

**Rationale for Expedited Approval:** Expedited approval is needed so C-ID submittal may be approved before Fall 2014, which is deadline for approved ADTs to have approved C-IDs for all descriptors included in the TMC template. If C-ID is not submitted and approved before Fall 2014, the AA-T in Communication Studies will be removed from the CCC Inventory.

**MODIFY** Description, outcomes, objectives, content, methods of instruction, methods of evaluation, textbooks

**Rationale:** Course is being revised to align with the C-ID descriptor, to complete scheduled periodic review, and to adhere to the Fall 2013 Curriculum Review Matrix. Course is conditionally aligned with C-ID.

**Enrollment Restrictions:** None

**Distance Education Status:** Maintaining: Mixed Modalities/Hybrid

**Materials Fee Status:** None

**Articulation Status:** Transfers to UC and CSU. Conditionally approved for (C-ID SPCOM 180) Approved for CC (SPCOM 4)

**General Education Status** Approved for (MJC-GE:D2)(CSU-GE: A1) (IGETC:1C-CSU Only)

**Program Impact:**

- Agriculture: Sales, Service A.S. Degree
- Agriculture: Sales, Service Technician Certificate of Achievement
- Associate Degree Nursing Program Curriculum (for RN) A.S. Degree
- CSU General Education Pattern Certificate of Achievement
- Commercial Floristry Technician Certificate of Achievement
- Communication Studies AA-T Degree
- General Studies, Emphasis in Language and Rationality A.A. Degree
- MJC-GE Pattern
- Medical Assisting Certificate of Achievement
- Nursing: LVN to ADN Upgrade A.S. Degree
- Retail Management (W AFC) Certificate of Achievement
- Speech Communication A.A. Degree
- Speech Communication Skills Recognition Award

**SPCOM 103**

**Interpersonal Communication**

**3**

**Effective:** Summer 2014

**MODIFY** Description, outcomes, objectives, content, methods of instruction, methods of evaluation, textbooks

**Rationale:** Course is being updated for scheduled periodic review and to adhere to the Fall 2013 curriculum review matrix.

**Enrollment Restrictions:** None

**Distance Education Status:** None

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU and UC. Approved for: (C-ID COMM 130)

**General Education Status** Approved for (MJC-GE:B) (CSU-GE:D7) (IGETC:4G)

**Program Impact:**

- CSU General Education Pattern Certificate of Achievement
- Communication Studies AA-T Degree
- General Studies, Emphasis in Language and Rationality A.A. Degree
- MJC-GE Pattern
- Medical Assisting Certificate of Achievement
- Speech Communication A.A. Degree
- Speech Communication Skills Recognition Award

SPCOM 104

**Argumentation**

3

**Effective:** Summer 2014

**MODIFY** Content, Methods of Instruction, Methods of Evaluation, Textbooks

**Rationale:** Course is being updated for scheduled periodic review and to adhere to the Fall 2013 Curriculum Review Matrix.

**Enrollment Restrictions:** Maintaining (P) Satisfactory completion of ENGL 101.

**Distance Education Status:** Maintaining: Online

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU and UC. Approved for (C-ID COMM 120) (CC SPCOM 2)

**General Education Status** Maintaining (MJC-GE:D2) (CSU-GE:A3) (IGETC:1B)

**Program Impact:**

- CSU General Education Pattern Certificate of Achievement
- Communication Studies AA-T Degree
- General Studies, Emphasis in Language and Rationality A.A. Degree
- MJC-GE Pattern
- Speech Communication Skills Recognition Award
- Speech Communication A.A. Degree

SPCOM 105

**Intercollegiate Forensics**

3

**Effective:** Spring 2014 **Expedited!**

**Rationale for Expedited Approval:** Course is being updated to align with C-ID descriptor and to reflect repeatability. The course meets Title 5 Section 55041(a) criteria #3, intercollegiate academic competition

**MODIFY** Units, title, enrollment restrictions, hours, field trip policy, repeat policy, description, outcomes, objectives, content, methods of instruction, methods of evaluation, textbooks, requisite skills

**Rationale:** Course is being updated to align with C-ID descriptor and to reflect repeatability. The course meets Title 5 section 55041(a), criteria #3, intercollegiate academic competition.

**Enrollment Restrictions:** Modifying: (A) Satisfactory completion of SPCOM 100 or SPCOM 102 or SPCOM 107 or SPCOM 120.

**Distance Education Status:** None

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU. Approved for (CC SPCOM 7) Requesting: (CID COMM 160B)

**General Education Status :** Approved for MJC Activities

**Program Impact:**

- Communication Studies AA-T Degree
- Speech Communication A.A. Degree

SPCOM 106  
SUPR 106

**Group & Organizational Communication**

3

**Effective:** Summer 2014

**MODIFY** Objectives, content, methods of instruction, textbooks

**Rationale:** Course is being updated for scheduled periodic review and to adhere to the Fall 2013 curriculum review matrix.

**Enrollment Restrictions:** None

**Distance Education Status:** None

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU Approved for (C-ID COMM 140)(CC SPCOM 9)

**General Education Status:** Approved for (MJC-GE: D2)

**Program Impact:**

- Associate Degree Nursing Program Curriculum (for RN) A.S. Degree
- Communication Studies AA-T Degree
- General Studies, Emphasis in Language and Rationality A.A. Degree
- MJC-GE Pattern
- Retail Management (WAFB) Certificate of Achievement
- Speech Communication A.A. Degree
- Speech Communication Skills Recognition Award

SPCOM 107

**Introduction to Debate**

3

**Effective:** Summer 2014

**MODIFY** Description, objectives, content, methods of instruction, methods of evaluation, textbooks

**Rationale:** Course is being updated for scheduled periodic review and to adhere to the Fall 2013 curriculum review matrix. The course should also be added to the C-ID numbering system.

**Enrollment Restrictions:** None

**Distance Education Status:** None

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU and UC. Requesting (CID COMM 120)

**General Education Status** Approved for: (MJC-GE:D2) (CSU-GE:A3)

**Program Impact:**

- CSU General Education Pattern Certificate of Achievement
- Communication Studies AA-T Degree
- General Studies, Emphasis in Language and Rationality A.A. Degree
- MJC-GE Pattern
- Speech Communication Skills Recognition Award
- Speech Communication A.A. Degree



SPCOM 110

**Persuasion**

3

**Effective:** Summer 2014

**MODIFY** Enrollment restrictions, content, methods of instruction, methods of evaluation, textbooks, requisite skills

**Rationale:** Course is being updated for scheduled periodic review and to adhere to the Fall 2013 curriculum review matrix.

**Enrollment Restrictions:** Requesting (A) Satisfactory completion of SPCOM 100

**Distance Education Status:** None

**Materials Fee Status:** None

**Articulation Status:** Transfers to UC and CSU. Requesting (C-ID COMM 190)

**General Education Status** Approved for (MJC-DE:D2) (CSU-GE:A1)(IGETC:1C-CSU Only)

**Program Impact:**

- Associate Degree Nursing Program Curriculum (for RN) A.S. Degree CSU
- General Education Pattern Certificate of Achievement
- Communication Studies AA-T Degree
- General Studies, Emphasis in Language and Rationality A.A. Degree
- MJC-GE Pattern
- Speech Communication A.A. Degree
- Speech Communication Skills Recognition Award

SPCOM 120

**Oral Intepretation**

3

**Effective:** Summer 2014

**MODIFY** Title, outcomes, content, methods of instruction, textbooks

**Rationale:** Course is being updated for scheduled periodic review and to adhere to the Fall 2013 curriculum review matrix

**Enrollment Restrictions:** None

**Distance Education Status:** None

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU and UC. Approved for (C-ID COMM 170) (CC DRAMA 20)

**General Education Status** Approved for (MJC-GE: C)(CSU-GE:C1)

**Program Impact:**

- CSU General Education Pattern Certificate of Achievement
- Communication Studies AA-T Degree
- General Studies, Emphasis in Humanities A.A. Degree
- Speech Communication A.A. Degree

SPCOM 122  
THETR 122

**Introduction to Readers' Theatre**

3

**Effective:** Summer 2014

**MODIFY** Outcomes, objectives, content, methods of instruction, methods of evaluation

**Rationale:** Course is being updated for scheduled periodic review and to adhere to the Fall 2013 curriculum review matrix

**Enrollment Restrictions:** None

**Distance Education Status:** None

**Materials Fee Status:** None

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

**General Education Status** Approved for (MJC-GE:C)(CSU-GE:C1)

**Program Impact:**

- CSU General Education Pattern Certificate of Achievement
- Communication Studies AA-T Degree
- Speech Communication A.A. Degree

