



Curriculum Committee

AGENDA

Tuesday, February 23, 2016

Yosemite 213 2:40 PM

I. APPROVAL OF ORDER OF AGENDA

II. APPROVAL OF MINUTES

February 9, 2016

III. COURSE NOTIFICATION AGENDA

CCCCO Course Approvals

ANSC 272 CCC000570456
LOGST 201 CCC000570458
LOGST 202 CCC000570452
LOGST 203 CCC000570451
LOGST 205 CCC000570453
LOGST 206 CCC000570454
LOGST 207 CCC000570455
LOGST 299BD CCC000570609
PEC 107 CCC000570611
PEC 115 CCC000570610

Course Activity Report

(None)

IV. COURSE CONSENT AGENDA

BUSAD 210

Business Communication

3

Effective: Upon Curriculum Committee approval

MODIFY: CLOs

Rationale: To more closely align with course content.

1. Compose a business message that demonstrates reasoning and creativity using specific formatting, tone and style guidelines.
2. Prepare a professional resume listing education, work experience, skills, qualifications, and attributes unique to each student.
3. Research, organize, and compose an informative or investigative report that reaches conclusions and/or makes recommendations.

ANSC 209	<p>Equine Breeding & Reproduction 3</p> <p>CCCCO Proposal Type: Non-Substantial</p> <p>Effective: Summer 2017</p> <p>MODIFY: Outcomes, textbooks, requisite skills</p> <p>Rationale: Course is being updated for periodic review.</p> <p>Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ANSC 207.</p> <p>Distance Education Status: (None)</p> <p>Materials Fee Status: (None)</p> <p>Articulation Status: Transfers to CSU</p> <p>C-ID Status: (None)</p> <p>General Education Status: (None)</p> <p>Program Impact:</p> <ul style="list-style-type: none"> - Equine Science Certificate of Achievement
ANSC 235	<p>Poultry Diseases and Housing 3</p> <p>CCCCO Proposal Type: Non-Substantial</p> <p>Effective: Summer 2017</p> <p>MODIFY: Outcomes, objectives, methods of instruction, methods of evaluation, textbooks</p> <p>Rationale: Course is being updated for periodic review and textbook has been updated.</p> <p>Enrollment Restrictions: (None)</p> <p>Distance Education Status: (None)</p> <p>Materials Fee Status: (None)</p> <p>Articulation Status: Transfers to CSU</p> <p>C-ID Status: (None)</p> <p>General Education Status: (None)</p> <p>Program Impact:</p> <ul style="list-style-type: none"> - Poultry Science A.S. Degree
ANSC 251	<p>Veterinary Pharmacy Procedures 2</p> <p>CCCCO Proposal Type: Non-Substantial</p> <p>Effective: Summer 2017</p> <p>MODIFY: Enrollment restrictions, description, outcomes, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills</p> <p>Rationale: Course is being updated for periodic review.</p> <p>Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete AG 280; Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete MATH 70 or qualification by MJC assessment process.</p> <p>Distance Education Status: (None)</p> <p>Materials Fee Status: (None)</p> <p>Articulation Status: Transfers to CSU</p> <p>C-ID Status: (None)</p> <p>General Education Status: (None)</p> <p>Program Impact:</p> <ul style="list-style-type: none"> - Large Animal Veterinary Technician Certificate of Achievement - Veterinary Technician Certificate of Achievement - Veterinary Technology A.S. Degree

ANSC 252	<p>Veterinary Equipment: Operation, Instrumentation, and Safety 3</p> <p>CCCCO Proposal Type: Non-Substantial</p> <p>Effective: Summer 2017</p> <p>MODIFY: Description, outcomes, objectives, content, methods of instruction, textbooks</p> <p>Rationale: Course is being updated for periodic review.</p> <p>Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ENGL 50 or qualification by MJC assessment process.</p> <p>Distance Education Status: (None)</p> <p>Materials Fee Status: (None)</p> <p>Articulation Status: Transfers to CSU</p> <p>C-ID Status: (None)</p> <p>General Education Status: (None)</p> <p>Program Impact:</p> <ul style="list-style-type: none"> - Large Animal Veterinary Technician Certificate of Achievement - Veterinary Technician Certificate of Achievement - Veterinary Technology A.S. Degree
ANSC 253	<p>Veterinary Laboratory Procedures 1</p> <p>CCCCO Proposal Type: Non-Substantial</p> <p>Effective: Summer 2017</p> <p>MODIFY: Outcomes, objectives, content, methods of instruction, textbooks</p> <p>Rationale: Course is being updated for periodic review.</p> <p>Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ENGL 50 or qualification by MJC assessment process.</p> <p>Distance Education Status: (None)</p> <p>Materials Fee Status: (None)</p> <p>Articulation Status: Transfers to CSU</p> <p>C-ID Status: (None)</p> <p>General Education Status: (None)</p> <p>Program Impact:</p> <ul style="list-style-type: none"> - Large Animal Veterinary Technician Certificate of Achievement - Veterinary Technician Certificate of Achievement - Veterinary Technology A.S. Degree
ANSC 254	<p>Veterinary Medical Office Procedures 2</p> <p>CCCCO Proposal Type: Non-Substantial</p> <p>Effective: Summer 2017</p> <p>MODIFY: Outcomes, objectives, content, typical assignments, methods of instruction</p> <p>Rationale: Course is being updated for periodic review.</p> <p>Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ENGL 50 or qualification by MJC assessment process.</p> <p>Distance Education Status: (None)</p> <p>Materials Fee Status: (None)</p> <p>Articulation Status: Transfers to CSU</p> <p>C-ID Status: (None)</p> <p>General Education Status: (None)</p> <p>Program Impact:</p> <ul style="list-style-type: none"> - Large Animal Veterinary Technician Certificate of Achievement - Veterinary Technician Certificate of Achievement - Veterinary Technology A.S. Degree

FTECH 321XABC**Fire Service In-Service Training / EMS****0.5-3****CCCCO Proposal Type:** Non-Substantial**Effective:** Summer 2016 **Expedited!****Rationale for Expedited Approval:** Course originally approved by the CC 4/12/2015 but was denied by the state due to LOE issue. Course is being revised due to Chancellor's office request and will be resubmitted to the state for approval.**MODIFY:** Enrollment restrictions, outcomes, methods of evaluation, requisite skills**Rationale:** To provide college units to individuals engaged in completion of mandated fire training.**Enrollment Restrictions:** Requesting: (P) Satisfactory completion of EMS 350 and FSCI 301; Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete EMS 389 and EMS 390.**Distance Education Status:** Maintaining: Mixed modalities/hybrid**Materials Fee Status:** (None)**Articulation Status:** Not transferable**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).

