



## Curriculum Committee

# AGENDA

Tuesday, November 4, 2014

Yosemite 213 2:40 PM

### I. APPROVAL OF ORDER OF AGENDA

### II. APPROVAL OF MINUTES

October 21, 2014

### III. COURSE NOTIFICATION AGENDA

#### CLARIFICATION OF 09/23/14 MOTION REGARDING PROCESS

#### CCCCO COURSE APPROVALS

(NONE)

#### Course Activity Report

*The Curriculum Committee minutes and CurricUNET approvals from 10/07/2014 did not fully accurately reflect the intentions of the faculty for the following courses due to a system issue.*

**CMPGR 213**  
**ART — 103**

**Applied Computer Graphics (10/07/2014)**

**3**

**CCCCO Proposal Type:** Course Inactivation

**MODIFY** course IDs, cross-listings (remove ART 103)

**Activity Rationale:** This ART 103 “course inactivation” proposal approved on 10/07/14 erroneously inactivated the CMPGR 213 iteration of the course in CurricUNET. The record needs to show that the departments did not intend to inactivate CMPGR 213 and the system needed to be corrected. CurricUNET was corrected on 10/29/14 by removing the cross-listing from the ART 103 course inactivation now “Approved-Awaiting Inactivation”.

**Original Rationale:** The Art department no longer offers this course, and has no plans to do so in the foreseeable future. CMPGR 213 should continue on without a cross-listing with ART 103

**Program Impact:**

- Art A.A. Degree

**M/S/U (K. ENNIS, L. LANIGAN) to INACTIVATE ART 103**

CMPGR 219  
ART 119

**Computer Graphics Portfolio Review**

3

**CCCCO Proposal Type:** Course Inactivation (10/07/2014)

**MODIFY** course IDs, cross-listings (remove ART 119)

**Activity Rationale:** This ART 119 “course inactivation” proposal approved on 10/07/14 erroneously inactivated the CMPGR 219 version of the course in CurricUNET. The record needs to show that the departments did not intend to inactivate CMPGR 219 and that the system needed to be corrected. CurricUNET was corrected on 10/29/14 by removing the cross-listing from the ART 119 course inactivation now “Approved-Awaiting Inactivation”.

**Original Rationale:** The Art department no longer offers this course, and has no plans to do so in the foreseeable future. CMPGR 219 should continue on without a cross-listing with Art 119.

**Program Impact:**

- Art A.A. Degree

**M/S/U (K. ENNIS, L. LANIGAN) to INACTIVATE ART 119**

*On 10/07/14, numerous Chemistry proposals came before the Curriculum Committee and were approved with rationales stating “periodic review.” The department was asked to provide more robust rationales for the changes made in anticipation of increased scrutiny from the CCCCCO. They obliged and their revised rationales follow.*

CHEM 101

**General Chemistry 1 (10/07/14)**

5

**Revised Rationale** Periodic review. We carefully compared the CHEM 101 outline with CID CHEM 110 and ensured that all components were present. Textbooks were updated. Minor adjustments were made to content and objectives. Student learning outcomes were simplified and standardized across the collection of chemistry courses.

CHEM 102

**General Chemistry 2 (10/07/14)**

5

**Revised Rationale** Periodic review. The CHEM 102 outline was compared closely and adjusted according to the CID CHEM 120 outline. Textbooks were updated and minor adjustments were made to other aspects of the outline. Student learning outcomes were standardized across chemistry courses.

CHEM 142

**Pre-General Chemistry (10/07/14)**

3

**Revised Rationale** Periodic review. This course has been updated to include current textbooks, slight adjustments to objectives, content, and other components. The course continues to serve as an effective preparation for general chemistry for science majors (CHEM 101/102).

CHEM 143

**Introductory College Chemistry (10/07/14)**

4 (previously 5)

**Revised Rationale** This course has been carefully compared with the C-ID CHEM 101 and adjusted in order to be sure to incorporate all the necessary elements. In addition, the units and contact hours have been reduced to align with the 4-unit minimum for C-ID CHEM 101, allowing the college to obtain the Nursing Transfer Model which requires a 4-unit chemistry course.

CHEM 144

**Fundamentals of Organic and Biochemistry (10/07/14)**

4

**Revised Rationale** Periodic review. This course outline was compared with C-ID CHEM 102 to ensure that all components were addressed. Adjustments were made to ensure content coverage for this C-ID descriptor. Other course elements were updated as needed, such as textbooks, content and objectives.

CHEM 150

**Exploring Our Chemical Environment (10/07/14)**

3

**Revised Rationale** Periodic review. The course outline was compared with C-ID CHEM 100 and adjusted to ensure that all components were in alignment with the C-ID descriptor. Minor adjustments were made to other outline fields.

CHEM 164

**Introductory Chemistry Laboratory** (10/07/14)

2

**Revised Rationale:** Periodic review. The course outline was reviewed and compared with the content in CHEM 150 and CHEM 142 to ensure that pairing either of these courses with CHEM 164 would serve as a lab science general education requirement for MJC students.

## IV. COURSE CONSENT AGENDA

(None)

## V. COURSE DISCUSSION AGENDA

### INACTIVATIONS

THETR 156

**Rehearsal and Performance in Comedy**

2

**CCCCO Proposal Type:** Inactivation

**Effective:** Summer 2015 **Expedited!**

**Rationale for Expedited Approval:** To ensure accuracy of catalog offerings for 2015-2016

#### **INACTIVATE**

**Rationale:** Course is being inactivated because the course is no longer being offered. Rehearsal and Performance courses were created that align with C-ID.

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

**C-ID Status:** Approved for CID THTR 191

**General Education Status** Approved for (MJC Activities)

#### **Program Status:**

- Theatre A.A. Degree
- Theatre AA-T Degree

THETR 157

**Rehearsal and Performance in Drama**

2

**CCCCO Proposal Type:** Inactivation

**Effective:** Summer 2015 **Expedited!**

**Rationale for Expedited Approval:** To ensure accuracy of catalog offerings for 2015-2016

#### **INACTIVATE**

**Rationale:** Course is being inactivated because the course is no longer being offered. Rehearsal and Performance courses were created that align with C-ID

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

**C-ID Status:** Approved for CID THTR 191

**General Education Status** Approved for (MJC Activities)

#### **Program Status:**

- Theatre A.A. Degree
- Theatre AA-T Degree

**THETR 158**                      **Rehearsal and Performance in Classical Theatre**                      **2**  
**CCCCO Proposal Type:** Inactivation  
**Effective:** Summer 2015 **Expedited!**  
**Rationale for Expedited Approval:** To ensure accuracy of catalog offerings for 2015-2016  
**INACTIVATE**  
**Rationale:** Course is being inactivated because the course is no longer being offered. Rehearsal and Performance courses were created that align with C-ID.  
**Articulation Status:** Transfers to CSU and UC  
**C-ID Status:** Approved for CID THTR 191  
**General Education Status** Approved for (MJC Activities)  
**Program Status:**  
- Theatre A.A. Degree  
- Theatre AA-T Degree

**THETR 197**                      **Broadway/Europe Theatre Travel**                      **1**  
**CCCCO Proposal Type:** Inactivation  
**Effective:** Summer 2015 **Expedited!**  
**Rationale for Expedited Approval:** To ensure accuracy of catalog offerings for 2015-2016  
**INACTIVATE**  
**Rationale:** Course has not been offered since Spring 2009 and there are no plans to offer within the next two years.  
**Articulation Status:** Transfers to CSU  
**C-ID Status:** Approved for CID THTR 191  
**General Education Status** (none)  
**Program Status:**  
- Stand-Alone

**MODIFICATIONS**

**ADJU 205**                      **Community Relations**                      **3**  
**Proposal Type:** Non Substantial Change  
**Effective:** Summer 2016  
**MODIFY** enrollment restrictions, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills  
**Rationale:** Course is being updated for periodic review. An advisory was added and the textbook was updated.  
**Enrollment Restrictions:** Requesting (A) Satisfactory completion of ADJU 201  
**Distance Education Status:** Maintaining (Online)  
**Materials Fee Status:** (none)  
**Articulation Status:** Transfers to UC and CSU  
**C-ID Status:** CID AJ 160 is available, but discipline faculty indicate they do not seek CID alignment at this time because the courses are not similar enough.  
**General Education Status** (none)  
**Program Impact:**  
- Administration of Justice AS-T Degree  
- Administration of Justice A.S. Degree

**AUBDY 301** **Automotive Collision Repair 1** 4 (previously 5)  
**Proposal Type:** Substantial Change  
**Effective:** Summer 2016  
**MODIFY** units, hours, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills  
**Rationale:** Periodic review. Modifications reflect PLO assessments and Stanislaus Regional Transportation Advisory Committee recommendations  
**Enrollment Restrictions:** Maintaining (A) Concurrent enrollment in AUBDY 321  
**Distance Education Status:** (none)  
**Materials Fee Status:** Increasing fee from \$45 to \$75  
**Articulation Status:** (none)  
**C-ID Status:** (none)  
**General Education Status** (none)  
**Program Impact:**  
- Autobody/Collision Repair Certificate of Achievement  
- Autobody/Refinishing Skills Recognition Award  
- Autobody/Refinishing A.S. Degree

**AUBDY 302** **Automotive Collision Repair 2** 4 (previously 5)  
**Proposal Type:** Substantial Change  
**Effective:** Summer 2016  
**MODIFY** units, hours, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills.  
**Rationale:** Periodic review. Modifications reflect PLO assessments, and Stanislaus Regional Transportation Advisory Committee recommendations.  
**Enrollment Restrictions:** Maintaining (P) Satisfactory completion of AUBDY 301  
**Distance Education Status:** (none)  
**Materials Fee Status:** Increasing fee from \$50 to \$75  
**Articulation Status:** (none)  
**C-ID Status:** (none)  
**General Education Status** (none)  
**Program Impact:**  
- Autobody/Collision Repair Certificate of Achievement  
- Autobody/Refinishing A.S. Degree

**AUBDY 303** **Automotive Collision Repair 3** 4  
**Proposal Type:** Non Substantial Change  
**Effective:** Summer 2016  
**MODIFY** hours, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills  
**Rationale:** Periodic review. Modifications reflect PLO assessments and Stanislaus Regional Transportation Advisory Committee recommendations.  
**Enrollment Restrictions:** Maintaining (P) Satisfactory completion of AUBDY 302  
**Distance Education Status:** (none)  
**Materials Fee Status:** Increasing fee from \$50 to \$75  
**Articulation Status:** (none)  
**C-ID Status:** (none)  
**General Education Status** (none)  
**Program Impact:**  
- Autobody/Collision Repair Certificate of Achievement  
- Autobody/Refinishing A.S. Degree

AUBDY 321

**Automotive Spray Refinishing 1**

3 (previously 2)

**Proposal Type:** Substantial Change

**Effective:** Summer 2016

**MODIFY** units, hours, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks

**Rationale:** Periodic review. Modifications reflect PLO assessments and Stanislaus Regional Transportation Advisory Committee recommendations.

**Enrollment Restrictions:** Requesting (A) concurrent enrollment in AUBDY 301.

**Distance Education Status:** (none)

**Materials Fee Status:** Increasing fee from \$35 to \$75

**Articulation Status:** (none)

**C-ID Status:** (none)

**General Education Status** (none)

**Program Impact:**

- Autobody/Collision Repair Certificate of Achievement
- Autobody/Refinishing A.S. Degree
- Autobody/Refinishing Skills Recognition Award

AUBDY 322

**Automotive Spray Refinishing 2**

4 (previously 3)

**Proposal Type:** Substantial Change

**Effective:** Summer 2016

**MODIFY** units, hours, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills

**Rationale:** Periodic review. Modifications reflect PLO assessments and Stanislaus Regional Transportation Advisory Committee recommendations.