SPCOM 123

**Storytelling**

3

**Effective:** Summer 2014

**MODIFY** Outcomes, content, methods of instruction, textbooks

**Rationale:** Course is being updated for scheduled periodic review and to adhere to the Fall 2013 curriculum review matrix

**Enrollment Restrictions:** None

**Distance Education Status:** None

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU

**General Education Status** Approved for (MJC-GE:C)(CSU-GE:C1)

**Program Impact:**

- CSU General Education Pattern Certificate of Achievement
- Communication Studies AA-T Degree
- General Studies, Emphasis in Humanities A.A. Degree
- Speech Communication A.A. Degree

SPCOM 124  
THETR 124

**Advanced Readers' Theatre**

3

**Effective:** Summer 2014

**MODIFY** Enrollment restrictions, objectives, content, methods of instruction, methods of evaluation, textbooks, requisite skills

**Rationale:** Course is being updated for scheduled periodic review and to adhere to the Fall 2013 curriculum review matrix

**Enrollment Restrictions:** Maintaining (A) Satisfactory completion of SPCOM 122 or THETR 122

**Distance Education Status:** None

**Materials Fee Status:** None

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

**General Education Status** Approved for (MJC-GE:C)(CSU-GE:C1)

**Program Impact:**

- CSU General Education Pattern Certificate of Achievement
- Communication Studies AA-T Degree
- General Studies, Emphasis in Humanities A.A. Degree
- Speech Communication A.A. Degree

SPCOM 130

**Intercultural Communication**

3

**Effective:** Spring 2014 **Expedited!**

**Rationale for Expedited Approval:** This course received conditional approval for one year and the outline must be submitted for final approval before the February deadline.

**MODIFY** Objectives, content

**Rationale:** Course is being revised to align with C-ID descriptor, to complete scheduled periodic review, and to adhere to the Fall 2013 curriculum review matrix.

**Enrollment Restrictions:** None

**Distance Education Status:** Approved for Mixed Modalities/Hybrid, Online

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU and UC, Requesting (C-ID COMM 150) Approved for (CC SPCOM 5)

**General Education Status** Approved for (MJC-GE:B) CSU-GE D3, D7) (IGETC:4C, 4G)

**Program Impact:**

- CSU General Education Pattern Certificate of Achievement
- Communication Studies AA-T Degree
- Ethnic Studies Skills Recognition Award
- General Studies, Emphasis in Language and Rationality A.A. Degree
- MJC-GE Pattern
- Speech Communication Skills Recognition Award
- Speech Communication A.A. Degree

SPCOM 145  
AGGE 145

**Parliamentary Procedure**

1

**Effective:** Summer 2014

**MODIFY** Repetitions, objectives, methods of instruction, textbooks

**Rationale:** Course is being updated for scheduled periodic review and to adhere to the Fall 2013 curriculum review matrix

**Enrollment Restrictions:** None

**Distance Education Status:** None

**Materials Fee Status:** None

**Articulation Status:** Transfers to CSU

**General Education Status** Not approved for GE.

**Program Impact:**

- Speech Communication A.A. Degree

**NEW COURSES**

(NONE)

**VI. PROGRAM NOTIFICATION AGENDA**

**CCCCO Approvals: Programs**

- AA-T History
- AS-T Physics

**VII. PROGRAM CONSENT AGENDA**

**VIII. PROGRAM DISCUSSION AGENDA**

**Program Learning Outcomes**

(NONE)

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

**AA-T: Communication Studies**

18

**MODIFY** Outcomes, requirement sequencing, List B requirements, List C requirements

**Effective:** Upon CCCC Approval

**Rationale:** Program is being updated to reflect course inactivation proposals. The SPCOM faculty determined some courses should be inactivated when conducting their scheduled curriculum review. The Forensic program has inactivated three courses and aligned the remaining course with C-ID descriptor, as the specific courses would not qualify for C-ID and courses that have C-ID descriptors must be approved in order for the ADT to be offered. Some courses from List C have also been removed.

**Application for Approval - New Credit Programs (Formerly the CCC-511)**

(NONE)

**Substantial Changes to an Approved Credit Program (Formerly the CCC-510)**

(NONE)

Non-Substantial Changes to Approved Program or Change of Active–Inactive Status (Formerly the CCC- 511)  
(NONE)

## **IX. STANDING REPORTS**

- |   |                    |
|---|--------------------|
| 1. Transfer Model Curriculum (Associate Degrees for Transfer) | B. Adams           |
| 2. C-ID   | R. Cranley         |
| 3. CurricUNET Implementation/Issues                           | B. Adams/L. Miller |
| 4. Outcomes Assessment Workgroup (OAW)                        | K. Ennis           |

## **X. UNFINISHED BUSINESS**

### **Action Items**

- |   |           |
|---|-----------|
| 1. Policies for Prerequisites/Corequisites/Advisories<br>No report. | M. Robles |
| 2. Independent Study Course Outlines                                | B. Adams  |

### **Informational Items**

- |   |           |
|---|-----------|
| 1. Equating Courses and Repetitions<br>Postponed Indefinitely | L. Miller |
|---|-----------|

## **XI. NEW BUSINESS**

### **Informational Items**

- |  |          |
|--|----------|
| 1. Program and Course Approval Handbook, 5 <sup>th</sup> Edition | B. Adams |
|--|----------|

### **Action Items**

- |   |           |
|---|-----------|
| 1. Prerequisite/Corequisite/Advisory/Limitation on Enrollment Language Standardization<br>No Report | L. Miller |
| 2. Course Substitution  | M. Garcia |

## **XII. PUBLIC COMMENT**



## Curriculum Committee

# MINUTES

**Tuesday, September 10, 2013**

**Yosemite 213 2:40 PM**

**Members Present:** B. Adams (Co-chair), M. Adams, J. Beebe, S. Berger, M. Boyd, S. Circle, R. Clayton (ASMJC), R. Cranley, K. Ennis, M. Garcia, J. Hamilton (Co-Chair/President-Elect Academic Senate), L. Hatch, E. Kerr, S. Kincade (VP, Instruction), L. Lanigan, M. Lynch, P. Mendez, C. Mulder, E. Maki, E. Orozco-Wittke, M. Robles, C. Vaughn

**Members Absent:** E. Lucas, Student Services Rep. (Vacant)

**Others Present:** C. Hudelson (BBSS), J. Hughes (Evaluations) E. Malsam (ENGL), L. Miller (Curriculum Specialist)

## I. APPROVAL OF ORDER OF AGENDA

## II. APPROVAL OF MINUTES

*April 16, 2013*

**Hearing no objections the minutes of April 16, 2013 were approved.**

## III. COURSE NOTIFICATION AGENDA

### CCCCO Approvals: Courses

**Hearing no objections, the committee was notified of the following CCCCCO course approvals.**

OFADM 306	CCC000545709
OFADM 307	CCC000546483
PEC 159	CCC000546484
PEC 160	CCC000545710
PEM 165	CCC000545711
PEW 163	CCC000545712
SPCOM 180AB	CCC000545713

### TCA (UC Transferable Course Agreements) Results

**Hearing no objections, the committee was notified of the following UC TCA approvals.**

August 21, 2013, 3:51 PM

Dear Colleague,

We have completed analysis of the courses submitted for Modesto Junior College TCA for 13-14. This information is currently being entered into the ASSIST database. Subscribers to the ASSIST-L listserv will be notified via email when this new TCA

has been published at [www.assist.org](http://www.assist.org). For information on subscribing to the ASSIST-L email listserv, visit [http://info.assist.org/assist\\_1\\_about.html](http://info.assist.org/assist_1_about.html).