HE 112**Introduction to Public Health****3****CCCCO Proposal Type:** Non-Substantial**Effective:** Summer 2017**MODIFY:** DE modalities, outcomes, objectives, methods of evaluation**Rationale:** Course is being updated to align with C-ID descriptor. Hybrid modality is also being proposed.**Enrollment Restrictions:** (None)**Distance Education Status:** Maintaining: Online; Requesting: Mixed modalities/hybrid**Materials Fee Status:** (None)**Articulation Status:** Transfers to CSU and UC**C-ID Status:** Requesting: ([C-ID PHS 101](#)) (Conditionally approved)**General Education Status:** Approved for: (MJC-GE: B, E)**Program Impact:**

- General Studies, Emphasis in Social and Behavioral Sciences A.A. Degree
- MJC-GE Pattern A.A. Degree Major

NEW COURSES:**FTECH 322XABC****Fire Service In-Service Training / Special Operations****0.5-3****CCCCO Proposal Type:** New Credit Course**Effective:** Upon CCCCCO approval**ADOPT****Rationale:** To provide college units to individuals engaged in completion of mandated fire training.**Enrollment Restrictions:** Requesting: (P) Satisfactory completion of FSCI 301 and EMS 350; Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete FSCI 304 and FSCI 351 and FSCI 362.**Distance Education Status:** Requesting: Mixed modalities/hybrid**Materials Fee Status:** (None)**Articulation Status:** Not transferable**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).

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|----------------------|---|--------------|
| FTECH 323XABC | Fire Service In-Service Training / Command & Control
CCCCO Proposal Type: New Credit Course
Effective: Upon CCCCCO approval
ADOPT
Rationale: To provide college units to individuals engaged in completion of mandated fire training.
Enrollment Restrictions: Requesting: (P) Satisfactory completion of FSCI 301 and EMS 350;
Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete FSCI 305 and FSCI 350.
Distance Education Status: Requesting: Mixed modalities/hybrid
Materials Fee Status: (None)
Articulation Status: Not transferable
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). | 0.5-3 |
| FTECH 324XABC | Fire Service In-Service Training / Administration
CCCCO Proposal Type: New Credit Course
Effective: Upon CCCCCO approval
ADOPT
Rationale: To provide college units to individuals engaged in completion of mandated fire training.
Enrollment Restrictions: Requesting: (P) Satisfactory completion of FSCI 301 and EMS 350;
Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete FSCI 356.
Distance Education Status: Requesting: Mixed modalities/hybrid
Materials Fee Status: (None)
Articulation Status: Not transferable
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). | 0.5-3 |
| FTECH 325XABC | Fire Service In-Service Training / Operations
CCCCO Proposal Type: New Credit Course
Effective: Upon CCCCCO approval
ADOPT
Rationale: To provide college units to individuals engaged in completion of mandated fire training.
Enrollment Restrictions: Requesting: (P) Satisfactory completion of FSCI 301 and EMS 350;
Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete FSCI 304 and FSCI 305.
Distance Education Status: Requesting: Mixed modalities/hybrid
Materials Fee Status: (None)
Articulation Status: Not transferable
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). | 0.5-3 |

DE (Distance Education) Only Proposals

(None)

VI. PROGRAM NOTIFICATION AGENDA

Program Activity

(None)

CCCCO Approvals: Programs

(None)

Consortium Approvals: Programs

(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:

UNITS

MODIFY:

AGRICULTURAL SCIENCES PROGRAM

A.S. Degree: University Preparation, Emphasis in Agricultural Sciences

18

MODIFY: Required course units

Effective: Upon CCCCCO Approval **Expedited!** (Requesting Summer 2016)

Rationale for Expedited Approval: Requesting expedited approval to ensure accuracy of catalog offerings.

Rationale: This program is being modified to show the recent unit change to NR 200 and removal of inactivated courses.

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 |
| 2. Articulation: C-ID , C-ID Newsletter | R. Cranley |
| 3. CurricUNET Implementation/Issues | B. Adams/H. Townsend |
| 4. Adult Education | P. Mendez |
| 5. Academic Senate Report | S. Amador |

X. UNFINISHED BUSINESS

Action Items

- | | |
|---|----------|
| 1. Curriculum Review Process | B. Adams |
| 2. DE Addendum Review | B. Adams |
| 3. Curriculum Committee Self-Evaluation | B. Adams |

Informational Items

(None)

XI. NEW BUSINESS

Action Items

- | | |
|---|----------------------|
| 1. Course and Program Compliance | B. Adams/H. Townsend |
| 2. Associate Degrees for Transfer and IGETC | J. Hughes/B. Adams |

Informational Items

(None)

XII. PUBLIC COMMENT



Curriculum Committee

MINUTES

Tuesday, February 9, 2016

Yosemite 213 2:40 PM

Members Present: B. Adams (Co-chair), S. Amador (for J. Haynes), S. Berger, S. Cassidy, S. Circle, R. Cranley, R. Cripe, M. Garcia, E. Lucas, E. Maki, P. Mendez, M. Mondragon (ASMJC), N. Sill, B. Thames (VP, Instruction)

Members Absent: F. Banuelos, J. Beebe, K. Butler, H. Duarte, T. Guy, J. Haynes, C. Hudelson, C. Mulder, L. Stephan, Science, Mathematics and Engineering Representative (vacant)

Others Present: K. Addington (Administrative Technician), J. Daly (Dean of Literature and Language Arts & Library), H. Townsend (Curriculum Process Specialist)

I. APPROVAL OF ORDER OF AGENDA

Hearing no objections, a motion to modify the order of the agenda by moving IX. Standing Reports Items #1 (Transfer Model Curriculum) and #2 (Articulation) before V. Course Discussion Agenda and to accommodate guest speaker J. Daly was approved.