**Enrollment Restrictions:** Maintaining (P) Satisfactory completion of AUBDY 321 and AUBDY 301.

**Distance Education Status:** (none)

**Materials Fee Status:** Increasing fee from \$50 to \$75

**Articulation Status:** (none)

**C-ID Status:** (none)

**General Education Status** (none)

**Program Impact:**

- Autobody/Collision Repair Certificate of Achievement
- Autobody/Refinishing Skills Recognition Award
- Autobody/Refinishing A.S. Degree

CLDDV 173

**Autism: Overview and Treatment**

3

**Proposal Type:** Non Substantial Change

**Effective:** Fall 2015 **Expedited!**

**Rationale for Expedited Approval:** Child development professionals are required to complete additional coursework after earning their certificates/degrees to maintain the Child Development Permit. Students who complete the program need additional certificate applicable courses to keep current.

**REACTIVATE/MODIFY** outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation

**Rationale:** We are reactivating this course, which was inactivated during the budget crunch, in order to meet the Master Teacher Certificate requirements, and the Intervention certificate and to provide professional development for child development majors.

**Enrollment Restrictions:** (none)

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

**Articulation Status:** Transfers to CSU

**C-ID Status:** (none)

**General Education Status** (none)

**Program Impact:**

Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

CLDDV 291

**Creative Activities for Young Children**

3

**Proposal Type:** Non Substantial Change

**Effective:** Fall 2015 **Expedited!**

**Rationale for Expedited Approval:** Child development professionals are required to complete additional coursework after earning their certificates/degrees to maintain the Child Development Permit. Students who complete the program need additional certificate applicable courses to keep current.

**REACTIVATE/MODIFY** enrollment restrictions, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, requisite skills

**Rationale:** We are reactivating this course, which was inactivated during the budget crunch, in order to meet the Master Teacher Certificate requirements, and the Intervention certificate and to provide professional development for child development majors.

**Enrollment Restrictions:** Maintaining (A) Satisfactory completion of ENGL 50; Removing (A) Satisfactory completion of CLDDV 103 or (CLDDV 104 and CLDDV 105)

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

**Articulation Status:** Transfers to CSU

**C-ID Status:** (none)

**General Education Status** (none)

**Program Impact:**

Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

FAMLF 131

**Family Relationships**

3

**Proposal Type:** Non Substantial Change

**Effective:** Fall 2015 **Expedited!** *To avoid loss of course articulation*

**Rationale for Expedited Approval:** Course is seriously out of compliance and has not been updated since it was rolled into CurricUNET.

**MODIFY** DE modalities, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks

**Rationale:** Periodic review for course compliance. We would like to add an online and hybrid modality.

**Enrollment Restrictions:** (none)

**Distance Education Status:** Requesting: Mixed Modalities/Hybrid, Online

**Materials Fee Status:** (none)

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

**C-ID Status:** (none)

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

**Program Impact:**

- CSU-GE Certificate of Achievement
- General Studies, Emphasis in Language and Rationality A.A. Degree
- MJC-GE Pattern

PE 105

**Defensive Football Theory**

2

**CCCCO Proposal Type:** Non Substantial Change

**Effective:** Summer 2015 **Expedited!**

**Rationale for Expedited Approval:** Course proposal met the deadline for 2015-2016 approvals.

**MODIFY** outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation

**Rationale:** Periodic review

**Enrollment Restrictions:** (none)

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

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

**C-ID Status:** (none)

**General Education Status** (none)

**Program Impact:**

- Physical Education A.A. Degree

**NEW COURSES**

ANTHR 191

**Anthropology of the Colorado Plateau**

3

**Proposal Type:** New Credit Course

**Effective:** Upon CCCCCO approval

**ADOPT**

**Rationale:** Adopting for repeatability compliance

**Enrollment Restrictions:** (none)

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

**Articulation Status:** Transfers to CSU

**General Education Status** (none)

**C-ID Status:** (none)

**Program Impact:**

Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)



**HE 112 Introduction to Public Health 3**  
**Proposal Type:** New Credit Course  
**Effective:** Upon CCCCCO approval  
**ADOPT**  
**Rationale:** The course is needed to begin the process of adding a AS-T in Public Health Science and preparing students for transfer.  
**Enrollment Restrictions:** (none)  
**Distance Education Status:** Requesting: Online  
**Materials Fee Status:** (none)  
**Articulation Status:** Transfers to CSU. Requesting UC  
**General Education Status** Requesting (MJC-GE: B,E) (CSU-GE: D7,E)  
**C-ID Status:** (draft descriptor in progress)  
**Program Impact:**  
Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

**HIST 193 ABC Independent Studies in History 1, 2, or 3**  
**CCCCO Proposal Type:** New Credit Course  
**Effective:** Upon CCCCCO Approval  
**ADOPT**  
**Rationale:** New independent studies course is being proposed because HIST 199 will be inactive effective Summer 2014. Changes are being made because of repeatability changes to independent studies courses.  
**Enrollment Restrictions:** Requesting (L) Enrollment limited to students who receive instructor approval of completed Independent Study proposal.  
**Distance Education Status:** (none)  
**Materials Fee Status:** (none)  
**Transfer Status:** Transfers to CSU  
**C-ID Status:** (none)  
**General Education Status** (none)  
**Program Impact:**  
Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

**DE (DISTANCE EDUCATION) ONLY PROPOSALS**

**NURSE 272 Geriatric Nursing 1**  
**CCCCO Proposal Type:** (Not Applicable)  
**Effective:** Summer 2015 **Expedited!**  
**Rationale for Expedited Approval:** DE-only proposal is requesting Summer 2015 approval so it aligns with approval date for the course proposal.  
**DE ONLY**  
**Rationale:** Course was approved on 10/07/14 without a DE addendum, however, the department had intended to develop one.  
**Distance Education Status:** Requesting (Teleclass)  
**Transfer Status:** Transfers to CSU  
**C-ID Status:** (none)  
**General Education Status** (none)  
**Program Impact:**  
Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

NURSE 273

**Maternal-Child Nursing**

6 ½

**CCCCO Proposal Type:** (Not Applicable)

**Effective:** Summer 2015 **Expedited!**

**Rationale for Expedited Approval:** DE-only proposal is requesting Summer 2015 approval so it aligns with approval date for the course proposal.

**DE ONLY**

**Rationale:** Course was approved on 10/07/14 without a DE addendum, however, the department had intended to develop one.

**Distance Education Status:** Requesting (Teleclass)

**Articulation Status:** Transfers to CSU

**General Education Status** (none)

**Program Impact:**

Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

## **VI. PROGRAM NOTIFICATION AGENDA**

### **CCCCO Approvals: Programs**

(None)

### **Program Activity**

(None)

### **Program learning outcomes for the following programs were modified in CurricUNET**

(None)

## **VII. PROGRAM CONSENT AGENDA**

(None)

## **VIII. PROGRAM DISCUSSION AGENDA**

### **Application for Approval - New Credit Programs (Formerly the CCC-501)**

(NONE)

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

**MODIFY:**            MASTER TEACHER PROGRAM

Certificate of Achievement: Master Teacher in 32  
Infant-Toddler Development and Programs

**MODIFY:** Add new award in existing program (created from an existing award, “C: Master Teacher”),  
program structure, required courses, elective courses (new), program learning outcomes

**Effective:** Upon CCCCCO Approval

**Rationale:** Revisions to bring the certificate into alignment with recent course changes.

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

MODIFICATIONS

(NONE)

INACTIVATIONS

**MODIFY:**            GEOGRAPHY PROGRAM

A.A.: University Preparation, Emphasis in Geography 18

**INACTIVATE**

**Effective:** Summer 2015 **Expedited!**

**Rationale:** The department faculty wanted to inactivate this award upon approval of the ADT in  
Geography

**Rationale for Expedited Approval:** To ensure accuracy of catalog offerings for 2015-2016

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

(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/E. Kerr   |
| 5. AB 86 and SB1070 Legislation                               | P. Mendez          |

**X. UNFINISHED BUSINESS**

Action Items

- |                              |          |
|------------------------------|----------|
| 1. Curriculum Review Process | B. Adams |
|------------------------------|----------|

2. Proposed Advising Grid for 2015-2016 Catalog

B. Adams

**Informational Items**

1. CurricUNET Training for Deans and Representatives

B. Adams

**XI. NEW BUSINESS**

**Action Items**

1. Curriculum Committee Mission

B. Adams

**Informational Items**

(NONE)

**XII. PUBLIC COMMENT**



## Curriculum Committee

# MINUTES

**Tuesday, October 21, 2014**

**Yosemite 213 2:40 PM**

**Members Present:** B. Adams (Co-chair), M. Adams, M. Boyd, R. Cranley, R. Cripe, H. Duarte, K. Ennis, M. Garcia, D. Gilbert (for S. Berger FA14), N. Gopal (for S. Circle, sabb. FA14) L. Hatch, E. Kerr, C. Martin (Co-Chair) L. Lanigan, T. Guy (for M. Lynch), E. Maki, M. Robles, M. Uliana (for P. Mendez)

**Members Absent:** ASMJC Rep. (Vacant), J. Beebe, C. Vaughn, S. Kincade (VP, Instruction), E. Lucas, C. Mulder

**Others Present:** L. Miller (Curriculum Specialist), H. Townsend (Assessment/Accreditation Specialist), G. Hayes (GEOL), R. Stevenson (ART)

## I. APPROVAL OF ORDER OF AGENDA

**Hearing no objections, a motion modify the order of the agenda to accommodate guests was approved.**

## II. APPROVAL OF MINUTES

October 7, 2014

**Hearing no changes or corrections, the minutes of October 7, 2014 were approved**

*M. Adams asked for clarification on the approved minutes of 9/23/2014. He was not sure if they contained an error or contradiction. He needed clarification on page 23 in anticipation of items that would be discussed at the forthcoming meeting. At that meeting, L. Hatch had made a friendly amendment and the minutes indicated her amendment had been accepted. M. Adams thought M. Morales' motion that followed seemed to contradict it. He was unclear on the result. [Will] this [new] process apply to questions not about unit values? B. Adams and other members confirmed that it will.*

## III. COURSE NOTIFICATION AGENDA

### CCCCO COURSE APPROVALS

**From:** Susan Kincade  
**Sent:** Wednesday, October 15, 2014 9:44 AM  
**To:** Barbara Adams  
**Cc:** Letitia Miller; Ruth Cranley  
**Subject:** FW: Governet and Curriculum Inventory Situation

FYI.

**From:** Chief Instructional Officers [<mailto:CIO-ALL@LISTSERV.CCCCO.EDU>] **On Behalf Of** Walker, Pam  
**Sent:** Wednesday, October 15, 2014 9:43 AM  
**To:** [CIO-ALL@LISTSERV.CCCCO.EDU](mailto:CIO-ALL@LISTSERV.CCCCO.EDU)  
**Subject:** Governet and Curriculum Inventory Situation

*In accordance with the Ralph M. Brown Act and SB 751, minutes of the MJC Curriculum committee record the votes of all committee members as follows. (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.*

Good Morning Colleagues: I wanted you to be aware that Governet, the Curriculum Inventory vendor, is experiencing technical difficulties with the data synchronization of course records. It appears that these problems have led to delays in the issuance of course control numbers. I want you to know that our staff in Academic Affairs continues to receive, review and approve all curriculum proposals. And that both Academic Affairs and our MIS colleagues are working with Governet to resolve these issues as quickly as possible. The Chancellor's Office will send notification to the field once these technical difficulties have been resolved and it might be helpful that this message is forwarded to those involved with your college curriculum efforts so that they also understand the situation.