The following is a summary of our actions on your newly submitted courses:

**New courses approved as UC Transferable:**

ART 158 Painting 3 3  
MUSA 162 Intermediate Strings 1  
PEC 160 Spring Spirit Leadership Training 1  
\* PEM 196 Advanced Wrestling 1  
    \* Any or all of these PE Activity courses combined: maximum credit, 4 units  
\* PEW 163 Soccer 2 1  
    \* Any or all of these PE Activity courses combined: maximum credit, 4 units  
\* PEW 181 Defensive Softball 1  
    \* Any or all of these PE Activity courses combined: maximum credit, 4 units  
SOCSC 109 Introduction to Education - Practicum in Tutoring 3  
THETR 117 Ballet 3 1  
    Same as: PEC 139  
THETR 118 Ballet 4 1  
    Same as: PEC 146  
THETR 130 Jazz 3 Intermediate/Advanced 1  
    Same as: PEC 132  
THETR 133 Rehearsal and Performance 1 2  
THETR 134 Rehearsal and Performance 2 2  
THETR 151 Dance Rehearsal & Performance 1 2  
THETR 152 Dance Rehearsal & Performance 2 2  
THETR 153 Contemporary Pop Dance Rehearsal and Performance 2  
THETR 155 Dance Workshop Performance 2

**Courses re-reviewed and approved as UC Transferable:**

\* BIO 101 Biological Principles 5  
    \* 101 and 111 combined: maximum credit, one course  
ECON 101 Principles of Macroeconomics 3  
ECON 102 Principles of Microeconomics 3  
MUST 132 Aural Skills 2 1  
\* PEC 159 Fall Spirit Leadership Training 2  
    \* Any or all of these PE Activity courses combined: maximum credit, 4 units

**Courses approved as UC Transferable, but will not appear on the TCA because they are Variable Topics:**

NONE

**Courses not approved as UC Transferable:**

ART 129 Figure Drawing 2 3  
*"Advisories" section is incomplete; "Critique" sections under Course Objectives incomplete and/or need clarification.*  
ART 159 Painting 4 3

*Multiple blank pages, typos and/or other formatting irregularities make it impossible to evaluate outline.*

PE 141 Supervision in Athletic Training 2

*Practical and applied*

PE 142 Supervision in Athletic Training 2 2

*Practical and applied*

PE 143 Supervision in Athletic Training 3 2

*Practical and applied*

PE 144 Supervision in Athletic Training 4 2

*Practical and applied*

POLSC 180 Human Rights 3

*Typos and /or other formatting irregularities make it impossible to evaluate outline*

THETR 149 Dance and Repertory Touring Competition 1

*Incomplete advisory statement, unclear what students are strongly advised to satisfactorily complete prior to enrollment.*

**Courses which require additional review or campus action:**

NONE

**Courses removed by the college:**

None

## **Course Modifications (Notification)**

***Hearing no objections, the committee was notified of the following course modifications:***

<b>AG</b>	<b>249</b>	<b>Agriculture Internship</b>	<b>2</b>
		<b>Effective:</b> Fall 2013	
		<b>Modify:</b> Enrollment restrictions	
		<b>Enrollment Restrictions:</b> Requesting (L): Enrollment limited to students who receive instructor approval.	
		<b>Rationale:</b> This course was originally approved on 10/23/2012 with no enrollment restrictions. CCCC review of the COR highlighted that the course was lacking a required limitation on enrollment per § 55254 of Title 5, <i>Student Qualifications</i> . The department worked cooperatively with the curriculum co-chair to address the oversight. The CCCC application will be revised to reflect this new LOE.	

<b>FSCI 352</b>	<p><b>Training Instructor 1A</b> <span style="float: right;"><b>2 ½ units</b></span>  <b>Effective:</b> Spring 2014  <b>Modify:</b> Units  <b>Rationale:</b> This course came through curriculum on 11/01/2011, but a proposed change to units in CurricUNET was not noted on the agenda with the other modifications. Consequently, the change to units was not reflected to the Board of Trustees, to the CCCCCO, nor was it implemented in Datatel. The Instruction Office will be seeking BOT and CCCCCO approval this fall. Consequently, in the interim, the department must schedule the course for FALL 2013 following the archived course outline for 2 units instead of 2½. This appears here for documentation purposes.</p>	
<b>MUST 121</b>	<p><b>Music Theory 1</b> <span style="float: right;"><b>3</b></span>  <b>Effective:</b> Fall 2013  <b>Modify:</b> Enrollment restrictions  <b>Enrollment Restrictions:</b> Removing: (C) Concurrent enrollment in MUST 130  <b>Rationale:</b> MUST 130 was not approved for repeatability. However, four completions are required for the AA: Music. Conversely, MUST 130 is not required for the AA-T in Music. Enforcing the MUST 130 corequisite requires AA-T all students to complete MUST 130 as a corequisite for MUST 121-124. But, the program still has a need for students to experience MUST 130 four times for the AA: Music. So, the Music department plans to create <i>Practica Musica</i> courses related in content (CRICs) to address the need for students to repeat it as MUST 130. The Curriculum Committee used the summer approval process to facilitate making this change for Fall 2013.</p>	
<b>MUST 122</b>	<p><b>Music Theory 2</b> <span style="float: right;"><b>3</b></span>  <b>Effective:</b> Fall 2013  <b>Modify:</b> Enrollment restrictions  <b>Enrollment Restrictions:</b> Removing: (C) Concurrent enrollment in MUST 130  <b>Rationale:</b> (See MUST 121)</p>	
<b>MUST 123</b>	<p><b>Music Theory 3</b> <span style="float: right;"><b>3</b></span>  <b>Effective:</b> Fall 2013  <b>Modify:</b> Enrollment restrictions  <b>Enrollment Restrictions:</b> Removing: (C) Concurrent enrollment in MUST 130  <b>Rationale:</b> (See MUST 121)</p>	
<b>MUST 124</b>	<p><b>Music Theory 4</b> <span style="float: right;"><b>3</b></span>  <b>Effective:</b> Fall 2013  <b>Modify:</b> Enrollment restrictions  <b>Enrollment Restrictions:</b> Removing: (C) Concurrent enrollment in MUST 130  <b>Rationale:</b> (See MUST 121)</p>	
<b>MUST 130</b>	<p><b>Practica Musica</b> <span style="float: right;"><b>1</b></span>  <b>Effective:</b> Fall 2013  <b>Modify:</b> Enrollment restrictions  <b>Enrollment Restrictions:</b> Removing: (C) Concurrent enrollment in MUST 121, or MUST 122 or MUST 123 or MUST 124  <b>Rationale:</b> (See MUST 121)</p>	
<b>RSCR 248</b>	<p><b>Self-Directed Study</b> <span style="float: right;"><b>3</b></span>  <b>Effective:</b> Summer 2013  <b>Rationale:</b> "Self-Directed Study" is the correct title for the course. RSCR 248 came through on 10/23/12 with the wrong title on the agenda (Advanced Cardiopulmonary</p>	



Physiology), confusing records. The title is correctly reflected in CurricUNET and Datatel. This appears here for documentation purposes.

**THETR 161**

**Intermediate Acting**

**3**

**Effective:** Summer 2013

**Modify:** Textbooks

**Rationale:** C-ID reviewer feedback noted that the text was not current. To secure C-ID approval, the author and the articulation officer worked cooperatively to update the text to honor the currency requirement for textbooks.

**Program Impact:**

1. CSU General Education Pattern Certificate of Achievement
2. Theatre A.A. Degree
3. Theatre Performance Skills Recognition Award
4. Associate of Arts in Theatre for Transfer

## **IV. COURSE CONSENT AGENDA**

(None)

## V. COURSE DISCUSSION AGENDA

### INACTIVATIONS

CLDDV	127	D	<b>Infant/Toddler Practicum</b> <b>Effective:</b> Summer 2014 <b>INACTIVATE:</b> <b>Program Impact:</b> Child Development A.S. Degree Teacher Certificate of Achievement Child Development Supervisor Certificate of Achievement Early Interventionist Certificate of Achievement <b>M/S/U (J. BEEBE, S. CIRCLE) to INACTIVATE CLDDV 127D</b>	4
CLDDV	128D		<b>Preschool Practicum</b> <b>Effective:</b> Summer 2014 <b>INACTIVATE:</b> <b>Program Impact:</b> Child Development A.S. Degree Teacher Certificate of Achievement Child Development Supervisor Certificate of Achievement Early Interventionist Certificate of Achievement <b>M/S/U (J. BEEBE, S. CIRCLE) to INACTIVATE CLDDV 128D</b>	4
CLDDV	128E		<b>Preschool Practicum</b> <b>Effective:</b> Summer 2014 <b>INACTIVATE:</b> <b>Program Impact:</b> Child Development A.S. Degree Teacher Certificate of Achievement Child Development Supervisor Certificate of Achievement Early Interventionist Certificate of Achievement <b>M/S/U (J. BEEBE, S. CIRCLE) to INACTIVATE CLDDV 128E</b>	5
ITAL	51		<b>Introduction to Practical Italian 1</b> <b>Effective:</b> Summer 2014 <b>INACTIVATE:</b> <b>Program Impact:</b> Stand Alone <b>M/S/U (J. BEEBE, S. CIRCLE) to INACTIVATE ITAL 51</b>	3
ITAL	52		<b>Introduction to Practical Italian 2</b> <b>Effective:</b> Summer 2014 <b>INACTIVATE:</b> <b>Program Impact:</b> Stand Alone <b>M/S/U (J. BEEBE, S. CIRCLE) to INACTIVATE ITAL 52</b>	3
WELD 399ABCDE			<b>Independent Study/Special Problems</b> <b>Effective:</b> Summer 2014 <b>INACTIVATE:</b> <b>Program Impact:</b> A.S. Welding <b>M/S/U (J. BEEBE, S. CIRCLE) to INACTIVATE WELD 399ABCDE</b>	1/5