II. APPROVAL OF MINUTES

January 26, 2016

Hearing no objections, the minutes of January 26, 2016 were approved as stated.

III. COURSE NOTIFICATION AGENDA

CCCCO Course Approvals

- ANSC 270 (CCC000570000)
- ANSC 271 (CCC000570003)
- ANSC 273 (CCC000570001)
- FDNTR 220 (CCC000569998)
- HUMAN 196 (CCC000569999)
- LOGST 300 (CCC000570002)
- POLSC 165 (CCC000570004)

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.

Course Activity Report

MATH 122	Pre-Calculus 2 CCCCO Proposal Type: Not applicable Effective: Summer 2015 Expedited! MODIFY: Enrollment restrictions Rationale: The Instruction Office was alerted that the catalog showed an advisory for a course that is not active. The following advisory was removed from the active version of MATH 122 in CNET: Recommended for Success: Before enrolling in this course, students are strongly advised to satisfactorily complete MATH 80. The 2016-2017 catalog will show this modification.	5
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IV. COURSE CONSENT AGENDA

Hearing no objections, the following course changes were approved.

These courses were approved by the Curriculum Committee on January 26, 2016 with the understanding that research would be conducted to see if they would possibly qualify for University of California (UC) transferability. Evidence was found to support requesting UC transfer status and if approved by the Curriculum Committee the following courses will be submitted to the University of California Office of the President (UCOP) in June 2016 for UC transfer consideration:

CHEM 133
PHYS 112
PHYS 113
PHYS 121
PHYS 153

Upon further research R. Cranley (Articulation Officer) determined the following courses previously approved also should request UC transfer consideration.

MATH 135 (approved 12/2/14)
PHYS 152 (approved 1/12/16)
PHYS 166 (approved 1/12/16)

READ 82	College Reading - Comprehension CCCCO Proposal Type: Non-Substantial Effective: Summer 2017 MODIFY: Objectives Rationale: This course was approved by the Curriculum Committee (January 26, 2016) with the understanding that objective #20 would be clarified. Objective #20 was modified to add "of the term" at the end of the sentence and appears here for the purpose of the record.	3
SPELL 31	Basic Spelling and Phonics CCCCO Proposal Type: Non-Substantial Effective: Summer 2017 MODIFY: Assessments Rationale: This course was approved by the Curriculum Committee (January 26, 2016) with the understanding that the assessments would be consistent with SPELL 32, matching "Pre-test" with each application of "Post-test". The modification have been completed in CurricUNET and appears here for the purpose of the record.	3

THETR 161

Intermediate Acting

3

CCCCO Proposal Type: Non-Substantial

Effective: Upon Curriculum Committee approval

MODIFY: CLOs

Rationale: CLO update only.

1. Demonstrate advanced acting techniques in character development, oral critiques and character methodology for rehearsal and performance.
2. Analyze a script verbally and/or in writing in terms of theme, character and motivational unit

V. COURSE DISCUSSION AGENDA

INACTIVATIONS:

UNIT

RSCR 248

Self-Directed Study

½

CCCCO Proposal Type: Inactivation

Effective: Fall 2016 **Expedited!**

Rationale for Expedited Approval: I am requesting expedited inactivation of RSCR 248 due to a change in the national board exams for respiratory care. Students are no longer required to take three exams, Certified, Written Registered Exam, and Clinical Simulations. There is now one written exam, the Therapist Multiple Choice and clinical simulations. What is covered in the A.S. degree courses will sufficiently prepare students for the boards.

INACTIVATE:

Rationale: Course to be deleted as content no longer applicable for board exams.

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/U (E. LUCAS, E. MAKI) to INACTIVATE RSCR 248

M/S/U (E. MAKI, E. LUCAS) to EXPEDITE INACTIVATION of RSCR 248

MODIFICATIONS:

AGEC 280

Agricultural Sales and Service

3

CCCCO Proposal Type: Non-Substantial

Effective: Summer 2017 **Expedited!** (Requesting Summer 2016)

Rationale for Expedited Approval: The C-ID for this course is currently expired. This course is a part of the A.S.-T. in Agriculture Business that is in draft form at the state and cannot be submitted until all C-IDs are approved.

MODIFY: Description, outcomes, content, objectives, methods of evaluation, textbooks

Rationale: Course is being updated for periodic review and to align with C-ID descriptor.

Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to have completed three agriculture courses (preferably two agriculture production courses and one agribusiness course).

Distance Education Status: (None)

Materials Fee Status: (None)

Articulation Status: Transfers to CSU

C-ID Status: Requesting: ([C-ID AG-AB 112](#))

General Education Status: (None)

Program Impact:

- Agriculture Business AS-T Associate of Science for Transfer (Pending)
- Agriculture Business A.S. Degree
- Agriculture: Sales, Service A.S. Degree
- Agriculture: Sales, Service Technician Certificate of Achievement
- Artificial Insemination Technician Certificate of Achievement
- Commercial Floristry Technician Certificate of Achievement
- Landscape and Park Maintenance Certificate of Achievement
- Mechanized Agriculture Technician Certificate of Achievement
- University Preparation, Emphasis in Agricultural Sciences A.S. Degree

M/S/U (E. LUCAS, E. MAKI) to MODIFY AGECE 280

M/S/U (E. LUCAS, S. BERGER) to MAINTAIN REQUISITES for AGECE 280

M/S/U (E. MAKI, E. LUCAS) to EXPEDITE MODIFICATIONS of AGECE 280

ANSC 55

Introduction to Veterinary Technology

3

CCCCO Proposal Type: Non-Substantial

Effective: Summer 2017

MODIFY: Field trip, objectives, content, typical assignments, methods of instruction, textbooks

Rationale: Course is being updated for periodic review.

Enrollment Restrictions: (None)

Distance Education Status: (None)

Materials Fee Status: (None)

Articulation Status: Not transferable

C-ID Status: (None)

General Education Status: (None)

Program Impact:

- Veterinary Technician Certificate of Achievement

ANSC 55 pulled for discussion by M. Garcia who noted that *Methods of Instruction*, item 3, "Periods of classroom discussion related to classroom discussion" seemed redundant. B. Adams modified the *Methods of Instruction*, item 3, to read "Instructor-led classroom discussion" with approval of the Curriculum Committee. B. Adams will send a courtesy notice of the modification to J. Haynes.