Thanks to all.  
Pam

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Pamela D. Walker, Ed.D.  
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California Community Colleges Chancellor's Office  
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916.322.6886 (Business)  
916.324.6701 (Facsimile)  
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*B. Adams clarified that MJC is still able to and continues to submit course applications, but since control numbers are not being issued and control numbers equate to funding, it is not likely that colleges will want to offer courses without control numbers.*

**Course Activity Report**

**Hearing no objections, the committee was notified of the following modifications and corrections**

<b>ART</b>	<b>164</b>	<b>History of Art 1</b> <b>CCCCO Proposal Type:</b> Not applicable <b>Effective:</b> Summer 2015 <b>MODIFY</b> assignments <b>Rationale:</b> Course was approved at the 10/07/14 meeting noting that revisions were needed on assignments. The assignments have been revised.	<b>3</b>
<b>ELTEC</b>	<b>321</b>	<b>Photovoltaic Systems</b> <b>CCCCO Proposal Type:</b> Not applicable <b>Effective:</b> Summer 2015 <b>MODIFY</b> assignments <b>Rationale:</b> Course was approved at the 09/23/24 meeting noting that revisions were needed on CLOs. The CLOs have been revised.	<b>3</b>
<b>MUSC</b>	<b>122</b>	<b>Electronic Music 2</b> <b>Effective:</b> Immediately <b>CCCCO Proposal Type:</b> Not applicable <b>CORRECTION TO THE RECORD</b> repeat policy/registration retake policy <b>Rationale:</b> Course was drafted and approved for two completions on 02/18/2014. Course was erroneously entered in Datatel with three completions. This data-error appeared before the committee on 04/15/2014 as the official repeat policy for the course, but this was a clerical error. This error correction is being noted for documentation purposes. It has been corrected in Datatel/CRSE.	<b>2</b>

**IV. COURSE CONSENT AGENDA**

(None)

## **V. COURSE DISCUSSION AGENDA**

### **INACTIVATIONS**

<b>MUSE 166</b>	<b>Chamber Music Ensembles (Strings)</b> <b>CCCCO Proposal Type:</b> Inactivation <b>Effective:</b> Summer 2015 <b>INACTIVATE</b> <b>Rationale:</b> The course has not been offered for 3 semesters <b>Articulation Status:</b> Transfers to UC and CSU <b>General Education Status</b> Approved for (MJC Activities) <b>Program Impact:</b> - Music AA-T Degree <b>M/S/C (E. MAKI, M. GARCIA) to INACTIVATE MUSE 166</b> <b>15 AYES, 1 ABSTENTION (R. Cripe)</b>	<b>1</b>
<b>PEC 150</b>	<b>Intermediate Yoga for Better Health</b> <b>CCCCO Proposal Type:</b> Inactivation <b>Effective:</b> Summer 2015 <b>INACTIVATE</b> <b>Rationale:</b> Course is being inactivated because it is not being offered. <b>Articulation Status:</b> Transfers to CSU and UC <b>General Education Status</b> Approved for (MJC Activities) <b>Program Impact:</b> - Physical Education A.A. Degree <b>M/S/C (E. MAKI, M. GARCIA) to INACTIVATE PEC 150</b> <b>15 AYES, 1 ABSTENTION (R. Cripe)</b>	<b>1</b>

## MODIFICATIONS

ANTHR 140

### Magic, Witchcraft, and Religion

3

**CCCCO Proposal Type:** Non Substantial Change

**Effective:** Summer 2015

**MODIFY** description, outcomes, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills

**Rationale:** This course is being updated as part of its regular cycle

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

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

**Materials Fee Status:** (none)

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

**C-ID Status:** (none)

**General Education Status** Approved for (MJC-GE:B)(CSU-GE:D1)(IGETC:4A)

**Program Impact:**

- Anthropology AA-T Degree
- CSU-GE Pattern Certificate of Achievement
- Ethnic Studies Skills Recognition Award
- General Studies, Emphasis in Social and Behavioral Sciences A.A. Degree
- MJC-GE Pattern

**M/S/C (E. MAKI, M. GARCIA) to MODIFY ANTHR 140**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, M. BOYD) to MAINTAIN REQUISITES for ANTHR 140**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, L. LANIGAN) to MAINTAIN DE for ANTHR 140**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (E MAKI, M. ROBLES) to MAINTAIN PLACEMENT OF ANTHR 140 on GE PATTERN(S)**

**15 AYES, 1 ABSTENTION (R. Cripe)**

ART 108

### Ceramics 1

3

**CCCCO Proposal Type:** Non Substantial Change

**Effective:** Summer 2015

**MODIFY** outcomes, objectives, content

**Rationale:** This course is being updated for periodic review, updating of textbook, and with edits to prepare for C-ID descriptor ARTS 230

**Enrollment Restrictions:** (none)

**Distance Education Status:** (none)

**Materials Fee Status:** Maintaining fee of \$15

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

**C-ID Status:** Requesting (CID ARTS 230, 3 units)

**General Education Status** Approved for (MJC Activities)

**Program Impact:**

- Art A.A. Degree

**M/S/C (E. MAKI, M. GARCIA) to MODIFY ART 108**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (M. GARCIA, E. MAKI) to MAINTAIN FEE for ART 108**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. LANIGAN, M. GARCIA) to MAINTAIN PLACEMENT of ART 108 on ACTIVITIES**

**15 AYES, 1 ABSTENTION (R. Cripe)**



ART 109

**Ceramics 2**

3

**CCCCO Proposal Type:** Non Substantial Change

**Effective:** Summer 2015

**MODIFY** objectives, content, typical assignments, methods of instruction, textbooks

**Rationale:** Course is being updated to clarify materials fees and for curriculum review cycle

**Enrollment Restrictions:** Maintaining (P) Satisfactory completion of ART 108.

**Distance Education Status:** (none)

**Materials Fee Status:** Maintaining fee of \$15

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

**C-ID Status:** (none)

**General Education Status:** Maintaining (MJC Activities)

**Program Impact:**

- Art A.A. Degree

**M/S/C (E. MAKI, M. GARCIA) to MODIFY ART 109**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, M. BOYD) to MAINTAIN REQUISITES for ART 109**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (M. GARCIA, E. MAKI) to MAINTAIN FEE for ART 109**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. LANIGAN, M. GARCIA) to MAINTAIN PLACEMENT of ART 109 on ACTIVITIES**

**15 AYES, 1 ABSTENTION (R. Cripe)**

ART 140

**Sculpture 1**

3

**CCCCO Proposal Type:** Non Substantial Change

**Effective:** Summer 2015

**MODIFY** materials fee information, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks

**Rationale:** We are updating this course for periodic review, to add the correct CLO's, addition of comparable courses, addition of textbooks, and to re-submit for C-ID descriptor ARTS 240

**Enrollment Restrictions:** (none)

**Distance Education Status:** (none)

**Materials Fee Status:** Maintaining fee of \$15

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

**C-ID Status:** Requesting ([CID ARTS 240](#), 3 units)

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

**Program Impact:**

- Art A.A. Degree

- Art History AA-T Degree

- CSU-GE Pattern Certificate of Achievement

- Studio Arts AA-T Degree

**M/S/C (E. MAKI, M. GARCIA) to MODIFY ART 140**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/U (M. GARCIA, E. MAKI) to MAINTAIN FEE for ART 140**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/U (E MAKI, M. ROBLES) to MAINTAIN PLACEMENT OF ART 140 on GE PATTERN(S)**

**15 AYES, 1 ABSTENTION (R. Cripe)**

ART 141

**Sculpture 2**

3

**CCCCO Proposal Type:** Non Substantial Change

**Effective:** Summer 2015

**MODIFY** materials fee, outcomes, objectives, typical assignments, methods of instruction, methods of evaluation, requisite skills

**Rationale:** This course is being updated for periodic review, adding equivalent courses, matching of requisite skills to prerequisite course, and input of the proper CLO's

**Enrollment Restrictions:** Maintaining (P) Satisfactory completion of ART 140

**Distance Education Status:** (none)

**Materials Fee Status:** Removing fee of \$15

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

**C-ID Status:** (none)

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

**Program Impact:**

- Art A.A. Degree

**M/S/C (E. MAKI, M. GARCIA) to MODIFY ART 141**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, M. BOYD) to MAINTAIN REQUISITES for ART 141**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (M. GARCIA, E. MAKI) to REMOVE FEE for ART 141**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. LANIGAN, M. GARCIA) to MAINTAIN PLACEMENT of ART 141 on ACTIVITIES**

**15 AYES, 1 ABSTENTION (R. Cripe)**

ART 142

**Sculpture 3**

3

**CCCCO Proposal Type:** Non Substantial Change

**Effective:** Summer 2015

**MODIFY** materials fee, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation

**Rationale:** This course is being updated for periodic review, adding equivalent courses, matching of requisite skills to prerequisite course, and input of the proper CLO's

**Enrollment Restrictions:** Maintaining (P) Satisfactory completion of ART 141

**Distance Education Status:** (none)

**Materials Fee Status:** Removing fee of \$15

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

**C-ID Status:** (none)

**General Education Status** Approved for (MJC Activities)

**Program Impact:**

- Art A.A. Degree

**M/S/C (E. MAKI, M. GARCIA) to MODIFY ART 142**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, M. BOYD) to MAINTAIN REQUISITES for ART 142**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (M. GARCIA, E. MAKI) to REMOVE FEE for ART 142**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. LANIGAN, M. GARCIA) to MAINTAIN PLACEMENT of ART 142 on ACTIVITIES**

**15 AYES, 1 ABSTENTION (R. Cripe)**

ART 147

**Painting 1 (in Acrylic)**

3

**CCCCO Proposal Type:** Non Substantial Change

**Effective:** Summer 2015

**MODIFY** content

**Rationale:** This course is being updated for periodic review, updating of textbook, and to add C-ID descriptor ARTS 210, which has been granted.

**Enrollment Restrictions:** Maintaining (P) Satisfactory completion ART 120 or ART 124

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

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

**C-ID Status:** Approved for (CID ARTS 210, 3 units)

**General Education Status** Approved for (MJC Activities)

**Program Impact:**

- Art A.A. Degree
- Art History AA-T Degree
- Studio Arts AA-T Degree

**M/S/C (E. MAKI, M. GARCIA) to MODIFY ART 147**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, M. BOYD) to MAINTAIN REQUISITES for ART 147**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. LANIGAN, M. GARCIA) to MAINTAIN PLACEMENT of ART 147 on ACTIVITIES**

**15 AYES, 1 ABSTENTION (R. Cripe)**

EHS 281

**Advanced Floral Design**

3

**CCCCO Proposal Type:** Non Substantial Change

**Effective:** Summer 2015

**MODIFY** materials fee, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills

**Rationale:** Periodic Review

**Enrollment Restrictions:** Maintaining (P) Satisfactory completion of EHS 280

**Distance Education Status:** (none)

**Materials Fee Status:** Increasing fee from \$70 to \$80

**Articulation Status:** Transfers to CSU

**C-ID Status:** (none)

**General Education Status** (none)

**Program Impact:**

- Commercial Floristry Technician Certificate of Achievement
- Environmental Horticultural Science A.S. Degree

**M/S/C (E. MAKI, M. GARCIA) to MODIFY EHS 281**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, M. BOYD) to MAINTAIN REQUISITES for EHS 281**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (M. GARCIA, E. MAKI) to MODIFY FEE for EHS 281**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**CCCCO Proposal Type:** Substantial Change

**Effective:** Summer 2015

**MODIFY** units, enrollment restrictions, hours, outcomes, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills.

**Rationale:** To be current in the five-year review cycle.

**Enrollment Restrictions:** Removing (P) Satisfactory completion of ENGL 50 and (A) Satisfactory completion of ENGL 101

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

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

**C-ID Status:** (none)

**General Education Status** Approved for (MJC-GE:C)(CSU-GE:C1)(IGETC:3A)

**Program Impact:**

- CSU-GE Pattern Certificate of Achievement
- English A.A. Degree
- English AA-T Degree
- General Studies, Emphasis in Humanities A.A. Degree
- MJC-GE Pattern

**ENGL 161 pulled for discussion by M. Adams** due to concerns of following the motion/process approved at the 9/23/14 meeting. It was determined that this course was not on any previous agenda and therefore the motion/process didn't apply to this course.