## MODIFICATIONS/REACTIVATIONS

ADJU	215	<p><b>Introduction to Firearms</b> <span style="float: right;">3</span></p> <p><b>Effective:</b> Spring 2014 <b>(Expedited!)</b></p> <p><b>Expedited Rationale:</b> Course needs to be updated with correct number of lecture units/hours to follow Carnegie unit values.</p> <p><b>MODIFY:</b> Units, enrollment restrictions, hours, materials fee, description, outcomes, objectives, content, methods of instruction, methods of evaluation</p> <p><b>Enrollment Restrictions:</b> Modifying (L): <i>Enrollment limited to students who have submitted a Live Scan Application to the State of California Department of Justice for fingerprint clearance. This course is restricted under California Penal Code Section 12021, course requires handling and possessing of firearms. Convicted felons, persons addicted to any narcotic or convicted of any offense involving the violent use of a firearm are not allowed to enroll in the course based on Penal Code Section 12021.</i></p> <p><b>Distance Education Status:</b> None.</p> <p><b>Materials Fee Status:</b> Requesting: \$57</p> <p><b>Articulation Status:</b> Transfer to CSU.</p> <p><b>General Education Status:</b> Not approved for GE.</p> <p><b>Rationale:</b> Periodic Review.</p> <p><b>Program Impact:</b></p> <ol style="list-style-type: none"><li>1. Administration of Justice A.S. Degree</li><li>2. Associate of Science in Administration of Justice for Transfer</li></ol> <p><b>ADJU 215 pulled for discussion by R. CRANLEY</b> due to some confusion about hours on the range for a course with a lecture modality. C. Hudelson provided history on the course, and explained that only a small portion of the course is allocated to range practice and that time spent does not convert to a measurable lab increment for the term. One member noted it is as if it has a practicum component. Additional questions surfaced about how the course is conducted which C. Hudelson answered. It was noted that the catalog description contained language atypical of most catalog descriptions, warning students that inappropriate conduct with a firearm would result in removal from the course. Most members agreed this was essential for the catalog description. C. Hudelson noted that this revision is taking place in preparation for what may be the POST program's return to MJC and that the committee should anticipate seeing ADJU 216 returning next semester.</p> <p><b>M/S/U (E. KERR, C. VAUGHN) to MODIFY ADJU 215</b></p> <p><b>M/S/U (L. HATCH, M. LYNCH) to MODIFY REQUISITES for ADJU 215</b></p> <p><b>M/S/U (S. CIRCLE, J. BEEBE) to ADD FEE for ADJU 215</b></p> <p><b>M/S/U (J. HAMILTON, S. BERGER) to EXPEDITE MODIFICATIONS of ADJU 215</b></p>
ENGL	179	<p><b>Introduction to Native American Literature, Mythology, and the Oral Tradition</b> <span style="float: right;">3</span></p> <p><b>Effective:</b> Spring 2014 <b>(Expedited!)</b></p> <p><b>Rationale for Expedited Approval:</b> We are adding the option to teach it as distance education.</p> <p><b>MODIFY:</b> DE Modalities, Outcomes, content</p> <p><b>Enrollment Restrictions:</b> Maintaining: (P) Satisfactory completion of ENGL 50 or qualification by the MJC assessment process. Maintaining: (A) before enrolling in this course, students are strongly advised to satisfactorily complete ENGL 101.</p> <p><b>Distance Education Status:</b> Requesting Online</p> <p><b>Materials Fee Status:</b> None.</p> <p><b>Articulation Status:</b> Transfer to CSU and UC.</p> <p><b>General Education Status:</b> Approved for (MJC-GE: C) (CSU-GE: C2) (IGETC: 3B)</p> <p><b>Rationale:</b> The class is scheduled to be offered as distance education next semester, but currently the course outline does not have a distance education component. Additionally, we'd like to assess CLOs, as well as meet student needs online.</p>

**Program Impact:**

1. CSU General Education Pattern Certificate of Achievement
2. English A.A. Degree
3. Associate of Arts in English for Transfer (pending CCCC approval)
4. Ethnic Studies Skills Recognition Award
5. General Studies, Emphasis in Humanities A.A. Degree
6. MJC-GE Pattern

**M/S/U (J. BEEBE, S. CIRCLE) to MODIFY ENGL 179**

**M/S/U (L. HATCH, M. LYNCH) to MAINTAIN REQUISITES for ENGL 179**

**M/S/U (S. CIRCLE, C. VAUGHN) to ADD ONLINE MODALITY to ENGL 179**

**M/S/U (S. BERGER, R. CRANLEY) to MAINTAIN PLACEMENT OF ENGL 179 on GE PATTERN(S)**

**M/S/U (J. HAMILTON, S. BERGER) to EXPEDITE MODIFICATIONS of ENGL 179**

FREN	101	<p><b>French 1</b></p> <p><b>Effective:</b> Summer 2014</p> <p><b>MODIFY:</b> Outcomes, content, methods of instruction, textbooks</p> <p><b>Enrollment Restrictions:</b> None</p> <p><b>Distance Education Status:</b> None</p> <p><b>Materials Fee Status:</b> None.</p> <p><b>Articulation Status:</b> Transfer to CSU and UC.</p> <p><b>General Education Status:</b> Approved for (MJC-GE: C) (CSU-GE: C2) (IGETC: 6A)</p> <p><b>Rationale:</b> Course is being updated for periodic review and to adhere to curriculum review matrix.</p> <p><b>Program Impact:</b></p> <ol style="list-style-type: none"><li>1. Associate of Arts in Art History for Transfer</li><li>2. CSU General Education Pattern Certificate of Achievement</li><li>3. General Studies, Emphasis in Humanities A.A. Degree</li><li>4. MJC-GE Pattern A.A. Degree Major</li><li>5. University Preparation, Emphasis in Humanities A.A. Degree</li></ol> <p><b>M/S/U (J. BEEBE, S. CIRCLE) to MODIFY FREN 101</b></p> <p><b>M/S/U (S. BERGER, R. CRANLEY) to MAINTAIN PLACEMENT OF FREN 101 on GE PATTERN(S)</b></p>	5
PE	120	<p><b>Sports and Society</b></p> <p><b>Effective:</b> Summer 2014</p> <p><b>MODIFY:</b> Field trips, repeat policy, outcomes, objectives, content, methods of instruction, methods of evaluation, textbooks</p> <p><b>Enrollment Restrictions:</b> None</p> <p><b>Distance Education Status:</b> None</p> <p><b>Materials Fee Status:</b> None</p> <p><b>Articulation Status:</b> Transfer to CSU and UC</p> <p><b>General Education Status:</b> Not approved for GE.</p> <p><b>Rationale:</b> Periodic review and update.</p> <p><b>Program Impact:</b></p> <ol style="list-style-type: none"><li>1. Physical Education A.A. Degree</li></ol> <p><b>M/S/U (J. BEEBE, S. CIRCLE) to MODIFY PE 120</b></p>	3
SOCIO	125	<p><b>Sociology of the Family</b></p> <p><b>Effective:</b> Summer 2014</p> <p><b>MODIFY:</b> Hours, enrollment restrictions, description, outcomes, objectives, content, methods of instruction, methods of evaluation, textbooks, requisite skills</p>	3

**Enrollment Restrictions:** Requesting: (A) before enrolling in this course, students are strongly advised to satisfactorily complete ENGL 50.

**Distance Education Status:** None.

**Materials Fee Status:** None.

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

**General Education Status:** Approved for (MJC-GE: B) (CSU-D0) (IGETC: 4J)

**Rationale:** Updating for compliance and to align with C-ID descriptor included in Transfer Model Curriculum.

**Program Impact:**

1. Associate Degree Nursing Program Curriculum (for RN) A.S. Degree
2. CSU General Education Pattern Certificate of Achievement
3. Human Services A.A. Degree
4. Human Services Certificate of Achievement
5. Nursing: LVN to ADN Upgrade A.S. Degree
6. Associate of Arts in Sociology for Transfer.