M/S/U (M. GARCIA, S. CIRCLE) to MODIFY ANSC 55

ANSC 201	<p>Beef Cattle Science 3</p> <p>CCCCO Proposal Type: Non-Substantial</p> <p>Effective: Summer 2017</p> <p>MODIFY: Content, objectives, methods of evaluation</p> <p>Rationale: Course is being updated for periodic review. Requesting C-ID AG-AS 108L.</p> <p>Enrollment Restrictions: (None)</p> <p>Distance Education Status: (None)</p> <p>Materials Fee Status: (None)</p> <p>Articulation Status: Transfers to CSU and UC</p> <p>C-ID Status: Requesting: (C-ID AG-AS 108L)</p> <p>General Education Status: (None)</p> <p>Program Impact:</p> <ul style="list-style-type: none"> - Agriculture Science A.S. Degree - Agriculture Animal Sciences AS-T Degree (Pending) - Agriculture Business A.S. Degree - Animal Science A.S. Degree - Artificial Insemination Technician Certificate of Achievement - University Preparation, Emphasis in Agricultural Sciences A.S. Degree <p>M/S/U (E. LUCAS, E. MAKI) to MODIFY ANSC 201</p>
ANSC 202	<p>Swine Science 3</p> <p>CCCCO Proposal Type: Non-Substantial</p> <p>Effective: Summer 2017</p> <p>MODIFY: Objectives, methods of instruction, methods of evaluation, textbooks</p> <p>Rationale: Course is being updated for periodic review. Requesting C-ID AG-AS 128L.</p> <p>Enrollment Restrictions: (None)</p> <p>Distance Education Status: (None)</p> <p>Materials Fee Status: (None)</p> <p>Articulation Status: Transfers to CSU and UC</p> <p>C-ID Status: Requesting: (C-ID AG-AS 128L)</p> <p>General Education Status: (None)</p> <p>Program Impact:</p> <ul style="list-style-type: none"> - Agriculture Science A.S. Degree - Agriculture Animal Sciences AS-T Degree (Pending) - Agriculture Business A.S. Degree - Animal Science A.S. Degree - University Preparation, Emphasis in Agricultural Sciences A.S. Degree <p>M/S/U (E. LUCAS, E. MAKI) to MODIFY ANSC 202</p>
ANSC 203	<p>Sheep Science 3</p> <p>CCCCO Proposal Type: Non-Substantial</p> <p>Effective: Summer 2017</p> <p>MODIFY: Description, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks</p> <p>Rationale: Course is being updated for periodic review. Requesting C-ID AG-AS 124L.</p> <p>Enrollment Restrictions: (None)</p> <p>Distance Education Status: (None)</p> <p>Materials Fee Status: (None)</p> <p>Articulation Status: Transfers to CSU and UC</p> <p>C-ID Status: Requesting: (C-ID AG-AS 124L)</p> <p>General Education Status: (None)</p> <p>Program Impact:</p> <ul style="list-style-type: none"> - Agriculture Science A.S. Degree - Agriculture Business A.S. Degree - Animal Science A.S. Degree - University Preparation, Emphasis in Agricultural Sciences A.S. Degree <p>M/S/U (E. LUCAS, E. MAKI) to MODIFY ANSC 203</p>

ANSC 210**Livestock Selection & Evaluation****3****CCCCO Proposal Type:** Non-Substantial**Effective:** Summer 2017**MODIFY:** Description, outcomes, content, typical assignments, methods of instruction, methods of evaluation, textbooks**Rationale:** Course is being updated for 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:**

- Animal Science A.S. Degree

M/S/U (E. LUCAS, E. MAKI) to MODIFY ANSC 210**ANSC 230****Poultry Science****3****CCCCO Proposal Type:** Non-Substantial**Effective:** Summer 2017**MODIFY:** Objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks**Rationale:** Course is being updated for periodic review.**Enrollment Restrictions:** (None)**Distance Education Status:** (None)**Materials Fee Status:** (None)**Articulation Status:** Transfers to CSU and UC**C-ID Status:** Requesting: ([C-ID AG-AS 120L](#))**General Education Status:** (None)**Program Impact:**

- Agriculture Animal Sciences AS-T Degree (Pending)

- Agriculture Business AS-T Degree (Pending)

- Agriculture Business A.S. Degree

- Agriculture Science A.S. Degree

- Poultry Science A.S. Degree

M/S/U (E. LUCAS, E. MAKI) to MODIFY ANSC 230

EMS 350**First Responder with Healthcare Provider CPR****3****CCCCO Proposal Type:** Non-Substantial**Effective:** Summer 2017 **Expedited!** (Requesting Fall 2016)**Rationale for Expedited Approval:** Moved from 9th to 10th edition of textbook, as 9th edition is not available in 2016 and an increase of material fees.**MODIFY:** Enrollment restrictions, material fees, textbooks, requisite skills**Rationale:** This course is being updated for periodic review.**Enrollment Restrictions:** Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete AP 50 and/or satisfactorily complete MDAST 321.**Distance Education Status:** (None)**Materials Fee Status:** Increasing fee from \$20.00 to \$50.00**Articulation Status:** Not transferable; (CC: EMS 157)**C-ID Status:** (None)**General Education Status:** (None)**Program Impact:**

- Emergency Medical Services Certificate of Achievement (In Process)
- Fire Academy Certificate of Achievement (In Process)
- Fire Science A.S. Degree
- Fire Science Certificate of Achievement

M/S/U (E. LUCAS, E. MAKI) to MODIFY EMS 350**M/S/U (E. LUCAS, S. BERGER) to ADOPT REQUISITES for EMS 350****M/S/U (S. CIRCLE, R. CRIPE) to INCREASE FEE for EMS 350****M/S/U (E. MAKI, E. LUCAS) to EXPEDITE MODIFICATIONS of EMS 350****MUSE 161****Community Orchestra****1****CCCCO Proposal Type:** Non-Substantial**Effective:** Summer 2017**MODIFY:** Enrollment restrictions, description, methods of instruction, textbooks, requisite skills**Rationale:** This course is being updated for periodic review. Intend to request C-ID MUS 180 which requires an audition.**Enrollment Restrictions:** Removing: (A) Before enrolling in this course, students are strongly advised to have previous experience playing a musical instrument; Requesting: (L) Enrollment limited to students who pass an audition.**Distance Education Status:** (None)**Materials Fee Status:** (None)**Articulation Status:** Transfers to CSU and UC; (CC: MUSIC 76)**C-ID Status:** Requesting: ([C-ID MUS 180](#))**General Education Status:** Approved for: (MJC Activities)**Program Impact:**