**M/S/C (L. HATCH, E. KERR) to MODIFY ENGL 161**

**13 Ayes:** (M. Boyd, M. Uliana, E. Kerr, L. Hatch, L. Lanigan, H. Duarte, M. Robles, M. Garcia, T. Guy, E. Maki, .R Cranley, D. Gilbert, N. Gopal)

**2 Nays:** (K. Ennis, M. Adams)

**1 Abstention:** (R. Cripe)

**M/S/C (L. HATCH, M. BOYD) to REMOVE REQUISITES for ENGL 161**

**15 AYES, 1 ABSTENTION** (R. Cripe)

**M/S/C (E MAKI, M. ROBLES) to MAINTAIN PLACEMENT OF ENGL 161 on GE PATTERN(S)**

**15 AYES, 1 ABSTENTION** (R. Cripe)

**History of Cinema****CCCCO Proposal Type:** Non Substantial Change**Effective:** Summer 2015**MODIFY** enrollment restrictions, hours, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks**Rationale:** To be current in the 5-year review cycle**Enrollment Restrictions:** Maintaining (P) Satisfactory completion of ENGL 50. Removing (A) Satisfactory completion of ENGL 101.**Distance Education Status:** (none)**Materials Fee Status:** (none)**Articulation Status:** Transfers to CSU, UC**C-ID Status:** (none)**General Education Status** Approved for (MJC-GE: C)(CSU-GE: 3B)(IGETC: C2)**Program Impact:**

- CSU-GE Pattern Certificate of Achievement
- English A.A. Degree
- English AA-T Degree
- General Studies, Emphasis in Humanities A.A. Degree
- MJC-GE Pattern

**M/S/C (E. MAKI, M. GARCIA) to MODIFY ENGL 162** During blanket approval of courses, R. Cranley noted that the Word Report/Course Outline was not working for this course only and was generating a CurricUNET error. B. Adams tested to confirm the malfunction and said she would submit a Governet ticket. It was noted that Spell-Check was also malfunctioning.

**M/S/C (L. HATCH, M. BOYD) to MODIFY REQUISITES for ENGL 162**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (E MAKI, M. ROBLES) to MAINTAIN PLACEMENT OF ENGL 162 on GE PATTERN(S)**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**Introduction to Nutrition Science****Proposal Type:** Non Substantial Change**Effective:** Upon CCCCCO approval, Spring 2015 **Expedited!****Rationale for Expedited Approval:** While we are aligning with C-ID, this is a course that turns away students every semester. Updating and adding the DE modality will help meet student demand and generate FTES.**MODIFY** title, DE modalities, GE pattern placement, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills**Rationale:** Course is being updated for compliance to add DE component and for C-ID. Revisions were made to all areas of the course**Enrollment Restrictions:** Maintaining (A) Before enrolling in this course, students are strongly advised to have successfully completed a laboratory chemistry course in high school or college or be concurrently enrolled in a laboratory chemistry course in college.**Distance Education Status:** Requesting (Mixed Modalities/Hybrid, Online)**Materials Fee Status:** (none)**Articulation Status:** Transfers to CSU, UC**C-ID Status:** Requesting (CID NUTR 110, 3 units)**General Education Status** Requesting (MJC-GE: E)(CSU-GE: E). Requesting removal from (MJC-GE: A)**Program Impact:**

- Athletic Training /Sports Medicine A.S. Degree
- General Studies, Emphasis in Natural Sciences A.A. Degree
- MJC-GE Pattern

**FDNTR 219 pulled for discussion by M. Adams** due to concerns of following the motion/process approved at the 9/23/14 meeting and content in excess of the C-ID descriptor. Discussion ensued and the majority of the committee believed the intent of the motion/process was for courses that could not be resolved based on recommendations from the committee. The course was withdrawn at the 10/7/14 meeting in order to update to align with the C-ID descriptor.

**M/S/FAILED (M. BOYD, T. GUY) to MOVE THE PREVIOUS QUESTION (stop debate two-thirds vote required)**

**8 Ayes** (M. Boyd, M. Uliana, E. Kerr, L. Hatch, L. Lanigan, M. Garcia, T. Guy, R. Cranley)

**7 Nays** (E. Maki, K. Ennis, N. Gopal, D. Gilbert, M. Robles, M. Adams, H. Duarte)

**1 Abstention** (R. Cripe)

**M/S/C (E. MAKI, M. GARCIA) to MODIFY FDNTR 219**

**15 Ayes, 1 Abstention** (R. Cripe)

**M/S/C (L. HATCH, M. BOYD) to MAINTAIN REQUISITES for FDNTR 219**

**15 AYES, 1 ABSTENTION** (R. Cripe)

**M/S/C (L. HATCH, L. LANIGAN) to ADOPT DE for FDNTR 219**

**15 AYES, 1 ABSTENTION** (R. Cripe)

**M/S/C (E MAKI, M. ROBLES) to MODIFY PLACEMENT OF FDNTR 219 on GE PATTERN(S)**

**15 AYES, 1 ABSTENTION** (R. Cripe)

**M/S/C (L. HATCH, M. GARCIA) to EXPEDITE MODIFICATIONS of FDNTR 219**

**15 AYES, 1 ABSTENTION** (R. Cripe)

GUIDE 109

International Student/New American Focus

1

CCCCO Proposal Type: Non-Substantial Change

Effective: Summer 2015

**MODIFY** description, outcomes, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills

**Rationale:** The course was updated and includes changes to content, assignments and other readings.

**Enrollment Restrictions:** Maintaining (A) Students are strongly advised to have eligibility for ESL 45 and 46

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

**Articulation Status:** Transfers to CSU

**C-ID Status:** (none)

**General Education Status** Approved for (MJC Guidance)

**Program Impact:**

- Stand Alone

**M/S/C (E. MAKI, M. GARCIA) to MODIFY GUIDE 109**

15 AYES, 1 ABSTENTION (R. Cripe)

**M/S/C (L. HATCH, M. BOYD) to MAINTAIN REQUISITES for GUIDE 109**

15 AYES, 1 ABSTENTION (R. Cripe)

**M/S/C (L. LANIGAN, M. GARCIA) to MAINTAIN PLACEMENT of GUIDE 109 on GUIDANCE**

15 AYES, 1 ABSTENTION (R. Cripe)

GUIDE 110

Introduction to College

1/2

CCCCO Proposal Type: Non Substantial Change

Effective: Summer 2015

**MODIFY** title, enrollment restrictions, description, content, typical assignments, methods of evaluation, textbooks, requisite skills

**Rationale:** The course was updated and includes changes to its title, assignments, and a course advisory.

**Enrollment Restrictions:** Requesting: (A) Satisfactory completion of ENGL 49 or READ 40 or qualification by the MJC assessment process

**Distance Education Status:** Maintaining (Online)

**Materials Fee Status:** (none)

**Articulation Status:** Transfers to CSU (CC GUIDE 107)

**C-ID Status:** (none)

**General Education Status** Approved for (MJC Guidance)

**Program Impact:**

- Human Services Certificate of Achievement

**M/S/C (E. MAKI, M. GARCIA) to MODIFY GUIDE 110**

15 AYES, 1 ABSTENTION (R. Cripe)

**M/S/C (L. HATCH, M. BOYD) to ADOPT REQUISITES for GUIDE 110**

15 AYES, 1 ABSTENTION (R. Cripe)

**M/S/C (L. HATCH, L. LANIGAN) to MAINTAIN DE for GUIDE 110**

15 AYES, 1 ABSTENTION (R. Cripe)

**M/S/C (L. LANIGAN, M. GARCIA) to MAINTAIN PLACEMENT of GUIDE 110 on GUIDANCE**

15 AYES, 1 ABSTENTION (R. Cripe)

GUIDE 111

**Career Exploration**

1

**Proposal Type:** Non Substantial Change

**Effective:** Summer 2015

**MODIFY** title, enrollment restrictions, materials fee, DE modalities, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills

**Rationale:** The course was updated and includes changes to its title, career assessment fees; a distance education-hybrid option and a course requisite advisory were added.

**Enrollment Restrictions:** Requesting (A) Satisfactory completion of ENGL 49 or READ 40 or qualification by the MJC assessment process.

**Distance Education Status:** Requesting (Mixed modalities/Hybrid)

**Materials Fee Status:** Increasing fee from \$18 to \$23

**Articulation Status:** Transfers to CSU

**C-ID Status:** (none)

**General Education Status** Approved for (MJC Guidance)

**Program Impact:**

Stand-Alone

**M/S/C (E. MAKI, M. GARCIA) to MODIFY GUIDE 111**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, M. BOYD) to ADOPT REQUISITES for GUIDE 111**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, L. LANIGAN) to ADOPT DE for GUIDE 111**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (M. GARCIA, E. MAKI) to MODIFY FEE for GUIDE 111**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. LANIGAN, M. GARCIA) to MAINTAIN PLACEMENT of GUIDE 111 on GUIDANCE**

**15 AYES, 1 ABSTENTION (R. Cripe)**

PE 102

**Offensive Football Theory**

2

**CCCCO Proposal Type:** Non Substantial Change

**Effective:** Summer 2015

**MODIFY** outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation

**Rationale:** Periodic review

**Enrollment Restrictions:** (none)

**Distance Education Status:** (none)

**Materials Fee Status:** (None)

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

**C-ID Status:** (none)

**General Education Status** (none)

**Program Impact:**

- Physical Education A.A. Degree

**M/S/C (E. MAKI, M. GARCIA) to MODIFY PE 102**

**15 AYES, 1 ABSTENTION (R. Cripe)**



PE 105

**Defensive Football Theory**

2

**CCCCO Proposal Type:** Non Substantial Change

**Effective:** Summer 2015

**MODIFY** outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation

**Rationale:** Periodic Review

**Enrollment Restrictions:** (none)

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

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

**C-ID Status:** (none)

**General Education Status** (none)

**Program Impact:**

- Physical Education A.A. Degree

**PE 105 withdrawn on behalf of C. MULDER by B. ADAMS** due to concerns about content, and unmatched objectives and methods of evaluation. The representative will work with the faculty author to resolve the issues. After lengthy discussion on what falls under the 9/23/14 motion, B. Adams requested the course be placed back on agenda for discussion if it would not be eligible for revision and review at 11/4/14 meeting. Committee determined since the course was withdrawn, it did not follow under the process and could be returned on the 11/4/14 agenda.