**M/S/U (J. BEEBE, S. CIRCLE) to MODIFY SOCIO 125**

**M/S/U (L. HATCH, M. LYNCH) to ADD REQUISITE TO SOCIO 125**

**M/S/U (S. BERGER, R. CRANLEY) to MAINTAIN PLACEMENT OF SOCIO 125 on GE PATTERN(S)**

**NEW COURSES**

(NONE)

## **VI. PROGRAM NOTIFICATION AGENDA**

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

**AS-T in Geology** (Unique Identifier: 31852)

**AA-T in Kinesiology** (Unique Identifier: 31989)

**AA-T in Sociology** (Unique Identifier: 32038)

### **Chancellor's Office Denials: PROGRAMS**

### **Chancellor's Office Updates**

### **Program Learning Outcomes**

*(None)*

## VII. PROGRAM CONSENT AGENDA

(None)

## VIII. PROGRAM DISCUSSION AGENDA

### Program Learning Outcomes

(NONE)

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

**SR: Sheet Metal Fabricator** 10

**INACTIVATE**

**Effective:** Summer 2014

**Rationale:** The courses that make up the Sheet metal Fabricator Award are now part of new Design and Fabrication Skills Recognition Award.

**M/S/U (M. LYNCH, L. HATCH) to INACTIVATE SR: SHEET METAL FABRICATOR**

**SR: Shielded Metal Arc Welding** 5

**INACTIVATE**

**Effective:** Summer 2014

**Rationale:** The courses that make up the Shielded Metal Arc Welding Fabrication Award are now part of the new Pipe welding Skills Recognition Award. To have both awards creates an unnecessary, redundant path of training for the welding program and its students.

**M/S/U (M. LYNCH, L. HATCH) to INACTIVATE SR: SHIELDED METAL ARC WELDING**

### Application for Approval - New Credit Programs (Formerly the CCC-511)

**ADOPT: C: Manufacturing Technology (Interdisciplinary)** 25

**Effective Term:** (Upon CCCC Approval)

**Rationale:** Food Processing and Manufacturing companies represent a major portion of employment in this valley. The majority of these companies currently send their employees to MJC to be trained or further their training in the technologies of that industry. Currently, MJC's Technical Education and Public safety Division offers training in specific areas of Agriculture Mechanics, Electronics, Machine Tool & Welding Technologies. However, there is an absence of a general, foundational platform of training that focuses on food processing and manufacturing technologies. This new program of manufacturing technology will offer an interdisciplinary approach for students to develop pathways to meet their current employers' specific training needs or to explore professions and technologies of that industry.

**M/S/U (M. LYNCH, L. HATCH) to ADOPT C: MANUFACTURING TECHNOLOGY (INTERDISCIPLINARY)**

### Substantial Changes to an Approved Credit Program (Formerly the CCC-510)

### Non-Substantial Changes to Approved Program or Change of Active-Inactive Status (Formerly the CCC-511)

**INACTIVATE AS: Engineering** 30

**Effective:** Summer 2011

**Rationale:** This program was discontinued as part of the program discontinuances that took place in Summer 2011. It was moved forward with other program proposals at the 10/23/13 curriculum

meeting, but did not appear on the agenda. This appears here for documentation purposes.  
**M/S/U (M. LYNCH, L. HATCH) to INACTIVATE AS: ENGINEERING**

## **IX. STANDING REPORTS**

1. **Transfer Model Curriculum (Associate Degrees for Transfer)** **B. Adams**

B. Adams after noting three MJC ADTs were approved since the last meeting, shared that two are very close to being approved at the CCCCCO; English and History. Anthropology and Physics are also close to being approved, but require some minor adjustments. She noted that there are many ADT awards in progress locally in what the state refers to as “similar majors”:

- Computer Science
- Early Childhood Education
- Elementary Teacher Education
- Geography
- Philosophy
- Psychology
- Political Science
- Spanish

To comply with SB1440 implementation deadlines by **Fall 2014**, it was advised that these awards be approved by the Curriculum Committee no later than **December 2013** to ensure YCCD Board of Trustees and CCCCCO approval processes are completed before the mandated state deadline. B. Adams emphasized that C-IDs must be established first before ADTs can be developed and approved. Some divisions seem to not be aware of this and the importance of getting ADTs (100% of similar majors) approved by Fall 2014 for MJC’s compliance with SB1440. B. Adams is maintaining an [ADT progress sheet](#) that is available on the MJC curriculum website.

2. **C-ID** **R. Cranley**

R. Cranley reported that at the state level, there are 376 finalized C-ID descriptors. She explained that she has researched all of them in the context of the MJC curriculum, and found that each descriptor has a corresponding MJC course that may be eligible for C-ID. Currently, MJC has **66 courses approved as C-IDs**.

She gave each representative a [spreadsheet of all C-ID statuses](#) for all courses in their divisions. The statuses include detailed information, such as why a particular course has been denied C-ID at this time. The spreadsheet is going to be maintained and updated on the MJC Curriculum website. It is designed to be filterable by users.

3. **CurricUNET Implementation/Issues** **B. Adams/L. Miller**

B. Adams reported that there is an issue with the catalog year for programs. There is no available option for 2014-2015.

S. Berger noted that there was confusion with the prompt on matching requisite skills to the appropriate requisite course objective. The existing page header reads “Match Skill to Student Learning Outcomes” which is not making sense to some faculty authors. The committee agreed with the confusing language and that it can be improved to be more precise.

**M/S/U (S. Circle, E. Maki) to make a change to the “match goals” page header from “Match [Requisite] Skill to Student Learning Outcomes” to “Match [Requisite] Skills to Requisite Course Objectives.”**

B. Adams will send a ticket to T. Hillyard, our Governet representative to request this change to the interface.



4. **Outcomes Assessment Workgroup (OAW)**

**K. Ennis**

K. Ennis spoke enthusiastically about the progress of the OAW. She noted that the meetings have changed to Fridays, and that deans have begun to participate in the process. She described it as a “well-oiled machine,” and rationalized that the shared responsibility of the faculty and deans has been beneficial to outcomes assessment at MJC. She compared the new outcomes assessment process and results to that of the curriculum committee, and remarked at how productive both teams are.

The assessment process has been mapped, and while complex, it is running smoothly. She marveled at the volume of assessments that must be done in divisions where there are dozens of sections of a course, requiring vast aggregation and analysis of assessment results. She explained that the OAW went to great lengths to overlay the assessment cycle on the curriculum cycle to create a logical more integrated evaluation of curriculum and outcomes. At this point, the OAW is trying to get the timelines out to divisions so that departments know when courses are scheduled for assessment of outcomes. She also explained that CLOs campus-wide are in good shape. She added that CLOs are getting more integrated with outcomes, and that the consequences of misalignment of course objectives to learning outcomes is being discovered in select instances. She also explained that there are still issues of misalignment between CLOs in CurricUNET and in PiratesNet. The reasons for this are being researched and should be resolved in the coming weeks.

PLOs are in need of more attention. Deeper questions are being raised about how PLOs should be written and formatted.

In total, K. Ennis emphasized that the OAW is a great, productive team, and encouraged faculty to participate in one way or another.

## **X. UNFINISHED BUSINESS**

### **Action Items**

1. **Policies for Prerequisites/Corequisites/Advisories**

**M. Robles**

No report.

2. **Repeatability**

**B. Adams**

B. Adams reported that there had been three changes to the repeatability report presented at the 04/06/13 curriculum meeting. The last list was created from courses that had self-identified as repeatable and provided evidence. Over the summer, three courses were discovered to qualify for repeatability. She noted that more courses may be added to the list as departments discover that they overlooked repeats on a particular course.

B. Adams showed the committee the CCCCO's preliminary [Credit Course Repetitions Guidelines](#) and reminded the group that courses claiming to be repeatable must demonstrate that they fall into one of the approved categories for repeatability per Title 5, §55041. When one member rationalized that a particular course should be repeatable in her department, B. Adams emphasized the discrete difference between **repetitions** (rules and conditions for allowing an individual student to retake a course for credit) and **repeatability** (the number of times a given course can be retaken for credit by any student).

B. Adams continued by emphasizing the role of articulation evidence in justifying whether courses are repeatable. She explained that the college may be asked to present repeatability evidence in the event of an audit. Faculty authors should take measures to gather appropriate evidence when requesting course repeatability and attach it to the CurricUNET course proposal.

L. Miller shared that the CCCCO plans to start auditing course repeat policies in the next few years. She

anticipates that they will collect this information from what is called "Reg Retake Policy" in Datatel, which is informed by the course outline repeat policy on the COR.