- Music A.A. Degree
- Music AA-T Degree

M/S/U (E. LUCAS, E. MAKI) to MODIFY MUSE 161**M/S/U (E. LUCAS, S. BERGER) to MODIFY REQUISITES for MUSE 161****M/S/U (E. MAKI, M. GARCIA) to MAINTAIN PLACEMENT of MUSE 161 on MJC ACTIVITIES**

MUSE 165

String Orchestra

1

CCCCO Proposal Type: Non-Substantial

Effective: Summer 2017

MODIFY: Typical assignments, methods of instruction

Rationale: This course is being updated for periodic review.

Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete MUSA 163 or satisfactorily complete MUSA 164; Maintaining: (L) Enrollment limited to students who perform satisfactorily in an audition, demonstrating ability to sight read music, play scales, and adjust intonation on a bowed string instrument.

Distance Education Status: (None)

Materials Fee Status: (None)

Articulation Status: Transfers to CSU and UC

C-ID Status: Approved for: ([C-ID MUS 180](#))

General Education Status: Approved for: (MJC Activities)

Program Impact:

- Music A.A. Degree
- Music AA-T Degree

M/S/U (E. LUCAS, E. MAKI) to MODIFY MUSE 165

M/S/U (E. LUCAS, S. BERGER) to MAINTAIN REQUISITES for MUSE 165

M/S/U (E. MAKI, M. GARCIA) to MAINTAIN PLACEMENT of MUSE 165 on MJC ACTIVITIES

MUSE 171

Concert Band

1

CCCCO Proposal Type: Non-Substantial

Effective: Summer 2017

MODIFY: Enrollment restrictions, description, methods of instruction, requisite skills

Rationale: This course is being updated for periodic review.

Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to have previous experience in instrumental music and have the ability to read music. Student must own or have access to an appropriate instrument; Requesting: (A) Before enrolling in this course, students are strongly advised to have previous experience playing in a band and have college-level music reading skills.

Distance Education Status: (None)

Materials Fee Status: (None)

Articulation Status: Transfers to CSU and UC

C-ID Status: (None)

General Education Status: Approved for: (MJC Activities)

Program Impact:

- Music AA-T Degree

M/S/U (E. LUCAS, E. MAKI) to MODIFY MUSE 171

M/S/U (E. LUCAS, S. BERGER) to MODIFY REQUISITES for MUSE 171

M/S/U (E. MAKI, M. GARCIA) to MAINTAIN PLACEMENT of MUSE 171 on MJC ACTIVITIES

MUSE 175**Symphonic Band****1****CCCCO Proposal Type:** Non-Substantial**Effective:** Summer 2017**MODIFY:** Enrollment restrictions, description, typical assignments, methods of instruction, requisite skills**Rationale:** This course is being updated for periodic review.**Enrollment Restrictions:** Removing: (A) Before enrolling in this course, students are strongly advised to have previous experience playing in a band and have the ability to read music; Requesting: (L) Enrollment limited to students who pass an audition.**Distance Education Status:** (None)**Materials Fee Status:** (None)**Articulation Status:** Transfers to CSU and UC**C-ID Status:** Approved for: ([C-ID MUS 180](#))**General Education Status:** Approved for: (MJC Activities)**Program Impact:**

- Music A.A. Degree

- Music AA-T Degree

M/S/U (E. LUCAS, E. MAKI) to MODIFY MUSE 175**M/S/U (E. LUCAS, S. BERGER) to MODIFY REQUISITES for MUSE 175****M/S/U (E. MAKI, M. GARCIA) to MAINTAIN PLACEMENT of MUSE 175 on MJC ACTIVITIES****MUSE 176****Chamber Ensembles (Band Instruments)****1****CCCCO Proposal Type:** Non-Substantial**Effective:** Summer 2017**MODIFY:** Enrollment restrictions, methods of instruction, textbooks, requisite skills**Rationale:** This course is being updated for periodic review.**Enrollment Restrictions:** Removing: (A) Before enrolling in this course, students are strongly advised to have at least 2 years of experience on their instrument, be able to read music notation and/or satisfactorily complete MUSE 175 and/or satisfactorily complete MUSE 171; Requesting: (A) Before enrolling in this course, students are strongly advised to have previous experience playing a wind or percussion instrument and have college-level music reading skills.**Distance Education Status:** (None)**Materials Fee Status:** (None)**Articulation Status:** Transfers to CSU and UC; (CC: MUSIC 78)**C-ID Status:** (None)**General Education Status:** Approved for: (MJC Activities)**Program Impact:**

- Music AA-T Degree

M/S/U (E. LUCAS, E. MAKI) to MODIFY MUSE 176**M/S/U (E. LUCAS, S. BERGER) to MODIFY REQUISITES for MUSE 176****M/S/U (E. MAKI, M. GARCIA) to MAINTAIN PLACEMENT of MUSE 176 on MJC ACTIVITIES**

MUSE 181

Jazz Band

1

CCCCO Proposal Type: Non-Substantial

Effective: Summer 2017

MODIFY: Enrollment restrictions, description, methods of instruction, textbooks, requisite skills

Rationale: This course is being updated for periodic review.

Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to have previous experience playing jazz music (one player per part). Student must own or have access to an appropriate instrument; Requesting: (L) Enrollment limited to students who pass an audition.