**NEW COURSES**

ART 192

**Professional Practices**

2

**CCCCO Proposal Type:** New Credit Course

**Effective:** Upon CCCC approval

**ADOPT**

**Rationale:** This new course will prepare students to create and organize the portfolio and professional materials necessary for presentations in the fine art and vocational fields of photography.

**Enrollment Restrictions:** Requesting (P) Satisfactory completion of ART 172 or ART 173

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

**Articulation Status:** Transfers to CSU

**C-ID Status:** (none)

**General Education Status** (none)

**Program Impact:**

- Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

**M/S/C (E. MAKI, M. GARCIA) to ADOPT ART 192**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, M. BOYD) to ADOPT REQUISITES for ART 192**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**Mediated Communication****CCCCO Proposal Type:** New Credit Course**Effective:** Upon CCCC approval**ADOPT**

**Rationale:** The integration of computers, tablets, and smart phones into everyday life has significantly impacted our communication with others, especially in personal relationships and organizational contexts. This course will help students understand the impact of technology on human communication so they can use technology in ethical and effective ways in their personal and professional lives. The department plans on adding this course to list "B" in the AA-T and to the electives list in the AA degree once CCCC approval is achieved.

**Enrollment Restrictions:** Requesting (A) Satisfactory completion of ENGL 50**Distance Education Status:** Requesting (Online)**Materials Fee Status:** (none)**Articulation Status:** Transfers to CSU**C-ID Status:** (none)**General Education Status:** Requesting (MJC-GE:D2)**Program Impact:**

- Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

**M/S/C (E. MAKI, M. GARCIA) to ADOPT COMM 133****15 AYES, 1 ABSTENTION (R. Cripe)****M/S/C (L. HATCH, M. BOYD) to ADOPT REQUISITES for COMM 133****15 AYES, 1 ABSTENTION (R. Cripe)****M/S/C (L. HATCH, L. LANIGAN) to ADOPT DE for COMM 133****15 AYES, 1 ABSTENTION (R. Cripe)****M/S/C (E. MAKI, M. ROBLES) to PLACE COMM 133 on GE PATTERN(S)****15 AYES, 1 ABSTENTION (R. Cripe)****Geology of the Central Sierra Nevada****CCCCO Proposal Type:** New Credit Course**Effective:** Upon CCCC approval**ADOPT**

**Rationale:** Because of changes in state policy regarding repeatability of courses, it is necessary to introduce new field courses to emphasize the very different nature of field studies in areas of contrasting geology. California possesses some of the most diverse geologic landscapes on the planet. Each of these proposed courses emphasize the field relationships and principles in particular regions. Geology/earth science majors will be able to continue to benefit from each unique field experience.

**Enrollment Restrictions:** Requesting (A) Students are strongly advised to be enrolled in or have successfully completed any geology or earth science course, or get consent of instructor.**Distance Education Status:** (none)**Materials Fee Status:** (none)**Articulation Status:** Transfers to CSU**C-ID Status:** (none)**General Education Status:** (none)**Program Impact:**

- Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

**M/S/C (E. MAKI, M. GARCIA) to ADOPT GEOL 180****15 AYES, 1 ABSTENTION (R. Cripe)****M/S/C (L. HATCH, M. BOYD) to ADOPT REQUISITES for GEOL 180****15 AYES, 1 ABSTENTION (R. Cripe)**

GEOL 181

**Geology of Sequoia and Kings Canyon**

1

**CCCCO Proposal Type:** New Credit Course

**Effective:** Upon CCCCCO Approval

**ADOPT**

**Rationale:** Because of changes in state policy regarding repeatability of courses, it is necessary to introduce new field courses to emphasize the very different nature of field studies in areas of contrasting geology. California possesses some of the most diverse geologic landscapes on the planet. Each of these proposed courses emphasize the field relationships and principles in particular regions. Geology/earth science majors will be able to continue to benefit from each unique field experience.

**Enrollment Restrictions:** Requesting (A) Before enrolling in this course, students are strongly advised to be enrolled in or have successfully completed any geology or earth science course, or get consent of the instructor.

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

**Transfer Status:** Transfers to CSU

**C-ID Status:** (none)

**General Education Status** (none)

**Program Impact:**

- Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

**M/S/C (E. MAKI, M. GARCIA) to ADOPT GEOL 181**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, M. BOYD) to ADOPT REQUISITES for GEOL 181**

**15 AYES, 1 ABSTENTION (R. Cripe)**

GEOL 182

**Geology of the California Coastline**

1

**CCCCO Proposal Type:** New Credit Course

**Effective:** Upon CCCCCO Approval

**ADOPT**

**Rationale:** Because of changes in state policy regarding repeatability of courses, it is necessary to introduce new field courses to emphasize the very different nature of field studies in areas of contrasting geology. California possesses some of the most diverse geologic landscapes on the planet. Each of these proposed courses emphasize the field relationships and principles in particular regions. Geology/earth science majors will be able to continue to benefit from each unique field experience.

**Enrollment Restrictions:** Requesting (A) Before enrolling in this course, students are strongly advised to be enrolled in or have successfully completed any geology or earth science course, or get consent of the instructor.

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

**Transfer Status:** Transfers to CSU

**C-ID Status:** (none)

**General Education Status** (none)

**Program Impact:**

- Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

**M/S/C (E. MAKI, M. GARCIA) to ADOPT GEOL 182**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, M. BOYD) to ADOPT REQUISITES for GEOL 182**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**Geology of California's Volcanoes**

**CCCCO Proposal Type:** New Credit Course

**Effective:** Upon CCCCCO Approval

**ADOPT**

**Rationale:** Because of changes in state policy regarding repeatability of courses, it is necessary to introduce new field courses to emphasize the very different nature of field studies in areas of contrasting geology. California and the American West possess some of the most diverse geologic landscapes on the planet. Each of these proposed courses emphasize the field relationships and principles in particular regions. Geology/earth science majors will be able to continue to benefit from each unique field experience."

**Enrollment Restrictions:** Requesting (A) Before enrolling in this course, students are strongly advised to be enrolled in or have successfully completed any geology or earth science course, or get consent of the instructor.

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

**Transfer Status:** Transfers to CSU

**C-ID Status:** (none)

**General Education Status** (none)

**Program Impact:**

- Stand-Alone (The department will need to modify any academic programs in CurricUNET to add this course to the program and change the status to Program-Applicable)

**M/S/C (E. MAKI, M. GARCIA) to ADOPT GEOL 185**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, M. BOYD) to ADOPT REQUISITES for GEOL 185**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**Geology of the Eastern Sierra Nevada**

**CCCCO Proposal Type:** New Credit Course

**Effective:** Upon CCCCCO Approval

**ADOPT**

**Rationale:** Because of changes in state policy regarding repeatability of courses, it is necessary to introduce new field courses to emphasize the very different nature of field studies in areas of contrasting geology. California possesses some of the most diverse geologic landscapes on the planet. Each of these proposed courses emphasize the field relationships and principles in particular regions. Geology/earth science majors will be able to continue to benefit from each unique field experience.

**Enrollment Restrictions:** Requesting (A) Before enrolling in this course, students are strongly advised to be enrolled in or have successfully completed any geology or earth science course, or get consent of the instructor.

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

**Transfer Status:** Transfers to CSU

**C-ID Status:** (none)

**General Education Status** (none)

**Program Impact:**

- Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

**M/S/C (E. MAKI, M. GARCIA) to ADOPT GEOL 186**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, M. BOYD) to ADOPT REQUISITES for GEOL 186**

**15 AYES, 1 ABSTENTION (R. Cripe)**

GEOL 190

**International Geology Field Studies**

3

**CCCCO Proposal Type:** New Credit Course

**Effective:** Upon CCCCCO Approval

**ADOPT**

**Rationale:** Because of changes in state policy regarding repeatability of courses, it is necessary to introduce new field courses to emphasize the very different nature of field studies in areas of contrasting geology. MJC students have in the past visited such localities as Scotland, Italy, Switzerland, Australia, New Zealand, and Hawaii, regions that possess some of the most diverse geologic landscapes on the planet. This proposed course emphasizes the field relationships and principles in a variety of particular sites around the world. Geology/earth science majors will be able to continue to benefit from each unique field experience.

**Enrollment Restrictions:** Requesting (A) Before enrolling in this course, students are strongly advised to be enrolled in or have successfully completed any geology or earth science course, or get consent of the instructor.

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

**Transfer Status:** Transfers to CSU

**C-ID Status:** (none)

**General Education Status** (none)

**Program Impact:**

- Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

**M/S/C (E. MAKI, M. GARCIA) to ADOPT GEOL 190**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, M. BOYD) to ADOPT REQUISITES for GEOL 190**

**15 AYES, 1 ABSTENTION (R. Cripe)**

PE 126

**Introduction to Sport Management**

3

**CCCCO Proposal Type:** New Credit Course

**Effective:** Upon CCCCCO approval

**ADOPT**

**Rationale:** To develop relevant transferable curriculum as part of a Physical Education major.

**Enrollment Restrictions:** (none)

**Distance Education Status:** Requesting (Online)

**Materials Fee Status:** (none)

**Articulation Status:** Transfers to CSU.

**C-ID Status:** (none)

**General Education Status:** (none)

**Program Impact:**

- Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

**M/S/C (E. MAKI, M. GARCIA) to ADOPT PE 126**

**15 AYES, 1 ABSTENTION (R. Cripe)**

**M/S/C (L. HATCH, L. LANIGAN) to ADOPT DE for PE 126**

**15 AYES, 1 ABSTENTION (R. Cripe)**

PEVW 116 XABC

**Training and Conditioning for Golf**

½, 1, 2, 3

**CCCCO Proposal Type:** New Credit Course

**Effective:** Upon CCCCCO approval, Spring 2015 **Expedited!**

**Rationale for Expedited Approval:** To develop relevant transferable curriculum as part of a Physical Education major.

**ADOPT**

**Rationale:** To adhere to community college athletics regulations on intercollegiate participation

**Enrollment Restrictions:** Requesting: (L) Enrollment limited to students who demonstrate intercollegiate athletic skills as determined by the coaching staff.

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

**Articulation Status:** Transfers to CSU. Requesting, UC.

**C-ID Status:** (none)

**General Education Status:** Requesting (MJC Activities)

**Program Impact:**

- Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

**M/S/C (E. MAKI, M. GARCIA) to ADOPT PEVW 116 XABC**

15 AYES, 1 ABSTENTION (R. Cripe)

**M/S/C (L. HATCH, M. BOYD) to ADOPT REQUISITES for PEVW 116 XABC**

15 AYES, 1 ABSTENTION (R. Cripe)

**M/S/C (L. LANIGAN, M. GARCIA) to PLACE PEVW 116 XABC on ACTIVITIES**

15 AYES, 1 ABSTENTION (R. Cripe)

**M/S/C (L. HATCH, M. GARCIA) to EXPEDITE ADOPTION of PEVW 116 XABC**

15 AYES, 1 ABSTENTION (R. Cripe)

PEVW 136 XABC

**Training and Conditioning for Track and Field**

½, 1, 2, 3

**CCCCO Proposal Type:** New Credit Course

**Effective:** Upon CCCCCO approval, Spring 2015 **Expedited!**

**Rationale for Expedited Approval:** With the removal of repeatability from physical education courses, athletics is being required to develop courses following the CCCAA guidelines to allow student-athletes to train and condition for their competitive season.