**{REVISED 09/05/2013}**

***As a result of Curriculum Committee action and Instruction Office implementation, the following credit courses are offered as repeatable with the start of Fall 2013 as per Title 5 §55041(a):***

CRS_NAME(CB01)	CRS_TITLE(CB02)	UNITS	Repeats allowed	CREDIT
MAGM-212	Mechanical Systems Design & Evaluation 1	3.00	1X	Y
MAGM-213	Mech. Systems Design & Evaluation 2	3.00	1X	Y
MANSC-210	Livestock Selection & Evaluation	3.00	3X	Y
MANSC-212	Adv. Livestock Selection and Evaluation	3.00	1X	Y
MANSC-221	Dairy Cattle Selection & Evaluation	3.00	1X	Y
MANSC-227	Advanced Dairy Cattle Selection & Eval	3.00	1X	Y
MANSC-240	Beef Fitting & Showing	2.00	3X	Y
MMUSA-123	Intermediate Piano	1.00	1X	Y
MMUSA-124	Applied Piano	1.00	3X	Y
MMUSA-145	Applied Classical Guitar	1.00	3X	Y
MMUSA-153	Applied Vocal Repertoire 1	1.00	1X	Y
MMUSA-154	Applied Vocal Repertoire 2	1.00	1X	Y
MMUSA-155	Vocal Master Class	1.00	3X	Y
MMUSA-163	Applied Music (Violin and Viola)	1.00	3X	Y
MMUSA-164	Applied Music (Cello and Bass)	1.00	3X	Y
MMUSA-173	Applied Music (Brass & Percussion)	1.00	3X	Y
MMUSA-183	Applied Music (Woodwinds)	1.00	3X	Y
MMUSC-112	Recording Arts 2	2.00	1X	N
MMUSE-145	Guitar Orchestra	1.00	3X	Y
MMUSE-151	Masterworks Chorus	1.00	3X	Y
MMUSE-155	Concert Choir	1.00	3X	Y
MMUSE-156	Chamber Choir	1.00	3X	Y
MMUSE-161	Community Orchestra	1.00	3X	Y
MMUSE-165	String Orchestra	1.00	3X	Y
MMUSE-166	Chamber Music Ensembles (Strings)	1.00	3X	Y
MMUSE-171	Concert Band	1.00	3X	Y
MMUSE-175	Symphonic Band	1.00	3X	Y
MMUSE-176	Chamber Ensembles (Band Instruments)	1.00	3X	Y
MMUSE-181	Jazz Band	1.00	3X	Y
MMUSP-151	Musical Theatre Workshop	2.00	1X	Y
MPEC-170	Advanced Swimming	1.00	3X	Y
MPEC-178	Tournament Tennis	1.00	3X	Y
MPEC-179	Track and Field	1.00	3X	Y
MPEC-190A	Advanced Water Polo	1.00	3X	Y
MPEC-197	Advanced Weight Training	1.00	3X	Y
MPEM-108	Baseball	1.00	3X	Y
MPEM-141	Advanced Touch Football	1.00	3X	Y
MPEM-196	Advanced Wrestling	1.00	3X	Y
MPEVM-100	Varsity Baseball	3.00	3X	Y
MPEVM-105	Men's Varsity Basketball - Fall	3.00	3X	Y
MPEVM-106	Men's Varsity Basketball - Spring	1.50	3X	Y
MPEVM-110	Men's Varsity Cross Country	3.00	3X	Y
MPEVM-115	Varsity Football	3.00	3X	Y
MPEVM-120	Men's Varsity Golf	3.00	3X	Y
MPEVM-122	Men's Varsity Soccer	3.00	3X	Y

MPEVM-125	Men's Varsity Swimming and Diving	3.00	3X	Y
MPEVM-130	Men's Varsity Tennis	3.00	3X	Y
MPEVM-135	Men's Varsity Track and Field	3.00	3X	Y
MPEVM-140	Men's Varsity Water Polo	3.00	3X	Y
MPEVM-145	Varsity Wrestling	3.00	3X	Y
MPEVW-100	Women's Varsity Basketball - Fall	3.00	3X	Y
MPEVW-101	Women's Varsity Basketball - Spring	1.50	3X	Y
MPEVW-103	Women's Varsity Cross Country	3.00	3X	Y
MPEVW-115	Women's Varsity Golf	3.00	3X	Y
MPEVW-120	Women's Varsity Softball	3.00	3X	Y
MPEVW-123	Women's Varsity Soccer	3.00	3X	Y
MPEVW-125	Women's Varsity Swimming and Diving	3.00	3X	Y
MPEVW-130	Women's Varsity Tennis	3.00	3X	Y
MPEVW-135	Women's Varsity Track and Field	3.00	3X	Y
MPEVW-140	Women's Varsity Volleyball	3.00	3X	Y
MPEVW-145	Women's Varsity Water Polo	3.00	3X	Y
MPEW-181	Defensive Softball	1.00	3X	Y
MTUTOR-810	Tutoring Seminar	0.00	3X	Y
MTUTOR-850	Supervised Tutoring	0.00	3X	Y
MWKFSK-801	Introduction to Workforce Development	0.00	3X	Y
MWKFSK-802	The Art of Active Listening	0.00	3X	Y
MWKFSK-803	Troubleshooting on the Job	0.00	3X	Y
MWKFSK-804	The Art of Teamwork	0.00	3X	Y
THETR 190A	Theatre Production Workshop	1.00	3X	Y

***M/S/U (M. Lynch, E. Maki) to approve the revised repeat policies stated above.***

**3. Independent Study Course Outlines**

**B. Adams**

B. Adams updated the committee on the status of Independent Study course outlines. She reminded the group of its intent to inactivate the 199 number effective Summer 2014, and that it was agreed that, for departments who wish to create a repeatable sequence of “courses related in content” or CRIC (the new term to replace “families”), that the number range of 191 to 194 should suffice. She noted that the current 199 variable unit course outlines will no longer work, because the courses have to be distinctive in content and objectives. Cutting and pasting from one Independent COR to another in a CRIC will not be acceptable in the development of CRICs for Independent Study. She noted the independent study proposal form also needs to be reviewed and revised accordingly, as it has references to repeating independent study.

**Informational Items**

**1. Equating Courses and Repetitions**

**L. Miller**

Postponed Indefinitely

## **XI. NEW BUSINESS**

### **Informational Items**

**1. Curriculum Committee Training**

**B. Adams**

B. Adams shared the FLEX number for the Curriculum Training is 5061. Those who attended will earn FLEX credit. She was pleased that, with the exception of the yet unnamed ASMJC Curriculum representative, all curriculum representatives have been trained for 2013-2014. L. Miller reported that the ASMJC president has been made aware of the need for an ASMJC representative to serve on the committee. B. Adams emphasized that this needs to be done in a timeframe that allows for the ASMJC member to be trained in time for the CCCCO's September 30, 2013 Certification of Stand Alone Training deadline.

### **Action Items**

**1. Prerequisite/Corequisite/Advisory/Limitation on Enrollment Language Standardization**

**L. Miller**

No Report

**2. 2013-2018 Curriculum Review Matrix Modifications**

**B. Adams**

B. Adams returned the group's attention to the *Curriculum Review Matrix 2013-2018 draft* that was introduced at the annual Curriculum Training on September 6. The group would be asked today to vote on the revised structure.

*New Curriculum Review Matrix featuring Awards*

She pointed out the new inclusion of the review of Certificates, Degrees, and Skills Recognitions "awards" on the matrix, as opposed to only courses. This new element, she hoped, would draw the faculty's collective attention to the need to regularly review academic awards for accuracy and currency. She expressed concern that there are many in the faculty who are not aware that they are responsible for ensuring the accuracy of catalog awards. In the new format, each department can see the number of courses and programs that are under its jurisdiction. She noted that the numbers of courses and awards listed are advisory only because they are dynamic, and can change with adoptions and inactivations of programs and courses throughout the year. She also noted that in instances of departments with more than one discipline, terms assigned for those programs were determined rather informally because she and L. Miller were not sure of each department's individual needs. She went on to assure the committee that the award update meeting date is flexible. L. Miller sought clarification as to whether faculty were being encouraged only to review programs every five years per the matrix, or whether they were required to have Curriculum Committee review every five years. B. Adams confirmed that programs would be required to have committee review every five years, but could be updated more often if course changes and industry needs warranted it.

*Alignment of CurricUNET and Catalog Data*

She also spoke to problems of misalignment of program data in the catalog and in CurricUNET. She reminded the committee that it is the faculty's responsibility to go into CurricUNET to monitor and modify programs. She advised that faculty members go into CurricUNET and check to see if it contains accurate program data, as well as an accurate representation of what programs are in the system. She advised that they compare the catalog to CurricUNET.