Distance Education Status: (None)

Materials Fee Status: (None)

Articulation Status: Transfers to CSU and UC

C-ID Status: Approved for: [\(C-ID MUS 180\)](#)

General Education Status: Approved for: (MJC Activities)

Program Impact:

- Music AA-T Degree

M/S/U (E. LUCAS, E. MAKI) to MODIFY MUSE 181

M/S/U (E. LUCAS, S. BERGER) to MODIFY REQUISITES for MUSE 181

M/S/U (E. MAKI, M. GARCIA) to MAINTAIN PLACEMENT of MUSE 181 on MJC ACTIVITIES

MUSE 871

Concert Band

0

CCCCO Proposal Type: Non-Substantial

Effective: Summer 2017

MODIFY: Objectives, content, typical assignments, methods of instruction, methods of evaluation, requisite skills

Rationale: This course is being updated for periodic review.

Enrollment Restrictions: (None)

Distance Education Status: (None)

Materials Fee Status: (None)

Articulation Status: Not transferable

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/U (E. LUCAS, E. MAKI) to MODIFY MUSE 871

CCCCO Proposal Type: Substantial

Effective: Summer 2017 **Expedited!** (Requesting Fall 2016)

Rationale for Expedited Approval: Course needs C-ID approval for submission of the Spanish ADT to the state.

MODIFY: Units, hours, DE modalities, outcomes, content, typical assignments, methods of instruction, textbooks

Rationale: Course is being updated to align with C-ID descriptor. Requesting C-ID SPAN 200.

Enrollment Restrictions: Maintaining: (P) Satisfactory completion of SPAN 102.

Distance Education Status: Maintaining: Mixed modalities/hybrid; Requesting: Online

Material Fee Status: (None)

Articulation Status: Transfers to CSU and UC; (CC: SPAN 2A)

C-ID Status: Requesting: (C-ID SPAN 200)

General Education Status: Approved for: (MJC-GE: C), (CSU-GE: C2), (IGETC: 3B, 6A)

Program Impact:

- CSU General Education Pattern Certificate of Achievement
- General Studies, Emphasis in Humanities A.A. Degree
- MJC-GE Pattern A.A. Degree Major
- Spanish A.A. Degree
- Spanish for Transfer AA-T Degree (Pending)
- Univ. Preparation: Language Studies A.A. Degree

M/S/U (E. LUCAS, E. MAKI) to MODIFY SPAN 103

M/S/U (E. LUCAS, S. BERGER) to MAINTAIN REQUISITES for SPAN 103

M/S/U (S. CIRCLE, E. LUCAS) to MODIFY DE for SPAN 103

M/S/U (S. CIRCLE, S. BERGER) to MAINTAIN PLACEMENT of SPAN 103 on GE PATTERN(S)

R. Cranley mentioned, that because of the reduction in units, she will be resubmitting SPAN 103 and SPAN 104 for University of California (UC) transferability in June and General Education (GE) transferability in December.

M/S/U (E. MAKI, E. LUCAS) to EXPEDITE MODIFICATIONS of SPAN 103

SPAN 104

Spanish 4

4 (Previously 5)

CCCCO Proposal Type: Substantial

Effective: Summer 2017 **Expedited!** (Requesting Fall 2016)

Rationale for Expedited Approval: Course needs C-ID approval for submission of the Spanish ADT to the state.

MODIFY: Units, hours, DE modalities, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills

Rationale: This course is being updated for compliance and to align with C-ID descriptor included in Transfer Model Curriculum.

Enrollment Restrictions: Maintaining: (P) Satisfactory completion of SPAN 103.

Distance Education Status: Requesting: Online, mixed modalities/hybrid

Material Fee Status: (None)

Articulation Status: Transfers to CSU and UC; (CC: SPAN 2B)

C-ID Status: Requesting: (C-ID SPAN 210)

General Education Status: Approved for: (MJC-GE: C), (CSU-GE: C2), (IGETC: 3B, 6A)

Program Impact:

- CSU General Education Pattern Certificate of Achievement
- General Studies, Emphasis in Humanities A.A. Degree
- MJC-GE Pattern A.A. Degree Major
- Spanish A.A. Degree
- Spanish for Transfer AA-T Degree (Pending)
- Univ. Preparation: Language Studies A.A. Degree

M/S/U (E. LUCAS, E. MAKI) to MODIFY SPAN 104

M/S/U (E. LUCAS, S. BERGER) to MAINTAIN REQUISITES for SPAN 104

M/S/U (S. CIRCLE, E. LUCAS) to ADOPT DE for SPAN 104

M/S/U (S. CIRCLE, S. BERGER) to MAINTAIN PLACEMENT of SPAN 104 on GE PATTERN(S)

R. Cranley mentioned, that because of the reduction in units, she will be resubmitting SPAN 103 and SPAN 104 for University of California (UC) transferability in June and General Education (GE) transferability in December.

M/S/U (E. MAKI, E. LUCAS) to EXPEDITE MODIFICATIONS of SPAN 104

NEW COURSES:

(None)

DE (Distance Education) Only Proposals

SPAN 112

Introduction to Chicano/a Literature

3

Effective: Summer 2017 **Expedited!** (Requesting Spring 2017)

Rationale for Expedited Approval: Background: Our Spanish 101 and 102 online courses have experienced a dramatic increase in enrollment because of the scheduling flexibility afforded by the DE option. Rationale: Spanish 112 is a required course for the Spanish AA and AA-T. We are only able to offer one section per semester once a year. Having the DE option will provide students with the flexibility to enroll in it so they can complete the AA in a timely manner without having it affect their face-to-face class schedule and/ or work schedule.

MODIFY: DE modalities only

Rationale: The Spanish faculty wish to offer the course online to increase student access and allow Spanish majors to complete degree requirements in a timely manner.

Distance Education Status: Requesting: Online

Program Impact:

- CSU General Education Pattern Certificate of Achievement
- Ethnic Studies Skills Recognition Award
- General Studies, Emphasis in Humanities A.A. Degree
- MJC-GE Pattern A.A. Degree Major
- Spanish A.A. Degree
- Spanish for Transfer AA-T Degree (Pending)
- Univ Preparation: Language Studies A.A. Degree

M/S/U (S. CIRCLE, E. LUCAS) to ADOPT DE for SPAN 112

M/S/U (E. MAKI, E. LUCAS) to EXPEDITE DE MODALITIES for SPAN 112

SPAN 173

Survey of Latin American Literature

3

Effective: Summer 2017 **Expedited!** (Requesting Spring 2017)

Rationale for Expedited Approval: Background: Our Spanish 101 and 102 online courses have experienced a dramatic increase in enrollment because of the scheduling flexibility afforded by the DE option. Rationale: Spanish 173 is a required course for the Spanish AA and ADT. We are only able to offer one section per semester once a year. Having the DE option will provide students with the flexibility to enroll in it so they can complete the AA in a timely manner without having it affect their face-to-face class schedule and/ or work schedule.

MODIFY: DE modalities only

Rationale: The Spanish faculty wish to offer the course online to increase student access and allow Spanish majors to complete degree requirements in a timely manner.

Distance Education Status: Requesting: Online

Program Impact:

- CSU General Education Pattern Certificate of Achievement
- General Studies, Emphasis in Humanities A.A. Degree
- MJC-GE Pattern A.A. Degree Major
- Spanish A.A. Degree
- Spanish for Transfer AA-T Degree (Pending)
- Univ Preparation: Language Studies A.A. Degree

M/S/U (S. CIRCLE, E. LUCAS) to ADOPT DE for SPAN 173

M/S/U (E. MAKI, E. LUCAS) to EXPEDITE DE MODALITIES for SPAN 173

VI. PROGRAM NOTIFICATION AGENDA

Program Activity

(None)

CCCCO Approvals: Programs

Certificate: Irrigation Construction and Installation (Awaiting ACCJC Approval)

Certificate: Irrigation Design (Awaiting ACCJC Approval)

Consortium Approvals: Programs

(None)

ACCJC Approvals: New Programs

(None)

Program learning outcomes for the following programs were modified in CurricUNET

(None)

VII. PROGRAM CONSENT AGENDA

MODIFY:

NURSING: ASSOCIATE DEGREE NURSING PROGRAM (RN)

A.S. Degree: Nursing: Associate Degree Nursing Program (RN)

60

MODIFY: PLOs, catalog introductory statement

Effective: Upon CCCCCO approval **Expedited!** (Requesting Spring 2017)

Rationale for Expedited Approval: This A.S. Degree has already been approved by the Curriculum Committee (January 26, 2016) for Spring 2017 with the understanding that modification would be made so that the introductory prompt would be grammatically correct with the BRN code.

The first word (where necessary) was made plural. The introductory prompt will stop after the word "student" in the MJC catalog (the prompt was unable to be edited in CurricUNET as it is the standard prompt for all PLOs). A footer was added stating "The program learning outcomes as stated above are written per the California Nursing Act section 1443.5. Standards of Competent Performance.

M/S/U (E. LUCAS, S. CIRCLE) to MODIFY A.S. DEGREE: NURSING: ASSOCIATE DEGREE NURSING PROGRAM (RN)

M/S/U (E. LUCAS, S. BERGER) to EXPEDITE MODIFICATIONS of A.S. DEGREE: NURSING: ASSOCIATE DEGREE NURSING PROGRAM (RN)

MODIFY:**NURSING: ASSOCIATE DEGREE NURSING PROGRAM (RN)****A.S. Degree: Nursing: LVN to ADN (RN) Advanced Placement Pathway** 46**MODIFY:** PLOs, catalog introductory statement**Effective:** Upon CCCCCO approval **Expedited!** (Requesting Spring 2017)**Rationale for Expedited Approval:** This A.S. Degree has already been approved by the Curriculum Committee (January 26, 2016) for Spring 2017 with the understanding that modification would be made so that the introductory prompt would be grammatically correct with the BRN code.

The first word (where necessary) was made plural. The introductory prompt will stop after the word "student" in the MJC catalog (the prompt was unable to be edited in CurricUNET as it is the standard prompt for all PLOs). A footer was added stating "The program learning outcomes as stated above are written per the California Nursing Act section 1443.5. Standards of Competent Performance.

M/S/U (E. LUCAS, S. CIRCLE) to MODIFY A.S. DEGREE: NURSING: LVN TO ADN (RN) ADVANCED PLACEMENT PATHWAY**M/S/U (E. LUCAS, S. BERGER) to EXPEDITE MODIFICATIONS of A.S. DEGREE: NURSING: LVN TO ADN (RN) ADVANCED PLACEMENT PATHWAY****VIII. PROGRAM DISCUSSION AGENDA****Application for Approval - New Credit Programs (Formerly the CCC-501)****ADOPT:****VETERINARY TECHNOLOGY PROGRAM****A.S. Degree: Veterinary Technology** 30**ADOPT:****Effective:** Upon CCCCCO Approval

Rationale: The goal of the Veterinary Technology program is to increase the number, preparation and technical expertise of veterinary technicians and assistants who are prepared to improve veterinary patient management, clinical efficiency, and overall standards of care in the veterinary industry. Veterinary technicians will work closely with industry experts to identify technology and critical skills that are needed in the field.

M/S/U (E. LUCAS, S. CIRCLE) to ADOPT A.S. DEGREE: VETERINARY TECHNOLOGY**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:****UNITS****MODIFY:****SPANISH PROGRAM****A.A.-T Degree: Spanish for Transfer** 21-23 (Previously 23)**MODIFY:** Required course units, total units**Effective:** Upon CCCCCO Approval **Expedited!** (Requesting Fall 2016)

Rationale for Expedited Approval: The Spanish A.A.-T. has been pending at the Chancellor's office since 2013. If the program is approved in time by the CCCCCO, the faculty would like to offer the degree effective fall 2016.

Rationale: The Spanish for Transfer degree is being modified to reflect unit changes to SPAN 103 and SPAN 104

M/S/U (E. LUCAS, S. CIRCLE) to MODIFY A.A.-T DEGREE: SPANISH FOR TRANSFER**M/S/U (E. LUCAS, S. BERGER) to EXPEDITE A.A.-T DEGREE: SPANISH FOR TRANSFER****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

B. Adams mentioned that although the Spanish A.A.-T. Degree made this agenda the Chemistry A.S.-T. Degree is still being modified by the chemistry faculty. B. Adams noted that there is still time for the Chemistry ADT to make the 18 month Chancellor's Office Templates (COT) deadline of August 1, 2016.

B. Adams referred to the [TMC Templates](#) page of the California Community Colleges Chancellor's Office (CCCCO) website for a current list of ADTs.

2. **Articulation: [C-ID](#), [C-ID Newsletter \(Math\)](#), [C-ID Newsletter \(Feb\)](#)**

R. Cranley

R. Cranley reported that there are three new Course Identification Numbering System (C-ID) approvals (POLSC 165, EHS 202, and NR 200) which brings the Modesto Junior College C-ID status to 185.

R. Cranley highlighted from the C-ID February Newsletter (above link):

- Two descriptors for Reading – Basic Skills are now available for submission in the C-ID.
M. Garcia questioned why Basic Skill courses need C-ID descriptors. B. Adams noted that having the C-ID descriptors ensures acceptance of the basic skill courses for students going in-between different community colleges. S. Circle mentioned that the Common Assessment Initiative (CAI) was also a factor.
- Faculty Discipline Review Group (FDRG) decided to open the descriptor for C-ID MATH 110 for vetting, in addition to proposing to draft a new MATH 111 Introduction to Statistics descriptor that would allow the use of the alternative pre-requisites and would parallel the C-ID MATH 110 descriptor.
- The FDRGs for the Career and Technical Education (CTE) disciplines will look at the development of descriptors and model curriculum for their discipline.

3. **CurricUNET Implementation/Issues**

B. Adams/H. Townsend

H. Townsend reported that a ticket was just submitted addressing a curriculum analysis issue which wasn't rolling over certain fields on Course Learning Outcomes (CLO) Only proposals.

4. **Adult Education**

P. Mendez

P. Mendez reported:

- The final report for the planning grant has been submitted.
- The next meeting for the AB104 project is scheduled on February 22, 2016 at the Oakdale Culinary Institute at 2:00 p.m.
- The status of the proposals for the ESL 900 series are being reviewed.
- The English as a Second Language (ESL) project presents a great opportunity for ESL, CTE, English, or Math faculty to get involved.

5. **Academic Senate Report**

S. Amador

S. Amador reported that the February 4, 2016 Academic Senate meeting was mostly informational:

- President J. Stearns and the other Vice Presidents spoke regarding Full Time Equivalent Students (FTES), covering challenges and strategies to improve numbers. S. Amador noted that the discussion was extensive and positive in nature.
- M. Smedhammer reported on the implementation of Canvas and the phase out of Blackboard by 2017.
- The next Academic Senate meeting is scheduled for February 18, 2016.

B Adams asked about the Program Discontinuance Proposal Review. S. Amador noted the Program Discontinuance Review was not addressed due to time constraints.

X. UNFINISHED BUSINESS

Action Items

1. Curriculum Review Process

B. Adams

S. Circle reported that three Basic Skills C-ID Descriptors ([ENGL-BS 85X](#), [ENGL-BS 90X](#), and [ENGL-BS 95X](#)) have been finalized and forwarded to the State Academic Senate for approval. B. Adams asked the committee to prepare to work on closing the loop on the Curriculum Review Process for non-transferable courses once the approval process is completed.

2. [DE Addendum Review](#)

B. Adams

B. Adams informed the Curriculum Committee members that she received the Distance Education Committee Recommendations report (see above DE Addendum Review link) earlier that day and asked Kelly to include as a link. Because of the short timeframe, a short discussion ensued. B. Adams suggested the DE Committee's report be discussed in detail at the February 23, 2016 Curriculum Committee meeting and requested that the committee members review the document.

3. Curriculum Committee Self-Evaluation

B. Adams

B. Adams commented on the "Self-Evaluation Report" draft that was e-mailed to the Curriculum Committee. S. Circle recommended that the Curriculum Committee Co-Chair duties be outlined. A short discussion ensued. B. Adams requested that the committee members review the document and e-mail her any comments, corrections, or discussion items regarding the draft. B. Adams noted that the feedback will help in the preparation for discussion at the February 23, 2016 Curriculum Committee meeting.

Informational Items

(None)

XI. NEW BUSINESS

Action Items

(None)

Informational Items

1. Supplemental Learning Assistance and Tutoring

J. Daly

J. Daly spoke on the development of tutoring courses encompassing:

- Title 5 apportionment: All tutors have to take TUTOR 100 to get apportionment, supervised training, best practices, and tracking hours.
- TUTOR 100: A general tutoring class focusing on how to interact with students, diversity, learning styles, and a basic review of the overall tutoring process.
- TUTOR 110: Focusing on tutoring skills that are more specific.
- STEM and ESL tutoring courses.
- Current tutoring classes: Classes are scheduled in the fall and spring; student enrollment is by the recommendation of the instructor.

Discussion ensued that included:

- Discipline specific tutoring classes: Guidelines for specific disciplines to create their own tutoring, fitting the needs of the students, options, and existing courses.
- Online/hybrid Courses: Online chats are being explored, looking at different models, allowing access at different hours to accommodate student schedules (on demand), and more discipline specific.
- Objectives of the Curriculum Committee: Look for enrollment of TUTOR 100 as "concurrent" or "corequisite" on Course Outline of Record (COR) when reviewing courses.

J. Daly concluded that in this early development stage, more conversation and research is necessary to develop tutoring courses that meet the needs of the students and faculty.

2. [Instructional Services Agreements and Receiving Apportionment](#)

B. Adams

B. Adams referred to the informational document (see above link) for guidelines on prerequisites and/or enrollment limitations (item 5c) for the upcoming FTECH courses.

Item 5c: "Course outlines of record for advanced public safety courses, including in-service training courses in the areas of police, fire, corrections, and other criminal justice occupations, will not list as a prerequisite public safety employment, or possession of a basic course diploma."

XII. PUBLIC COMMENT

P. Mendez asked about the Accrediting Commission for Community and Junior Colleges ([ACCJC](#)), approval process in terms of new degrees and certificates, and how can the faculty assist in the procedure. H. Townsend reviewed the ACCJC approval process found on page 59 of the Program and Course Approval Handbook ([PCAH](#)). H. Townsend recommended that faculty initiate production of a new degree or certificate at least one year in advance of the proposed effective date. She noted that the approval process could be long for new degrees and certificates especially if ACCJC requests a Substantive Change Proposal be submitted prior to the offering of the award.

M/S/U (E. MAKI, E. LUCAS) to adjourn at 4:52 PM