**ADOPT**

**Rationale:** To meet current standards for California Community College Athletic Association eligibility.

**Enrollment Restrictions:** Requesting (L) Enrollment limited to students who demonstrate intercollegiate athletic skills as determined by the coaching staff.

**Distance Education Status:** (none)

**Materials Fee Status:** (none)

**Articulation Status:** Transfers to CSU. Requesting UC.

**C-ID Status:** (none)

**General Education Status:** Requesting (MJC Activities)

**Program Impact:**

- Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable)

**M/S/C (E. MAKI, M. GARCIA) to ADOPT PEVW 136 XABC**

15 AYES, 1 ABSTENTION (R. Cripe)

**M/S/C (L. HATCH, M. BOYD) to ADOPT REQUISITES for PEVW 136 XABC**

15 AYES, 1 ABSTENTION (R. Cripe)

**M/S/C (L. LANIGAN, M. GARCIA) to PLACE PEVW 136 XABC on ACTIVITIES**

15 AYES, 1 ABSTENTION (R. Cripe)

**M/S/C (L. HATCH, M. GARCIA) to EXPEDITE ADOPTION of PEVW 136 XABC**

15 AYES, 1 ABSTENTION (R. Cripe)

## DE (DISTANCE EDUCATION) ONLY PROPOSALS

<b>MDAST 320</b>	<b>Introduction to Medical Assisting</b> <b>CCCCO Proposal Type:</b> (Not Applicable) <b>Effective:</b> Summer 2015 <b>DE ONLY</b> <b>Rationale:</b> MDAST 320 is a course that would be appropriate as a hybrid. <b>Distance Education Status:</b> Requesting (Hybrid/Mixed Modalities, Online) <b>Articulation Status:</b> (Not a transfer-level course) <b>General Education Status</b> (none) <b>Program Impact:</b> - Medical Assisting Certificate of Achievement <b>M/S/C (L. HATCH, L. LANIGAN) to ADOPT DE for MDAST 320</b> <b>15 AYES, 1 ABSTENTION (R. Cripe)</b>	<b>3</b>
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## VI. PROGRAM NOTIFICATION AGENDA

### CCCCO Approvals: Programs

AA-T: Elementary Teacher Education (10/08/2014)

### Program Activity

(None)

### Program learning outcomes for the following programs were modified in CurricUNET

(None)

## VII. PROGRAM CONSENT AGENDA

(None)

## **VIII. PROGRAM DISCUSSION AGENDA**

### **Application for Approval - New Credit Programs (Formerly the CCC-501)**

(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)**

#### **MODIFICATIONS**

##### **MODIFY: ADMINISTRATION OF JUSTICE PROGRAM**

**AS-T: Administration of Justice** 18 (previously 18-20)

**MODIFY:** List A requirements, List B requirements, total units

**Effective:** Upon CCCCCO Approval

**Rationale:** This program is being updated to align with the revised ADJU TMC template.

**M/S/C (M. GARCIA, E. MAKI) to MODIFY AS-T in Administration of Justice**

**15 AYES, 1 ABSTENTION (R. Cripe)**

##### **MODIFY: UNIVERSITY PREPARATION: LANGUAGE STUDIES PROGRAM**

**AA: University Preparation, Emphasis in Language Studies** 20

**MODIFY:** catalog description, required courses, recommended course sequence

**Effective:** Upon CCCCCO Approval

**Rationale:** This is simply an update of the required & elective courses due to inactivation of some courses previously listed.

**M/S/C (M. GARCIA, E. MAKI) to MODIFY AA: University Preparation, Emphasis in Language Studies**

**15 AYES, 1 ABSTENTION (R. Cripe)**

#### **INACTIVATIONS**

(None)

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

(None)



## **IX. STANDING REPORTS**

### **1. Transfer Model Curriculum (Associate Degrees for Transfer)**

**B. Adams**

The AA-T in Elementary Teacher Education has been approved putting MJC close to meeting its 100% goal as established by the Self Certification in January 2013. The ADT in Computer Science is still outstanding. The CCCCCO is [tracking colleges' progress](#) toward their goals. This data on this chart may be deceiving because it includes ADTs established after colleges self-certified. The [CCCCO has written a memo](#) providing college with strategies to meet the 100% goal.

The state updated TMC template on 09/01/14. Because of double-counting errors coming from the colleges, they have enhanced templates with separate columns for CSU-GE and IGETC unit values to more fully reflect how double-counting values are calculated. Some templates show 09/01/14 as a revision date merely as a result of this enhancement.

There are a couple of new TMC templates available on the [C-ID website](#), but are not yet available on the CCCCCO for development. This is because the Chancellor's Office Templates (COTs) have not been developed. To clarify the acronyms, TMC information belongs to CID, while the COT templates belong to the CCCCCO, ADTs refer to the transfer degrees the college offers.

A representative noted that there are new Agriculture TMC templates available that were developed collaboratively statewide by agriculture faculty. They will be developed at MJC.

Colleges will have 18 months to develop ADTs once the COTs are released on the CCCCCO website, if they have a similar major. New COTs will be rolled out twice a year in September and February.

### **2. C-ID**

**R. Cranley**

MJC has 139 courses approved for C-ID descriptors, no change since the last meeting. Because of the backlog of courses needing C-ID review, M. Pilati recently held a power-review session (10/17/14) in the disciplines of anthropology, art history, biology, history, mathematics, political science, Spanish, and studio arts. R. Cranley is hopeful that MJC's course proposals will be evaluated.

### **3. CurricUNET Implementation/Issues**

**B. Adams/L. Miller**

The "scissors" (delete) button is working again. H. Townsend put in a ticket for distance education proposals, which are freezing. As R. Cranley noted, the spellcheck feature needs to be fixed. We will also need to investigate why ENGL 162 word report is not working.

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

**K. Ennis/E. Kerr**

The group has not met but is starting to look at criteria for an "all assessment report" so that faculty will have meaningful feedback on data entered into the system.

### **5. AB 86 and SB1070 Legislation**

**P. Mendez**

No report.

## **X. UNFINISHED BUSINESS**

### **Action Items**

#### **1. Curriculum Review Process**

**B. Adams**

B. Adams presented the working draft of the Curriculum Review Process form, which reflected the work of the committee on October 3 and October 9. The form is designed to honor the fact that most faculty do not have the same degree of curricular knowledge as do members of the Curriculum Committee. The form is designed in sections, so that authors only need to complete sections that apply to their course proposal. The representative must first supply the reason the course was returned to the author. In Section 1 the, "check the applicable boxes" area needs attention. The boxes align with the CurricUNET Course Checklist. Section 2 asks the faculty author [when necessary for the area(s) of concern] to review the impact of the proposal on courses and programs across the curriculum. Section 3 is required when committee members have concerns and/or questions about unit values for course proposals. Various features of this section were explained. The group discussed the merits of the form and raised questions. Some features still need further development, but the group agreed that it was imperative to get "Section 3" in use as soon as possible since that affects many courses in the review pipeline.

How should this be done? L. Miller noted the interactivity of the form should be tested to ensure it functions as intended. C. Martin commented that the form should be piloted to ensure it is usable in terms of content. Is the form intended to generate scores on particular areas? One representative expressed a strong belief that this form was not meant as a means to score proposals, but only to glean more useful information when the committee is unable to make a decision on a particular proposal. The form will provide a consistent channel through which the inquiry can be facilitated. Currently, data can be presented from a variety of angles, but the results and the research parameters can be presented inconsistently. This form will generate consistent data.

Should form development be delegated? It was requested that the Section 3 of the form, Unit Values, be piloted by departments as soon as possible because of courses and programs being held up for issues that would be addressed with this section. The other sections are not as complicated, but need further development and discussion as to what scenarios might arise with those course elements, and how to develop the form in that vein.

It was agreed that the form should be available online for individuals to test/pilot/use. The merits of breaking the form into multiple documents (as opposed to one document) was discussed.

The group will try to pilot the form for the technical functionality in next two weeks. Sections will be parsed out for further evaluation and development if specific representatives are interested in doing so. The form will be voted on at the next meeting.

### **Informational Items**

(NONE)

## **XI. NEW BUSINESS**

### **Action Items**

**1. Proposed Advising Grid for 2015-2016 Catalog**

**B. Adams**

B. Adams noted this item does not yet have urgency since there is still time for catalog production, but explained that Counseling has requested the this advising grid be included in the next catalog, which advises what GE patterns may be used for certain pathways.

Does the committee like the grid and think it would be useful? Does this document need to be in the catalog? It was noted that there were errors on the grid, and such details can critically mislead students. It creates another layer of official advising information. If there is something wrong with advising information as currently detailed in the catalog? Would this document be redundant? Perhaps the committee should reevaluate existing catalog information to see if there is room for improvement to accommodate the Counseling department's needs. Might the committee want to look at this in conjunction with other catalog information to see if there can be more student-friendly improvements? What is the rationale for the document? The item was tabled until the next meeting in hopes that representatives could review the item in more depth.

### **Informational Items**

**1. CurricUNET Training for Deans and Representatives**

**B. Adams**

B. Adams will hold a training on Tuesday, 10/28 for new deans and representatives. This training will specifically focus on getting through approvals, commenting on and tracking proposals and will be held from 2:30 to 4:00 in Yosemite 213. An Outlook invitation will be sent. B. Adams hopes to see representatives in attendance.

## **XII. PUBLIC COMMENT**

**M/S/C (L. HATCH, M. ULIANA) to ADJOURN at 5:03 PM**

**15 AYES, 1 ABSTENTION (R. Cripe)**

# Course Proposal Justification Form

---

**COURSE:**

**COURSE ID**

**COURSE TITLE**

**# units**

**Overview**

The Curriculum Committee is unable to resolve a given issue with this course. Your course has been pulled from a Curriculum Committee agenda during a meeting to address concerns/questions surrounding one or more course proposal element.

**NOTE:** This form may also be appended to a course proposal at the time of proposal submission by authoring discipline.

DRAFT IN PROGRESS

## SECTION 1: Course Proposal Questions/Concerns

Elements within the CurricUNET "Course Checklist" areas of your course proposal raised questions/concerns at the Curriculum Committee meeting. Those elements, and the questions/concerns surrounding them are identified and described below.

### Course Originator Instructions:

Please review this form with your representative, complete it, and attach it to the course proposal in CurricUNET in the *Attached Files* field. You are advised to attend the meeting at which this course proposal will be re-reviewed to answer any potential questions from the committee. **Please note: All courses are required to complete Section 2, Course Impact Review.**

### Summary of Committee Concerns:

(Representative: Please summarize the reason the proposal was returned here.)