*Alignment of Curriculum Matrix to Learning Outcomes Assessment Cycle*

B. Adams also reminded the committee of the need to review and vote on J. Todd's proposed CLO assessment cycle on page 15 of the [Student Learning Outcomes Handbook](#). This guide has been forwarded to the Curriculum Committee as approved by the OAW and as a "living document."

She explained that the CLO Assessment Cycle was intentionally designed to align with the existing curriculum review cycle established by the Curriculum Review Matrix. She noted that while the *CurricUNET approval stream* to facilitate this review did not yet reflect this new process, the CLO Assessment Cycle was a separate issue that required the committee's vote. The CLO Assessment establishes how and when learning outcomes are reviewed in the context and timelines of curriculum review and program review.

**M/S/U (L. HATCH, S. CIRCLE) to approve the CURRICULUM REVIEW MATRIX for 2013-2018 and the CLO ASSESSMENT CYCLE**

## **XII. PUBLIC COMMENT**

S. Circle sought feedback on a question brought to her by an individual faculty member. How can students taking noncredit courses opt to complete those courses for credit. There was animated discussion. S. Kincade explained that the question had been brought to her attention by the dean of the division and that she was looking into it. She added that there may have been confusion about the concepts of noncredit versus "not for credit." It was collectively determined this question was not a concern of the curriculum committee's at this time.

# COURSE SUBSTITUTIONS

## What is a *course substitution*?

Course substitution is the process of garnering formal approval from an academic division to use one or more courses to satisfy specific course requirements at MJC. Course substitutions can be sought when circumstances prevent you from completing one or more requirements published in the catalog to which you have catalog rights.

## Course substitutions can be used to satisfy requirements for various awards and patterns:

- Associate degree “major” requirements
- Certificate requirements
- Skills Recognitions requirements
- MJC-GE Pattern Area requirements
- Guidance and Activities Requirements

## A course substitution may be appropriate when...

- You can provide evidence showing you have gained the course content through other course completions
- A course you need for a specific award has not been offered or has been inactivated
- Extenuating circumstances prevented you from taking a particular course at a particular time
- Extenuating circumstances require that you complete your degree within a certain timeframe

## You may request a course substitution when the following conditions are met:

- You are requesting the substitution during the same semester in which you plan to apply for an award from MJC (degree, certificate, or skills recognition)
- The total number of units substituted for the award does not exceed 30% of the units required in the degree major, MJC-GE pattern, certificate of achievement, or skills recognition.

## The following restrictions apply:

- A course substitution will only apply to one award, and only to the award indicated on the signed, completed *Course Substitution Form*.
- Course substitutions cannot be used more than once.
- Course substitutions may not be used to satisfy CSU-GE or IGETC pattern requirements
- You may not substitute more than 30% of the units within the major requirements, certificate, skills recognition, or pattern area.
- When a course proposed for substitution resides in a different department than the original course, (e.g., a MATH course for an AG course), signatures must be obtained from both divisions.

## TO APPLY FOR A COURSE SUBSTITUTION

1. Confirm that you are unable to earn your targeted academic award or satisfy a specific pattern by meeting with a counselor or evaluator
2. Go to the division office of the course you are not able to complete (see course listings in the MJC Catalog for division office locations) to pick up a Course Substitution Form.
3. It is strongly recommended that you work with a faculty member to complete the “student information” of the course substitution form.
4. Follow that division’s process for getting approval which may entail:
  - Requesting approval of a faculty member in the department
  - Meeting with a dean to garner approval
  - Submitting your request to a group of faculty for approval
  - Pursuing additional approvals from other areas of the college.
5. Once all necessary signatures are provided, return the signed form to the Evaluations Office no later than 2 weeks after the end of the term.

# COURSE SUBSTITUTION FORM

**STUDENT INFORMATION:** Students, please work with a faculty advisory or division dean to accurately and appropriately complete this portion of the form.

My name is:

FIRST NAME MI LAST NAME "W" NUMBER / STUDENT ID

I have catalog rights to:  2012-13  2011-12  2010-11  2009-10  2008-09  2007-08  2006-2007  2005-2006  I don't know  Other \_\_\_\_\_

I plan to apply for my award: (degree, certificate, or skills recognition) **this term, which is:**  SUMMER  FALL  SPRING **of:** \_\_\_\_\_  
YEAR

I wish to substitute this course:

COURSE ID TITLE TERM/YEAR COMPLETED

for this course:

COURSE ID TITLE

which is required for:

- AS-T
- AS
- AA-T
- AA
- Certificate of Achievement
- Skills Recognition

in:

NAME OF AWARD

MJC-GE, Area: (\_\_\_\_\_)  Guidance  Activities

for this reason:

- A:** The course is no longer offered/has been inactivated
- B:** I will be unable to earn my academic award this term because the course is not being offered this term
- C:** Other: (please explain) \_\_\_\_\_

**PROPOSAL VALIDATION:** This section must be completed by department faculty and division dean(s).

## 1) Appropriateness and Scope of Substitution

- I/We have reviewed the curricular requirements for this program published in the appropriate catalog, (and program learning outcomes, if available for the targeted catalog), and verify that the proposed course substitution will also allow the student to master the desired program objectives (or achieve the program learning outcomes).
- I/We confirm that this substitution will be used to satisfy requirements of a program offered within our department and only involves courses offered by our area, for example, an AG course(s) needs substitution, another AG course is proposed as a substitute, for a program offered in the Agriculture department. **If checked: Complete Section 2 and 3, if unchecked, complete Section 2,3, and 4.**

## 2) If the CAUSE for substitution is REASON "A", above (the course has been inactivated or is no longer being offered)

- The department/division has been made aware of this course availability issue and will update any curriculum and/or evaluate course offerings in the next curriculum review cycle

## 3) INTRA-DEPARTMENTAL ENDORSEMENTS

I  authorize  do not authorize this proposed substitution.

FACULTY SIGNATURE (REQUIRED) DATE DEPARTMENT RATIONALE (REQUIRED)

I  authorize  do not authorize this proposed substitution.

DEAN SIGNATURE (REQUIRED) DATE DIVISION (ABBREVIATED) RATIONALE (REQUIRED)

## 4) INTER-DEPARTMENTAL/INTER-DIVISIONAL ENDORSEMENTS

- This substitution occurs **across academic departments within a single division.** Signatures from faculty in both departments have signed above and below and our division dean has signed above.
- This substitution occurs **across academic departments and academic divisions.** Signatures from faculty in both departments and division deans have signed where indicated.

I  authorize  do not authorize this proposed substitution.

FACULTY SIGNATURE (REQUIRED when INTERDEPT/INTERDIV) DATE DEPARTMENT RATIONALE (REQUIRED)

I  authorize  do not authorize this proposed substitution.

DEAN SIGNATURE (REQUIRED when INTERDIV) DATE DIVISION (ABBREVIATED) RATIONALE (REQUIRED)

## Letitia Miller

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**From:** Barbara Adams  
**Sent:** Wednesday, September 18, 2013 5:10 PM  
**To:** Letitia Miller  
**Subject:** FW: Curriculum Committee Summer Approval Request

E-mail string on NURWE 362

B

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**From:** Letitia Miller  
**Sent:** Monday, June 10, 2013 3:17 PM  
**To:** Barbara Adams; Jennifer Hamilton; \_MJC Curriculum Committee  
**Cc:** Patrick Bettencourt; Teryl Ward; Patricia Wallace  
**Subject:** RE: Curriculum Committee Summer Approval Request

Patrick Bettencourt confirmed that there are to be no changes to the NURWE 362 **reactivation** proposal in CurricUNET. Because this reactivation is time sensitive for scheduling purposes, NURWE 362 has been reactivated in Datatel with no changes.

If we find at a later date that the course has been revised, I will consult with Barbara Adams as to how to proceed.

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**From:** Barbara Adams  
**Sent:** Monday, June 10, 2013 3:10 PM  
**To:** Jennifer Hamilton; \_MJC Curriculum Committee  
**Cc:** Patrick Bettencourt; Teryl Ward  
**Subject:** RE: Curriculum Committee Summer Approval Request

Committee members,

We have the necessary approvals for NURWE 362.

Thanks for the quick response -- just another example of why I brag about this committee!

Barbara

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**From:** Jennifer Hamilton  
**Sent:** Monday, June 10, 2013 2:57 PM  
**To:** Barbara Adams; \_MJC Curriculum Committee  
**Cc:** Patrick Bettencourt  
**Subject:** RE: Curriculum Committee Summer Approval Request

I vote yes.

Jennifer Hamilton, PhD  
Department of Literature and Language Arts  
Academic Senate President-Elect



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**From:** Barbara Adams  
**Sent:** Monday, June 10, 2013 2:31 PM  
**To:** \_MJC Curriculum Committee  
**Cc:** Patrick Bettencourt  
**Subject:** Curriculum Committee Summer Approval Request

Committee members,

I hope all of you are enjoying your summer and taking a little time off from curriculum! We have a time-sensitive curriculum item that needs the use of our summer approval process. As a reminder, our summer approval process requires "yes" votes (via e-mail is acceptable) from both co-chairs and at least two committee members.

NURWE 362 had not been offered since 2010, so it was proposed for inactivation and the committee approved it at the 1/22/13 meeting, with a Summer 2013 effective date. Our Nursing department has been contacted by Sonora Regional Medical Center with a proposal to offer internship opportunities to approximately 12 MJC students this summer; therefore, the students would need to be enrolled in NURWE 362. The Nursing department is requesting reactivation of NURWE 362 effective Summer 2013 so the students may take part in this opportunity. The reactivation proposal will be completed in CurricUNET and the item will appear as a notification item on the first fall agenda if approved. The course was last updated in 2009 and is in compliance. If the course is reactivated and the outline is modified, the course will appear as a discussion item.

As one of the co-chairs, I am casting a "yes" vote for reactivation of NURWE 362 and a "yes" vote for expedited approval. The process now requires our other co-chair, Jennifer, to indicate "yes" votes and two other committee members to indicate "yes" votes.

Please "reply all" when casting your votes (one for reactivation and one for expedited approval) so we all know when Jennifer and at least two other committee members have responded with "yes" votes and the approval process is complete.

Thanks!

Barbara

Barbara Adams  
Modesto Junior College  
Curriculum Co-Chair  
Speech Communication Professor  
(209) 575-6890

## Letitia Miller

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**From:** Mark Anglin  
**Sent:** Thursday, September 19, 2013 11:20 AM  
**To:** Letitia Miller  
**Cc:** Marlies Boyd; Gloria Wilson  
**Subject:** FW: AG 249 - CCCCCO Feedback [again]

**Importance:** High

Letitia:

Letitia I just spoke with Marlies and she agrees to the wording below for the Ag 249 course.

Thanks!

Mark

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**From:** Mark Anglin  
**Sent:** Wednesday, September 18, 2013 4:06 PM  
**To:** Marlies Boyd  
**Subject:** FW: AG 249 - CCCCCO Feedback [again]  
**Importance:** High

Marlies:

Please take a quick look at this. I spoke with Letitia about this and gave a suggestion which she has in the email below highlighted in yellow. I wanted to get your opinion on the wording. I am not sure if this is what they are after but it made sense to me. Your thoughts?

Thanks!

Mark

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**From:** Letitia Miller  
**Sent:** Wednesday, September 18, 2013 3:40 PM  
**To:** Barbara Adams; Marlies Boyd; Mark Anglin  
**Subject:** AG 249 - CCCCCO Feedback [again]  
**Importance:** High

Barbara, Marlies, and Mark –

Today, I was surprised to see that, yet again, AG 249 had been volleyed back to us by Chantee Warner, a reviewer at the CCCCCO.

Can you approve/enhance our **suggested Limitation on Enrollment revision** so that we can quickly respond to their concerns? We would like to include this on the 09.24 agenda which we finalize tomorrow.

Thanks so much. Relevant information follows.

-Letitia

**Her feedback read:**

**Date:** 09/18/2013

**Action:** Revision Requested

**Message:**

Hello Letitia, As a follow-up to Patti Blank's previous revision request regarding the absence of *Prerequisites, Co-requisites, and/or Advisories* in the COR, please clarify the following items:

1) If this course does not require *Prerequisites, Co-requisites, and/or Advisories*, please state/cite that there are "None" (or another appropriate statement) within the COR. A complete listing of Standards and Criteria for (degree-applicable credit) Courses is described in CCR title 5, section 55002(a)(3), as well as a complete listing of required components of the COR, per this regulation. <<<<< *Barbara and I discussed and agreed that we needed CCCCCO clarification. This would affect all CORs at Modesto Junior College. We are not convinced that Title 5 specifically asks us to indicate "none" on the COR when courses do not have Prerequisites, Corequisites and Advisories in place. I have asked Chantee to check with her dean to confirm that this is true. {So, please disregard at this time.}*

2) Within the COR, the *Limitation on Enrollment* reads, "Enrollment limited to students who receive instructor approval." Please provide a brief justification to explain the reason and rationale for the limitation on enrollment.<<<<< *We were not clear how to interpret this feedback, as to whether it applied just to the rationale for the LOE in CIV2, or whether this was about the construction of the course itself. I asked Chantee what they meant by this. She explained, in essence that the CCCCCO is looking for more information on the LOE to help the student understand why they must seek instructor consent for enrollment. Mark Anglin and I briefly discussed and thought that the following might be a solution:*

**AG 249—AGRICULTURE INTERNSHIP, 2 Units**

**108.00 Lab Hours**

**Limitations on Enrollment:** Enrollment limited to students who receive instructor approval **for the purpose of identifying an internship site and outlining learning objectives for the internship.**

Designed for agriculture majors who wish to combine classroom experience with an expansion of skills or knowledge acquired at an internship site on a paid or volunteer basis. Internship experiences must directly relate to the student's area of study. Field trips are not required. (A-F Only) Transfer: (CSU)

Please feel free to contact me at (916) 322-4260 or email [cwarner@cccoco.edu](mailto:cwarner@cccoco.edu) should you have any questions or concerns.

Thank you,  
Chantee Warner

**Letitia S. Miller**  
Curriculum Specialist  
Modesto Junior College  
435 College Avenue  
Modesto, California 95350  
(209) 575-6469  
(209) 575-6025 (FAX)  
[curriculum.comm.mjc.edu/](http://curriculum.comm.mjc.edu/)  
[www.mjc.edu/catalog](http://www.mjc.edu/catalog)

September 24, 2013

TO: Curriculum Committee

FROM: Speech Communication Department (Communication Studies effective Summer 2014)

RE: Speech Communication – Curriculum Review

Dear Curriculum Committee Members:

We are pleased to present our programmatic review of our Speech Communication courses and awards. We have submitted under the SPCOM prefix because of necessary C-ID submittals; however, the courses will be changed to COMM prefixes through administrative entries at a later date to correspond to the Summer 2014 effective date.

While many of the courses required minimal revisions, we would like to share some of the major revisions which we are seeking approval.

#### COURSES

- Inactivations – SPCOM 101, 109, 115, 125, and 135 are being proposed for inactivation. SPCOM 101 and 109 are being inactivated because there are no plans to offer at a future date. SPCOM 115, 125, and 135 were originally created in anticipation of changes to repeatability; however, Forensics meets criteria #3 of Title 5, Section 55041(a) and is a repeatable course. The three courses are being inactivated and one Intercollegiate Forensics course that aligns with the C-ID descriptor is being proposed.
- Intercollegiate Forensics – SPCOM 105 has been modified (modalities) to align with the C-ID descriptor and to align with the allowable unit values for Forensics in List B of the Communication Studies ADT.
- C-ID Alignment – In addition to SPCOM 105 being aligned for C-ID purposes, SPCOM 102 and 130 were updated to address the comments made with the conditional approvals. SPCOM 107 and 110 have been aligned and are requesting submittal to C-ID for approval. SPCOM 100, 103, 104, 106, and 120 currently have C-ID approval, and faculty authors reviewed the C-ID descriptors and revised where appropriate.

#### AWARDS

- AA-T in Communication Studies – The ADT was modified to reflect the inactivation proposals for SPCOM 101, 109, 115, 125, and 135. Three Forensics courses (SPCOM 115, 125 and 135) have been inactivated and the remaining course, SPCOM 105, has been aligned with the C-ID descriptor, as the specific courses would not qualify for C-ID and courses that have C-ID descriptors must be approved in order for the ADT to be offered. In addition, SPCOM 105 now aligns with the number of units allowable for Forensics (3) on the Chancellor's Office TMC template.
- Speech Communication A. A. Degree– The SPCOM faculty members have met on two occasions and are still reviewing this award. The award is impacted by course inactivations. The revision will be put forward at a future Fall meeting.
- Speech Communication Skills Recognition Award – The SPCOM faculty members have reviewed the SRA and have determined they will modify and pursue state approval for a Certificate of Achievement. The revision will be put forward at a future Fall meeting, along with the completed CCCC Narrative.

We respectfully submit our proposals for your review. Thank you for your time and consideration of the Speech Communication (Communication Studies) course and award proposals.