< THE FOLLOWING SUB AREAS STILL REQUIRE DEEPER EVALUATION AND DEVELOPMENT >

**Checkbox 1: Course Cover**

- |  |   |
|--|---|
| <input type="checkbox"/> Department                | <input type="checkbox"/> Cross-listed courses           |
| <input type="checkbox"/> Course Number:            | <input type="checkbox"/> Catalog description            |
| <input type="checkbox"/> Course Title              | <input type="checkbox"/> Rationale:                     |
| <input type="checkbox"/> Proposed as Honors Course | <input type="checkbox"/> Request for Expedited Approval |
| <input type="checkbox"/> DE Addendum               | <input type="checkbox"/> <CID request>:                 |
| <input type="checkbox"/> Disciplines               |   |

**Area 3: Units/Hours**

- |  |   |
|--|---|
| <input type="checkbox"/> Units (if checked, complete Section 3)  | <input type="checkbox"/> Unit Variability |
| <input type="checkbox"/> Hours: (if checked, complete Section 3) |   |

**Area 4: Technical Details**

- |   |   |
|---|---|
| <input type="checkbox"/> Grading                | <input type="checkbox"/> Open-Entry/Open Exit |
| <input type="checkbox"/> Repeatability          | <input type="checkbox"/> Materials Fee        |
| <input type="checkbox"/> Field Trip Requirement |   |

**Area 5: Course Learning Outcomes (CLOs)**

**Area 6: Methods of Evaluation**

- |   |   |
|---|---|
| <input type="checkbox"/> Formative Evaluation | <input type="checkbox"/> Summative Evaluation |
|---|---|

**Area 7: Objectives**

- |   |   |
|---|---|
| <input type="checkbox"/> Required Objectives    | <input type="checkbox"/> Matching Assessments |
| <input type="checkbox"/> Recommended Objectives |   |

**Area 8: Lab Objectives**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Required Lab Objectives | <input type="checkbox"/> Recommended Lab Objectives | <input type="checkbox"/> Matching Lab Assessments |
|--|---|---|

**Area 9: Content**

- |   |  |
|---|--|
| <input type="checkbox"/> Required Content | <input type="checkbox"/> Recommended Content |
|---|--|

**Area 10: Lab Content**

- |   |  |
|---|--|
| <input type="checkbox"/> Required Lab Content | <input type="checkbox"/> Recommended Lab Content |
|---|--|

**Area 11: Methods of Instruction**

**Area 12: Assignments**

- |   |  |
|---|--|
| <input type="checkbox"/> Evidence of Appropriate Workload for Units | <input type="checkbox"/> Evidence of Critical Thinking |
|---|--|

**Area 13: Distance Education**

**Mixed Modalities/Hybrid**

- Description
- Methods of Instruction
- Appropriate student-instructor contact
- Methods to achieve Course Objectives
- Rationale for differing Methods of Evaluation

**Teleclass Addendum**

- Description
- Methods of Instruction
- Appropriate student-instructor contact
- Methods to achieve Course Objectives
- Rationale for differing Methods of Evaluation

**Online Modality Addendum**

- Description
- Methods of Instruction in
- Appropriate student-instructor contact
- Methods to achieve Course Objectives
- Rationale for differing Methods of Evaluation

**Area 14: Texts and Other Readings**

- Books
- Manuals
- Periodicals
- Other

**Area 15: Requisite Skills**

**Area 16: Requisites/ Limits on Enrollment**

- Prerequisites
  - Assessment Exists
  - Requisite Options
  - <New Content Review Process Options?>
- Advisories
- Co-Requisites
  - Assessment Exists
  - Requisite Options
  - <New Content Review Process Options?>
- Limitations on Enrollment

**Area 17: Comparable Courses**

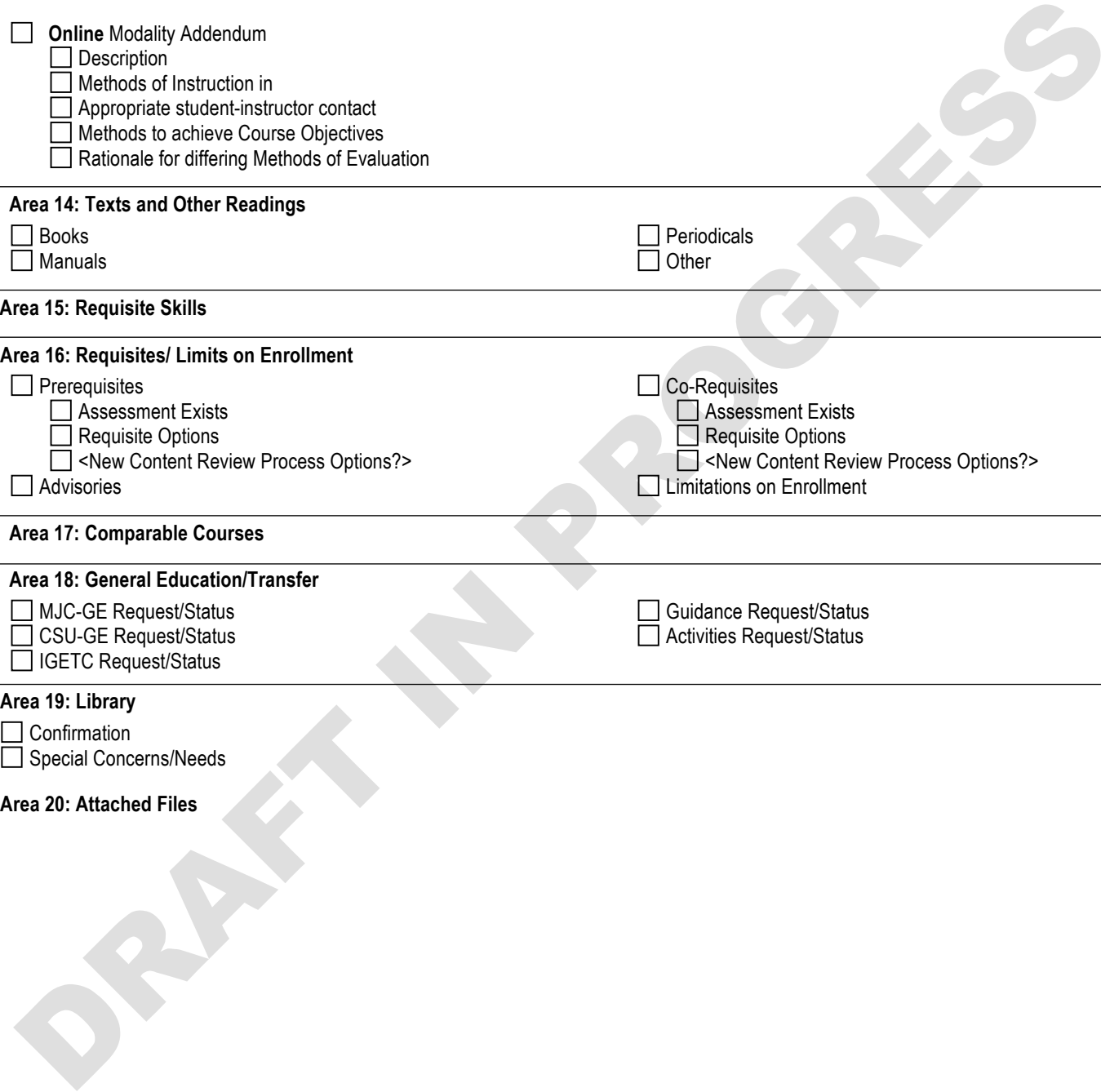
**Area 18: General Education/Transfer**

- MJC-GE Request/Status
- CSU-GE Request/Status
- IGETC Request/Status
- Guidance Request/Status
- Activities Request/Status

**Area 19: Library**

- Confirmation
- Special Concerns/Needs

**Area 20: Attached Files**



## SECTION 2: Course Impact Review

Please review the impact of the course proposal on courses and programs across the curriculum.

### 2A: Course Level

Identify the course's academic level:

- |  |  |
|--|--|
| <input type="checkbox"/> Basic Skills (1-49)                       | <input type="checkbox"/> Transfer/Baccalaureate Degree Level (100-299)         |
| <input type="checkbox"/> ESL (01-49, 900-999)                      | <input type="checkbox"/> Vocational, Assoc. Degree, Non-Transferable (300-399) |
| <input type="checkbox"/> Associate Degree/Non-Transferable (50-99) | <input type="checkbox"/> Non-credit (800-999)                                  |

### 2B: Impact on Sequences

Review the impact of this proposal on prerequisite sequences. Review the Course Impact Report from CurricUNET to show any/all courses (and cross-listed courses) that require this course as a prerequisite:

COURSE ID	TITLE	UNITS
-----------	-------	-------

Not all are listed here, but review has taken place.

### 2C: Program and Award Impact

Review the impact of this course on program awards across the curriculum. To do so, review the *Course Impact Report* in CurricUNET to show what awards/breadth patterns include this course in requirements. Indicate whether course is part of any awards (program-applicable). Check all that apply:

- This is a **stand-alone** course, and therefore does not require **1D: Program-Applicable** review.
- This course is **program applicable** because it is included in one or more awards/GE breadth patterns. Please check all that apply and continue to 1D: Program-Applicable Review.
- |  |   |
|--|---|
| <input type="checkbox"/> Skills Recognition(s) | <input type="checkbox"/> Associate Degree(s) for Transfer |
| <input type="checkbox"/> Certificate(s)        | <input type="checkbox"/> GE Breadth Pattern(s)            |
| <input type="checkbox"/> Associate Degree(s)   |   |

### 2D: Program-Applicable Courses

Please identify all program awards for which this course is required/elective.

AWARD TYPE/GE PATTERN	TITLE / GE AREA CODE (e.g. B1)	OPTION (Awards only)
AA		REQ
AA		REQ
AA		REQ
AA		REQ
AA		REQ
AA		REQ
AA		REQ
AA		REQ
AA		REQ
AA		REQ
AA		REQ
AA		REQ

Not all awards are listed here, but program-impact review has taken place.

## SECTION 3: Units/Hours Review

In the event that a course proposal has been returned to the originating faculty for unit value questions/concerns, please review and supply the following information, taking into account the following definitions\*.

- **LECTURE HOURS/UNITS** (Ratio of in-class to homework hours is 1:2) An instructional method that primarily uses full-class or group content delivery. May include some small group work, presentations, and discussion.
- **LAB HOURS/UNITS** (Ratio of in-class to homework hours is 3:0) An instructional method where students primarily work independently or in groups to develop or practice skills in a laboratory, workshop, studio, court, field, or other specialized instructional space. Instructor supervised and directs activity at the student or small group level for most of the class period.
- **INTEGRATED LAB HOURS/UNITS** (Ratio of in-class to Homework Hours is 2:1) An instructional method where the instructor switches between lecture and lab instruction in the same class period and classroom.

\*Definitions derived from multiple sources, including Title 5, PCAH. (Source: Napa Valley College Curriculum)

### 3A: Course Unit Overview

Please show how the unit values and modalities/hours are changing or unchanging with this proposal.

#### PROPOSED COURSE VALUES

**UNITS**

**LECTURE** hours (term)

**LAB** hours (term)

#### ACTIVE COURSE VALUES

**UNITS**

**LECTURE** (term)

**LAB** hours (term)

### 3B: State Norms

How does the course as proposed compare to courses across the State in terms of breadth and depth? Use CID-approved courses, other CIDs, ASSIST, CurricUSEARCH as resources to help answer this question. **NOTE:** Limit comparisons between colleges to those that have been reviewed in the last 5 years and have been C-ID approved *if applicable*. The reason for this is that old courses have not been reviewed under new standards and are out of compliance.

#### 3B1: Transfer Institution Equivalent Course Unit Values (transfer-level courses only)

Please identify similar courses offered at target transfer institutions. Empty fields for a university will imply that no equivalent course is offered at that institution.

##### "Highest Rate of Transfer" Schools: CSU System

**CSU STANISLAUS** offers:

Not applicable for major

Course ID: \_\_\_\_\_ Title: \_\_\_\_\_

Articulation exists: **Y** **N**

**UNITS**

**LECTURE** hours (term)

**LAB** hours per term

**SACRAMENTO STATE** offers:

Not applicable for major

Course ID: \_\_\_\_\_ Title: \_\_\_\_\_

Articulation exists: **Y** **N**

**UNITS**

**LECTURE** hours (term)

**LAB** hours (term)

**FRESNO STATE** offers:

Not applicable for major

Course ID: \_\_\_\_\_ Title: \_\_\_\_\_

Articulation exists: **Y** **N**

**UNITS**

**LECTURE** hours (term)

**LAB** hours (term)

**CSU EAST BAY** offers:

Not applicable for major

Course ID: \_\_\_\_\_ Title: \_\_\_\_\_

Articulation exists: **Y** **N**

**UNITS**

**LECTURE** hours (term)

**LAB** hours (term)



**“Highest Rate of Transfer” Schools: UC System**

**UC DAVIS offers:**

Not applicable for major  
Course ID: \_\_\_\_\_ Title: \_\_\_\_\_  
Articulation exists: **Y N**

**UNITS**  
**LECTURE** hours (term)  
**LAB** hours (term)

**UC MERCED offers:**

Not applicable for major  
Course ID: \_\_\_\_\_ Title: \_\_\_\_\_  
Articulation exists: **Y N**

**UNITS**  
**LECTURE** hours (term)  
**LAB** hours (term)

**UC SANTA CRUZ offers:**

Not applicable for major  
Course ID: \_\_\_\_\_ Title: \_\_\_\_\_  
Articulation exists: **Y N**

**UNITS**  
**LECTURE** hours (term)  
**LAB** hours (term)

**UC BERKELEY offers:**

Not applicable for major  
Course ID: \_\_\_\_\_ Title: \_\_\_\_\_  
Articulation exists: **Y N**

**UNITS**  
**LECTURE** hours (term)  
**LAB** hours (term)

**Target Institution(s) for Major or Articulation**

**Major:**

**(Other Institution) offers:**

Course ID: \_\_\_\_\_ Title: \_\_\_\_\_  
Articulation exists: **Y N**

**UNITS**  
**LECTURE** hours (term)  
**LAB** hours (term)

**(Other Institution) offers:**

Course ID: \_\_\_\_\_ Title: \_\_\_\_\_  
Articulation exists: **Y N**

**UNITS**  
**LECTURE** hours (term)  
**LAB** hours (term)

**(Other Institution) offers:**

Course ID: \_\_\_\_\_ Title: \_\_\_\_\_  
Articulation exists: **Y N**

**UNITS**  
**LECTURE** hours (term)  
**LAB** hours (term)

**(Other Institution) offers:**

Course ID: \_\_\_\_\_ Title: \_\_\_\_\_  
Articulation exists: **Y N**

**UNITS**  
**LECTURE** hours (term)  
**LAB** hours (term)

**3B2: Community College Equivalent Course Unit Values**

Please identify similar courses offered at community colleges. Typically these would be colleges within from the region or a region with similar demographics. Empty fields for a given school will imply that no equivalent course is offered at that institution. If you would like to include information beyond what is prompted below, please attach additional data and address in Section 3# Narrative, below.

**MERCED COLLEGE** offers:

Course ID: Title:

**UNITS**

**LECTURE** hours (term)

**LAB** hours per term

**DELTA COLLEGE** offers:

Course ID: Title:

**UNITS**

**LECTURE** hours (term)

**LAB** hours (term)

**COLUMBIA COLLEGE** offers:

Course ID: Title:

**UNITS**

**LECTURE** hours (term)

**LAB** hours (term)

**(Other Institution)** offers:

Course ID: Title:

**UNITS**

**LECTURE** hours (term)

**LAB** hours (term)

**(Other Institution)** offers:

Course ID: Title:

**UNITS**

**LECTURE** hours (term)

**LAB** hours (term)

**(Other Institution)** offers:

Course ID: Title:

**UNITS**

**LECTURE** hours (term)

**LAB** hours (term)

**3B3: C-ID Unit Value** (transfer courses only):

C-ID descriptor unit "minimums" reflect the minimum number of units that CCC/CSU (DIG) discipline faculty have collegially agreed reflect the instructional time necessary to cover the content in the descriptor. The CID descriptor is assumed to be the essential or "minimum" content covered in a course to be eligible for C-ID. **CID Eligibility:**

Yes, there is a C-ID available for this course: (CID )

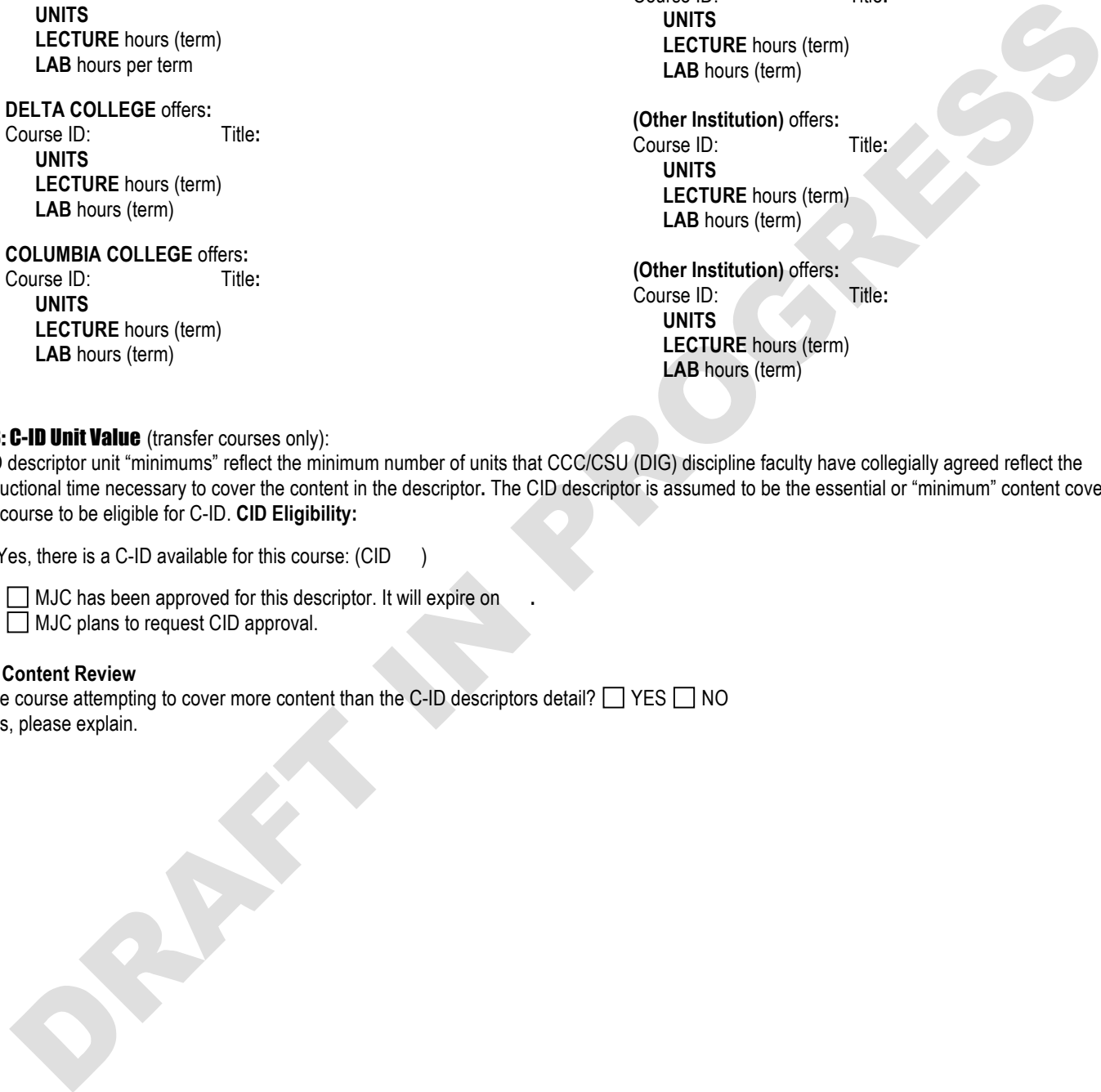
MJC has been approved for this descriptor. It will expire on .

MJC plans to request CID approval.

**CID Content Review**

Is the course attempting to cover more content than the C-ID descriptors detail?  YES  NO

If yes, please explain.



**3B4: Support Data**

Provide support data demonstrating the measurable benefit described below in 3C: Narrative Justification.

**MJC SUCCESS RATES:** Provide success rates for the proposed MJC course to help justify the request for a higher than typical unit course. This information can be gleaned through your division office using the *Section Detail Report*.

TERM	NO. OF SECTIONS OFFERED	COURSE ID	TITLE	# ENROLLED STUDENTS AT CENSUS ACROSS SECTIONS	# ENROLLED AT COURSE END DATE ACROSS SECTIONS	EARNED C or BETTER ACROSS SECTIONS
SU12						
SU12						
SU12						
SU12						
SU12						
SU12						

**STATEWIDE/REGIONAL SUCCESS RATES (OPTIONAL):** If there are statewide/regional success rates available or data you wish to provide for the comparable course to aid in review of the proposed course, attach any reports or supplemental data in Attached Files.

**MANDATES:**

Are there any mandates or regulations that justify the number of units as proposed for this course? Please identify and describe them here:

**ASSESSMENT FINDINGS:**

Are CLO assessments up-to-date for the proposed course?  YES  NO **Last Term Assessed: SU12**

Are there outcomes assessment findings that support the course unit value as configured? Please explain:

**3B5: Configuration of Contact Hours**

How does the configuration of modalities and contact hours compare to transfer universities and regional community colleges? Is the proposed format similar or dissimilar?

In this field, please explain, cite research and/or courses used for comparison.

(College Name) offers:

Course ID: Title:  
**UNITS**  
 LECTURE hours (term)  
 LAB hours per term

(College Name) offers:

Course ID: Title:  
**UNITS**  
 LECTURE hours (term)  
 LAB hours per term

(College Name) offers:

Course ID: Title:  
**UNITS**  
 LECTURE hours (term)  
 LAB hours (term)

(College Name) offers:

Course ID: Title:  
**UNITS**  
 LECTURE hours (term)  
 LAB hours (term)

(College Name) offers:

Course ID: Title:  
**UNITS**  
 LECTURE hours (term)  
 LAB hours (term)

(College Name) offers:

Course ID: Title:  
**UNITS**  
 LECTURE hours (term)  
 LAB hours (term)

(College Name) offers:

Course ID: Title:  
**UNITS**  
 LECTURE hours (term)  
 LAB hours (term)

(College Name) offers:

Course ID: Title:  
**UNITS**  
 LECTURE hours (term)  
 LAB hours (term)

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### 3C: Narrative Justification

The following are typical considerations of the Curriculum Committee.

#### STUDENT CONSIDERATIONS

- Financial Aid
- Scheduling Flexibility
- Available course offerings
- Ability to succeed (define)
- Ability to persist toward identified goals
- Required instructor/student contact hours?
- Cost for enrollment/materials
- Total Contact Time plus Outside-of-Class Time
- Units Available for Degree/Transfer
- Eligibility for Priority Registration
- Ability to pursue more than one major
- Contact Time as it relates to student success
- Maintaining full-time status (12 units)

#### INSTITUTIONAL CONSIDERATIONS

- Articulation Considerations
- Scheduling Resources
- Budgetary Considerations

#### EXTERNAL CONSIDERATIONS

- California Community College Chancellor's Office (CCCCO)
- Ed Code
- Title 5
- The Community

A) **What is the need for and/or benefit of the proposed configuration of unit(s)/hours? Explain:**

B) **Is this benefit measurable? Explain.**

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### 3D: Alternative Approaches for Student Success

Have you considered alternative model programs or other approaches that might also yield positive outcomes at MJC?

Yes  No

Explain: