



## Curriculum Committee

# AGENDA

Tuesday, March 14, 2017  
Yosemite 213 2:40 PM

### I. APPROVAL OF ORDER OF AGENDA

### II. APPROVAL OF MINUTES

February 28, 2017

### III. COURSE NOTIFICATION AGENDA

#### CCCCO Course Approvals

FTECH 321XABC (CCC000580962)

#### Course Activity Report

CSCI 295

**Internship in Computer Science Discussion**

1

**MODIFY:** CurricUNET attached files

**Rationale:** Course was approved at the February 28, 2017 Curriculum Committee meeting contingent upon adding an ASSIST report to the attached files checklist in CurricUNET. B. Adams attached the ASSIST report on behalf of the faculty author. This information is here for the purpose of the record.

CSCI 296ABC

**Internship in Computer Science**

1-3

**MODIFY:** Textbook

**Rationale:** Course was approved at the February 28, 2016 Curriculum Committee meeting. It was noted at the meeting that a textbook might need to be added to the course and if so, the committee would be notified. Per the faculty author's request, H. Townsend added a textbook in CurricUNET for the course titled as, *Soft Skills: The Software Developer's Life Manual*.

#### C-ID Approvals

C-ID Descriptor  
GEOG 111

MJC Course(s)  
GEOG 111

Approval Effective  
06/01/2017

Date Approved  
03/08/2017

## IV. COURSE CONSENT AGENDA

- FTECH 321XABC**      **Fire Service In-Service Training/EMS**      **0.5-3**  
**CCCCO Proposal Type:** Non-Substantial  
**Effective:** Upon CCCCC approval  
**MODIFY:** Requisites, requisite skills  
**Rationale:** Course came through the Curriculum Committee for approval on February 14, 2017 due to a revision request from the CCCCC. After Curriculum Committee approval, the course was resent to the CCCCC for final approval. The course was sent back by the CCCCC with a revision request that the prerequisites be removed and a Limitation on Enrollment (LOE) be added instead to allow the course to be open to students who have completed the equivalent at other colleges as they should also be eligible. The prerequisites were removed. The advisory was updated to include the statement “and FSCI 301 or similar course trainings.” The following LOE was added:  
*Enrollment limited to students who can demonstrate completion of basic First Aid and CPR (Healthcare Provider level) from the American Heart Association or National Safety Council, or Professional Rescuer level from the American Red Cross. Students must also provide certification of completion of a 40-hour First Responder course which meets State of California Fire Marshal training level.*
- FTECH 322XABC**      **Fire Service In-Service Training/Special Operations**      **0.5-3**  
**CCCCO Proposal Type:** Non-Substantial  
**Effective:** Upon CCCCC approval  
**MODIFY:** Requisites, requisite skills  
**Rationale:** Course came through the Curriculum Committee for adoption approval on February 14, 2017. Due to a revision request by the CCCCC for a similar course that was recently approved by the committee, FTECH 321XABC, the faculty author decided to revise this course to address concerns that the CCCCC had about prerequisites. See consent agenda item above in regards to the FTECH 321XABC revision request. The prerequisites were removed. The advisory was updated to include the statement “and FSCI 301 or similar course trainings.” The following LOE was added:  
*Enrollment limited to students who can demonstrate completion of basic First Aid and CPR (Healthcare Provider level) from the American Heart Association or National Safety Council, or Professional Rescuer level from the American Red Cross. Students must also provide certification of completion of a 40-hour First Responder course, ICS 200, Haz-Mat FRO, and LARRO, which meets State of California Fire Marshal training level.*
- FTECH 323XABC**      **Fire Service In-Service Training/Command & Control**      **0.5-3**  
**CCCCO Proposal Type:** Non-Substantial  
**Effective:** Upon CCCCC approval  
**MODIFY:** Requisites, requisite skills  
**Rationale:** Course came through the Curriculum Committee for adoption approval on February 14, 2017. Due to a revision request by the CCCCC for a similar course that was recently approved by the committee, FTECH 321XABC, the faculty author decided to revise this course to address concerns that the CCCCC had about prerequisites. See consent agenda item above in regards to the FTECH 321XABC revision request. The prerequisites were removed. The advisory was updated to include the statement “and FSCI 301 or similar course trainings.” The following LOE was added:  
*Enrollment limited to students who can demonstrate completion of basic First Aid and CPR (Healthcare Provider level) from the American Heart Association or National Safety Council, or Professional Rescuer level from the American Red Cross. Students must also provide certification of completion of a 40-hour First Responder course, and ICS 200, which meets State of California Fire Marshal training level.*

- FTECH 324XABC**      **Fire Service In-Service Training/Administration**      **0.5-3**  
**CCCCO Proposal Type:** Non-Substantial  
**Effective:** Upon CCCCCO approval  
**MODIFY:** Requisites, requisite skills  
**Rationale:** Course came through the Curriculum Committee for adoption approval on February 14, 2017. Due to a revision request by the CCCCCO for a similar course that was recently approved by the committee, FTECH 321XABC, the faculty author decided to revise this course to address concerns that the CCCCCO had about prerequisites. See consent agenda item above in regards to the FTECH 321XABC revision request. The prerequisites were removed. The advisory was updated to include the statement “and FSCI 301 or similar course trainings.” The following LOE was added:  
*Enrollment limited to students who can demonstrate completion of basic First Aid and CPR (Healthcare Provider level) from the American Heart Association or National Safety Council, or Professional Rescuer level from the American Red Cross. Students must also provide certification of completion of a 40-hour First Responder course, ICS 200, and Workplace Harassment training, which meets State of California Fire Marshal training level.*
- FTECH 325XABC**      **Fire Service In-Service Training/Operations**      **0.5-3**  
**CCCCO Proposal Type:** Non-Substantial  
**Effective:** Upon CCCCCO approval  
**MODIFY:** Requisites, requisite skills  
**Rationale:** Course came through the Curriculum Committee for adoption approval on February 14, 2017. Due to a revision request by the CCCCCO for a similar course that was recently approved by the committee, FTECH 321XABC, the faculty author decided to revise this course to address concerns that the CCCCCO had about prerequisites. See consent agenda item above in regards to the FTECH 321XABC revision request. The prerequisites were removed. The advisory was updated to include the statement “and FSCI 301 or similar course trainings.” The following LOE was added:  
*Enrollment limited to students who can demonstrate completion of basic First Aid and CPR (Healthcare Provider level) from the American Heart Association or National Safety Council, or Professional Rescuer level from the American Red Cross. Students must also provide certification of completion of a 40-hour First Responder course, ICS 200, Haz-Mat FRO, and LARRO, which meets State of California Fire Marshal training level.*
- POLSC 165**      **Political Science Research Methods**      **3**  
**CCCCO Proposal Type:** Non-Substantial  
**Effective:** Summer 2018  
**MODIFY:** General Education  
**Rationale:** POLSC 165 was approved on February 28, 2017 for Summer 2018. The faculty author noted in the meeting that the department neglected to formally request CSU-GE and IGETC consideration on the CurricUNET proposal, however, the revisions were being made in response to CSU-GE: D8 breadth review feedback from last spring. L. Miller also overlooked potential GE breadth alignment during AO review. In light of the above, B. Adams indicated that the committee could consider the request at a later meeting since GE requests are reviewed and voted on separately from the course outline. Accordingly, L. Miller has reviewed the content changes and recommends that the committee support resubmission of POLSC 165 for CSU-GE and IGETC consideration in December 2017. To view the proposed Course Outline of Record visit the following link:  
[http://www.curricunet.com/mjc/reports/course\\_outline\\_pdf.cfm?courses\\_id=7746](http://www.curricunet.com/mjc/reports/course_outline_pdf.cfm?courses_id=7746)  
**General Education Status:** Approved for: (MJC-GE: B); Requesting; (CSU-GE: D8), (IGETC: 4H)

## V. COURSE DISCUSSION AGENDA

### **INACTIVATIONS:**

		UNIT(S)
COMM 145	<p><b>Parliamentary Procedure</b> <b>CCCCO Proposal Type:</b> Inactivation <b>Effective:</b> Summer 2018 <b><u>INACTIVATE</u></b> <b>Rationale:</b> This course is cross-listed with AGGE 145. This proposal is to remove the COMM 145 course only. The Communication Studies Department has not offered a section of this course in years. The Communication Studies A.A. Degree will be updated to reflect removal of the course from the electives list. <b>Program Impact:</b> - Communication Studies A.A. Degree</p>	1
COMM 180AB	<p><b>Communication Studies Lab Tutoring 1</b> <b>CCCCO Proposal Type:</b> Inactivation <b>Effective:</b> Summer 2018 <b><u>INACTIVATE</u></b> <b>Rationale:</b> Course was created before all tutoring courses were housed under Library and Learning Resources. Course is being inactivated because there are no plans to offer in the near future. The Communication Studies A.A. Degree will be updated to reflect removal of the course from the electives list. <b>Program Impact:</b> - Communication Studies A.A. Degree</p>	1-2
SPAN 104	<p><b>Spanish 4</b> <b>CCCCO Proposal Type:</b> Inactivation <b>Effective:</b> Summer 2018 <b><u>INACTIVATE</u></b> <b>Rationale:</b> The course has not been offered in years and we are directing students interested in it to enroll in Spanish 109 or 110. <b>Program Impact:</b> - CSU General Education Pattern Certificate of Achievement - General Studies, Emphasis in Humanities A.A. Degree - IGETC Pattern Certificate of Achievement - Language Studies A.A. Degree - MJC-GE Pattern - Spanish A.A. Degree - Spanish for Transfer AA-T Degree</p>	4

## **MODIFICATIONS:**

- CMPET 214**      **Microprocessor Programming & Interfacing**      3 (Previously 4)  
**CCCCO Proposal Type:** Substantial  
**Effective:** Summer 2018  
**MODIFY:** Units, enrollment restrictions, hours, material fee, description, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills  
**Rationale:** Course is being reviewed for currency. ELTEC 214 will be inactivated instead and CMPET 214 will be the sole prefix for this course moving forward.  
**Enrollment Restrictions:** Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete CMPET 212 or satisfactorily complete ELTEC 212; Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ELTEC 208 and/or satisfactorily complete ELTEC 212.  
**Distance Education Status:** (None)  
**Materials Fee Status:** Increasing fee from \$34.00 to \$70.00  
**Articulation Status:** Transfers to CSU  
**C-ID Status:** (None)  
**General Education Status:** (None)  
**Program Impact:**  
- Automation Technician Skills Recognition Award  
- Computer Electronics A.S. Degree  
- Computer Electronics Certificate of Achievement
- ELTEC 232**      **Introduction to Programmable Logic Controllers**      3  
**CCCCO Proposal Type:** Non-Substantial  
**Effective:** Summer 2018 ~~Expedited!~~ (Requesting Summer 2017)  
**NOTE:** The Instruction Office has overridden the request for SUMMER 2017 implementation because scheduling deadlines passed (October 2016), and this course will require both YCCD Board of Trustees approval as well as CCCCCO approval prior to any scheduling taking place.  
**Rationale for Expedited Approval:** Many students needed to take this class are coming from industry with many years of experience. The requirement of ELTEC 208 in a programming class adds an unnecessary burden. These basic concepts needed for this class can be delivered during the lecture segment without detriment of the class contents.  
**MODIFY:** Enrollment restrictions, requisite skills  
**Rationale:** Course is being updated to show removal of prerequisite.  
**Enrollment Restrictions:** Removing: (P) Satisfactory completion of ELTEC 208; Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ELTEC 208.  
**Distance Education Status:** (None)  
**Materials Fee Status:** (None)  
**Articulation Status:** Transfers to CSU  
**C-ID Status:** (None)  
**General Education Status:** (None)  
**Program Impact:**  
- Automation Technician Skills Recognition Award  
- Computer Electronics A.S. Degree  
- Computer Electronics Certificate of Achievement  
- Electrician Certificate of Achievement (In Process)  
- Electro-Mechanic Certificate of Achievement (In Process)  
- Industrial Electronics Certificate of Achievement  
- Industrial Electronics A.S. Degree

**SOCIO 102****Social Problems in the United States****3****CCCCO Proposal Type:** Non-Substantial**Effective:** Summer 2018**MODIFY:** Enrollment restrictions, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills**Rationale:** Course is being updated for compliance.**Enrollment Restrictions:** Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete SOCIO 101.**Distance Education Status:** Requesting: Online**Materials Fee Status:** (None)**Articulation Status:** Transfers to CSU and UC; (CC SOCIO 2)**C-ID Status:** Approved for: [\(C-ID SOCI 115\)](#)**General Education Status:** Approved for: (MJC-GE: B), (CSU-GE: D0), (IGETC: 4J)**Program Impact:**

- CSU General Education Pattern Certificate of Achievement
- General Studies, Emphasis in Social and Behavioral Sciences A.A. Degree
- Human Services Certificate of Achievement
- IGETC Pattern Certificate of Achievement
- MJC-GE Pattern
- Nursing: Associate Degree Nursing Program (RN) A.S. Degree
- Nursing: LVN to ADN (RN) Advanced Placement Pathway A.S. Degree
- Sociology AA-T Degree

**NEW COURSES:****ART 167****Survey of Islamic Art****3****CCCCO Proposal Type:** New Credit Course**Effective:** Upon CCCCCO approval**ADOPT****Rationale:** This class is being proposed to add a second option for Non-Western Art in the Art History A.D.T., in List A. This is a required element on the Art History TMC. MJC currently only has one class that fulfills this requirement, Survey of Asian Art, and only one professor who can teach it. Survey of Islamic Art will provide MJC students with a greater diversity of art historical offerings, and ensure that a List A option can be offered every year, facilitating Art History completions.**Enrollment Restrictions:** (None)**Distance Education Status:** Requesting: Mixed modalities/hybrid, online**Materials Fee Status:** (None)**Articulation Status:** Requesting: CSU and UC**C-ID Status:** (None)**General Education Status:** Requesting: (MJC-GE: C), (CSU-GE: C1), (IGETC: 3A)**Program Impact:**

- Art History AA-T Degree

**DE (Distance Education) Only Proposals**

(None)

**VI. PROGRAM NOTIFICATION AGENDA****Program Activity**

(None)

**CCCCO Program Approvals: New/Substantial Change**

(None)

**Regional Consortium CTE Program Approvals: New/Substantial Change**

(None)

**ACCJC Program Approvals: New/Substantial Change**

(None)

**ACCJC DE Substantive Change Proposal Needed**

(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 - Requires CCCCCO and ACCJC Approval  
(Formerly the CCC-501)**

(None)

**Substantial Changes to an Approved Credit Program – Requires CCCCCO and ACCJC Approval  
(Formerly the CCC-510)**

(None)

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

**MODIFICATIONS:**

UNITS

(None)

**INACTIVATIONS:**

(None)

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

(None)

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

(None)

## **IX. STANDING REPORTS**

- |  |           |
|--|-----------|
| 1. Articulation: <a href="#">C-ID Newsletter</a> | L. Miller |
| 2. <a href="#">Adult Education</a>               | P. Mendez |
| 3. Academic Senate Report                        | S. Circle |

## **X. UNFINISHED BUSINESS**

### **Action Items**

- |   |           |
|---|-----------|
| 1. Curriculum Review Process                                      | B. Adams  |
| 2. MJC Certificate & Degree Publications (Postponed indefinitely) | L. Miller |
| 3. Comparable Courses Workgroup                                   | L. Miller |

### **Informational Items**

(None)

## **XI. NEW BUSINESS**

### **Action Items**

- |  |          |
|--|----------|
| 1. <a href="#">Curriculum Committee Meeting Schedule for 2017-2018</a> | B. Adams |
| 2. Course Compliance, Last Date Course Offered, and Impact             | B. Adams |
| 3. CTE 2-Year Reviews  | B. Adams |

### **Informational Items**

- |  |          |
|--|----------|
| 1. <a href="#">CCCCO First Friday Update</a> | B. Adams |
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## **XII. PUBLIC COMMENT**





**Curriculum Committee**

**MINUTES**

**Tuesday, February 28, 2017**

**Yosemite 213 2:40 PM**

**Members Present:** B. Adams (Co-chair), T. Akers-Porter, S. Berger, P. Brogan, S. Cassidy, S. Circle (Co-chair), R. Cripe, J. Daly, A. DeAngelis, T. Guy, J. Haynes, C. Howard, C. Hudelson, J. Forte, C. Lopez-Barragan (ASMJC), E. Maki, L. Miller, N. Sill, L. Stephan, H. Townsend

**Members Absent:** K. Butler, H. Duarte, M. Garcia, J. Hughes, E. Lucas, P. Mendez

**Others Present:** K. Addington (Administrative Technician), S. Miller (POLSC), B. Wedge (CSCI)

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**I. APPROVAL OF ORDER OF AGENDA**

**Hearing no objections, the order of the agenda was approved as stated, with a request from L. Miller to accommodate guests.**

**II. APPROVAL OF MINUTES**

*February 14, 2017*

**Hearing no objections, the minutes of February 14, 2017 were approved as stated.**

**III. COURSE NOTIFICATION AGENDA**

**CCCCO Course Approvals**

(None)

**Course Activity Report**

(None)

**C-ID Approvals**

(None)

*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.*

## IV. COURSE CONSENT AGENDA

**Hearing no objections, the following course changes were approved.**

<b>ELTEC 235</b>	<b>NEC: National Electrical Codes</b> <b>CCCCO Proposal Type:</b> Non-Substantial <b>Effective:</b> Fall 2017 <b>Expedited!</b> <b>Rationale for Expedited Approval:</b> ELTEC 235 was approved by the Curriculum Committee on February 14, 2017 effective for fall 2017. It was noted at the meeting that L. Miller would update the first objective listed to reflect the word "type" as "types". The objectives on the Course Outline of Record were updated to reflect the revision. This information is here for the purpose of the record. <b>MODIFY:</b> Objectives <b>Rationale:</b> See rationale for expedited approval.	<b>4</b>
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## V. COURSE DISCUSSION AGENDA

### **INACTIVATIONS:**

		<b>UNIT(S)</b>
<b>MUSE 151</b>	<b>Masterworks Chorus</b> <b>CCCCO Proposal Type:</b> Inactivation <b>Effective:</b> Summer 2018 <b>INACTIVATE</b> <b>Rationale:</b> Course has not been offered and there are no plans to offer in the near future. <b>Program Impact:</b> 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). <b>M/S/U (R. CRIPE, L. MILLER) to INACTIVATE MUSE 151</b>	<b>1</b>
<b>MUSE 851</b>	<b>Masterworks Chorus</b> <b>CCCCO Proposal Type:</b> Inactivation <b>Effective:</b> Summer 2018 <b>INACTIVATE</b> <b>Rationale:</b> Course has not been offered and there are no plans to offer in the near future. <b>Program Impact:</b> 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). <b>M/S/U (R. CRIPE, L. MILLER) to INACTIVATE MUSE 851</b>	<b>0</b>

## **MODIFICATIONS:**

<b>AGEC 55</b>	<p><b>Preparatory Agriculture Computer Applications</b> <span style="float: right;"><b>3</b></span> <b>CCCCO Proposal Type:</b> Non-Substantial <b>Effective:</b> Summer 2018 <b>MODIFY:</b> Grading policy, outcomes, objectives, content, methods of instruction, methods of evaluation <b>Rationale:</b> Course is being updated for curriculum review. <b>Enrollment Restrictions:</b> (None) <b>Distance Education Status:</b> (None) <b>Materials Fee Status:</b> (None) <b>Articulation Status:</b> Not transferable <b>C-ID Status:</b> (None) <b>General Education Status:</b> (None) <b>Program Impact:</b> 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). <b>M/S/U (R. CRIPE, L. MILLER) to MODIFY AGECE 55</b></p>
<b>MUSA 141</b>	<p><b>Guitar 1</b> <span style="float: right;"><b>1</b></span> <b>CCCCO Proposal Type:</b> Non-Substantial <b>Effective:</b> Summer 2018 <b>MODIFY:</b> Title, description, outcomes, content, typical assignments, methods of instruction, textbooks <b>Rationale:</b> Course is being updated for scheduled review, Fall 2016, and for renaming of course title. <b>Enrollment Restrictions:</b> (None) <b>Distance Education Status:</b> (None) <b>Materials Fee Status:</b> (None) <b>Articulation Status:</b> Transfers to CSU and UC; (CC MUSIC 49) <b>C-ID Status:</b> (None) <b>General Education Status:</b> Approved for: (MJC Activities) <b>Program Impact:</b> 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). <b>MUSA 141 pulled for discussion by L. Miller</b> who questioned the course title of "Guitar 1". E. Maki explained that there are three more courses to be brought before the committee in this sequence of courses, which include, along with Guitar 1; Guitar 2, Guitar 3, and Guitar 4. This family of guitar courses will give students options according to their interest, skill, and goals. Titrng the guitar course sequence with 1, 2, 3, and 4 appeared less confusing than the previous course titles. <b>M/S/U (E. MAKI, L. MILLER) to MODIFY MUSA 141</b> <b>M/S/U (E. MAKI, R. CRIPE) to MAINTAIN PLACEMENT of MUSA 141 on MJC ACTIVITIES</b></p>

**POLSC 165**

**Political Science Research Methods**

**3**

**CCCCO Proposal Type:** Non-Substantial

**Effective:** Summer 2018

**MODIFY:** Description, outcomes, objectives, content, typical assignments, methods of instruction, textbooks

**Rationale:** Course needs to be updated to more specifically demonstrate coverage of disciplinary fundamentals.

**Enrollment Restrictions:** (None)

**Distance Education Status:** (None)

**Materials Fee Status:** (None)

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

**C-ID Status:** Approved for: [\(C-ID POLS 160\)](#)

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

**Program Impact:**

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

**M/S/U (R. CRIPE, L. MILLER) to MODIFY POLSC 165**

**POLSC 165 pulled for discussion by B. Adams on behalf of M. Garcia** who commented that POLSC 165 had no advisories or prerequisites and recommended the advisory of ENGL 101, POLSC 101, or MATH 30. S. Miller noted that the faculty believe that this particular course will be mostly taken by political science majors who will be taking other POLSC courses in conjunction with or prior to taking POLSC 165. For this reason the POLSC faculty didn't request an advisory or prerequisite for POLSC 165. T. Guy mentioned that PSYCH 102 (also a research methods course) had course advisories and prerequisites. B. Adams noted the C-ID requisite requirements may be the contributing factor to the difference between POLSC 165 and PSYCH 102 requisite requests. A review of C-ID POLS 160 showed advisories only. It was noted that advisories do not have the same requirement as prerequisites and corequisites, and are not required to be included on the COR to obtain C-ID approval. It is left up to the faculty author(s) whether or not to include recommended advisories.

**M/S/U (R. CRIPE, E. MAKI) to MAINTAIN PLACEMENT of POLSC 165 on GE PATTERN (MJC-GE: B only)**

S. Miller explained that the POLSC faculty didn't express properly the intent in bring POLSC 165 before the Curriculum Committee. He noted that the POLSC faculty intended to request placement of POLSC 165 in the IGETC and CSU-GE Breadth. B. Adams explained that since the request for IGETC and CSU-GE Breadth was not on this agenda it would be in violation of the Brown Act to vote on it at this time. She noted that POLSC 165 would be included in the March 14, 2017 agenda with the request for IGETC and CSU-GE Breadth.

**PSYCH 102**

**Research Methods**

**3**

**CCCCO Proposal Type:** Non-Substantial

**Effective:** Summer 2018

**MODIFY:** Enrollment restrictions, textbooks

**Rationale:** Adding SOCIO 105 as an additional prerequisite option.

**Enrollment Restrictions:** Removing: (P) Satisfactory completion of PSYCH 101 and MATH 134; Requesting: (P) Satisfactory completion of PSYCH 101 and MATH 134 or qualification by the MJC assessment process or SOCIO 105; Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ENGL 101 or qualification by the MJC assessment process.

**Distance Education Status:** (None)

**Materials Fee Status:** (None)

**Articulation Status:** Transfers to CSU and UC; (CC PSYCH 15)

**C-ID Status:** Approved for: [\(C-ID PSY 200\)](#)

**General Education Status:** Requesting: (MJC-GE: B)

**Program Impact:**

- Anthropology AA-T Degree
- Psychology for Transfer AA-T Degree

**M/S/U (R. CRIPE, L. MILLER) to MODIFY PSYCH 102**

**M/S/U (R. CRIPE, S. CASSIDY) to MODIFY REQUISITES for PSYCH 102**

**M/S/U (R. CRIPE, E. MAKI) to REQUEST PLACEMENT of PSYCH 102 on GE PATTERN**

**SM 332****Sheet Metal and Installation 2****3****CCCCO Proposal Type:** Non-Substantial**Effective:** Summer 2018**MODIFY:** Content, typical assignments, methods of instruction, methods of evaluation, textbooks**Rationale:** Course is being updated for compliance.**Enrollment Restrictions:** Maintaining: (P) Satisfactory completion of SM 331.**Distance Education Status:** (None)**Materials Fee Status:** (None)**Articulation Status:** Not transferable**C-ID Status:** (None)**General Education Status:** (None)**Program Impact:**

- Welding A.S. Degree

**M/S/U (R. CRIPE, L. MILLER) to MODIFY SM 332****M/S/U (R. CRIPE, S. CASSIDY) to MAINTAIN REQUISITES for SM 332****TUTOR 800**

(Previously TUTOR 100)

**Introduction to General Tutoring****0 (Previously 1)****CCCCO Proposal Type:** Substantial**Effective:** Summer 2018 **Expedited!** (Requesting Fall 2017)**Rationale for Expedited Approval:** In order for students to repeat the course as needed, expedited approval is being requested.**MODIFY:** Number, units, hours, repeatability, SAM D code, course credit status code, transfer code**Rationale:** Change in course numbering and change from credit to non-credit.**Enrollment Restrictions:** Maintaining: (L) Enrollment limited to students selected as tutors for the Library & Learning Center.**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).

**TUTOR 800, TUTOR 811, and TUTOR 820 pulled as a block for discussion by L. Miller** who wanted to voice concern in creating a noncredit tutor training sequence.**The following concerns were raised opposing the non-credit tutoring sequence:**

- *What kind of students would take a tutor training class and would that student be interested in transferring?*
- *Does the higher rigor of such a course align with the spirit and developmental mission of noncredit instruction?*
- *Are noncredit instruction prerequisites appropriate at this time?*
- *Does this proposal serve as a transition point to credit instruction?*
- *How does a tutor training course prepare a student to succeed in college-level work?*
- *Doesn't the fact that the student is a tutor imply that the student has demonstrated a level of competency in the subject matter and suggests that the student is no longer at a developmental level?*
- *Is a tutor training program going to get students into gainful employment while "pursuing their long-term academic goals?"*
- *In using TOP Code: 0802.00 Educational Aide (Teacher Assistant) "Practices and techniques necessary for preparing individuals to provide services to students and parents under the direction of professional staff" are we prepared to conform with noncredit and CTE review and reporting requirements? There are currently 14 active noncredit courses and 122 credit courses listed under the TOP Code of Educational Aide in the CCC Curriculum Inventory.*

**The following counterpoints were made:**

- Students who are going to transfer in education would have already satisfied that area in any number of ways.
- Offering the noncredit tutoring sequence would allow us to have a stronger tutor training program with more flexibility.
- The tutor courses would be free and repeatable, allowing students to refresh themselves continually.
- In linking tutor training courses together, a noncredit Career Development and Career Preparation (CDCP) Tutor Certificate could be developed.
- Developing the courses as credit courses creates unnecessary barriers; tutors currently have to pay for fingerprinting and credit courses have strict requirements that require homework, resulting in a shortage of tutors.
- Noncredit course requirements are less rigorous and time consuming, focusing on basic skills that the students would need.
- With a noncredit course it is possible to create a program for purchasing the textbooks that would go along with the class.
- As more is learned about guided pathways, a number of wasted units students are taking to transfer have been discovered.

**Supplemental resources that were provided:**

- ASSIST Report: [Community Colleges](#) with "Tutoring" in their title
- ASSIST Report: ["TUTOR"](#) courses
- ASSIST Report: [UC and CSU](#) courses with "Tutor" in their title
- CCC Supplemental Learning Assistance and [Tutoring Regulations and Guidelines](#)
- [CCC Curriculum Inventory](#): Use search filter
- [PCAH 6<sup>th</sup> Edition Draft](#): Part 2: Non-Credit Curriculum (pages 72-77)

**M/S/C (S. CASSIDY, J. FORTE) to MODIFY TUTOR 800**

**13 AYES** (T. Akers-Porter, S. Berger, P. Brogan, S. Cassidy, R. Cripe, T. Guy, J. Haynes, C. Howard, C. Hudelson, J. Forte, E. Maki, N. Sill, L. Stephan)

**0 NAYS**

**1 ABSENTION** (L. Miller)

**M/S/U (R. CRIPE, S. CASSIDY) to MAINTAIN REQUISITES for TUTOR 800**

**M/S/U (R. CRIPE, P. BROGAN) to MAINTAIN DE for TUTOR 800**

**M/S/U (R. CRIPE, L. MILLER) to EXPEDITE MODIFICATIONS of TUTOR 800**

## TUTOR 811

### Tutoring for ELIC/ELW Students

0 (Previously 1)

(Previously TUTOR 115) **CCCCO Proposal Type:** Substantial

**Effective:** Summer 2018 **Expedited!** (Requesting Fall 2017)

**Rationale for Expedited Approval:** In order for students to repeat the course as needed, expedited approval is being requested.

**MODIFY:** Number, units, enrollment restrictions, hours, repeatability, grading policy, outcomes, objectives, content, textbooks, TOP Code, credit status code, Sam D code

**Rationale:** The course is being updated to remove the credit status. The dean has requested that all of the tutoring courses be offered as non-credit so that students may repeat as needed.

**Enrollment Restrictions:** **Removing:** (P) Satisfactory completion of ENGL 101 or qualification by the MJC assessment process; **Removing:** (C) Concurrent enrollment in or satisfactory completion of TUTOR 100; **Requesting:** (C) Concurrent enrollment in or satisfactory completion of TUTOR 800; **Requesting:** (L) Enrollment limited to students selected as tutors for the Library & Learning Center.

**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)

**TUTOR 800, TUTOR 811, and TUTOR 820 pulled as a block for discussion by L. Miller.** (See remarks on TUTOR 800)

**M/S/C (S. CASSIDY, J. FORTE) to MODIFY TUTOR 811**

**13 AYES** (T. Akers-Porter, S. Berger, P. Brogan, S. Cassidy, R. Cripe, T. Guy, J. Haynes, C. Howard, C. Hudelson, J. Forte, E. Maki, N. Sill, L. Stephan)

**0 NAYS**

**1 ABSENTION** (L. Miller)

**TUTOR 811 pulled for discussion by L. Miller** who quoted from the [PCAH 6<sup>th</sup> Edition Draft](#), Non-Credit Curriculum Section IV. Open Courses regarding enrollment restrictions. L. Miller noted her concerns regarding the prerequisite and limitation on enrollment. T. Akers-Porter quoted from Title 5, [Section 58106](#) (a) Limitations on Enrollment which was referred to in Section IV of the PCAH 6<sup>th</sup> Edition Draft. C. Hudelson recommended removing the prerequisite for TUTOR 811. Discussion ensued. Division representative and faculty author, S. Berger, requested that the prerequisite of "Satisfactory completion of ENGL 101 or qualification by the MJC assessment process" be removed from TUTOR 811.

**M/S/U (S. BERGER, C. HUDELSON) to MODIFY REQUISITES for TUTOR 811**

**M/S/U (R. CRIFE, L. MILLER) to EXPEDITE MODIFICATIONS of TUTOR 811**

## **NEW COURSES:**

### **CSCI 295**

#### **Internship in Computer Science Discussion**

1

**CCCCO Proposal Type:** New Credit Course

**Effective:** Upon CCCCCO approval

#### **ADOPT**

**Rationale:** To accommodate students who are working in the computer science field.

**Enrollment Restrictions:** Requesting: (C) Concurrent enrollment in CSCI 296ABC.

**Distance Education Status:** Requesting: Mixed modalities/hybrid

**Materials Fee Status:** (None)

**Articulation Status:** Requesting: 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).

**CSCI 295 pulled for discussion by B. Adams on behalf of M. Garcia** who recommended adding comparable courses using ASSIST. B. Adams will work with CSCI faculty, B. Wedge, to add an ASSIST report to the attached files checklist in CurricUNET.

**M/S/U (C. HUDELSON, R. CRIPE) to ADOPT CSCI 295** contingent upon adding the ASSIST report to the attached files for CSCI 295.

**M/S/U (R. CRIPE, S. CASSIDY) to ADOPT REQUISITES for CSCI 295**

**CSCI 295 pulled for discussion by B. Adams** who questioned the Distance Education (DE) statement on how the mixed modalities/hybrid meets the Course Learning Outcomes. With the approval of the CSCI faculty the DE statement was modified at the meeting to read "The reflective experience of the journal or other assignments will enable students to discuss with others and demonstrate their awareness of employment skills necessary for success in the workforce."

**M/S/U (R. CRIPE, T. AKERS-PORTER) to ADOPT DE for CSCI 295**

### **CSCI 296ABC**

#### **Internship in Computer Science**

1-3

**CCCCO Proposal Type:** New Credit Course

**Effective:** Upon CCCCCO approval

#### **ADOPT**

**Rationale:** Proposing new course for students benefit to gain units for work experience.

**Enrollment Restrictions:** Requesting: (C) Concurrent enrollment in CSCI 295.

**Distance Education Status:** (None)

**Materials Fee Status:** (None)

**Articulation Status:** Requesting: 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).

**CSCI 296ABC pulled for discussion by B. Adams on behalf of M. Garcia** who commented on the Methods of Instruction (MOI) – place students in an internship?, textbooks, and lab objectives. MOI items #1 and #2 were edited at the meeting to read "Guidance of students through an internship within an organization" and "Facilitated reflection on the take-home assignment". B. Adams presumed that M. Garcia would recommend that a textbook be added to the Texts and Other Readings section along with [www.pluralsight.com](http://www.pluralsight.com). Likewise, the addition of at least one more lab objective was recommended.

**M/S/U (C. HUDELSON, L. MILLER) to ADOPT CSCI 296ABC**

**M/S/U (R. CRIPE, S. CASSIDY) to ADOPT REQUISITES for CSCI 296ABC**



**Academic Support for Composition****CCCCO Proposal Type:** New Credit Course**Effective:** Upon CCCCCO approval **Expedited!** (Requesting Fall 2017)**Rationale for Expedited Approval:** ENGL 33 has been developed in case articulation with CSU and UC falls through on ENGL 100. ENGL 100 is scheduled to begin Fall 2017.**ADOPT****Rationale:** ENGL 33 will allow more students who placed into ENGL 50 to fulfill their transfer-level requirement quicker. It will reduce the time by one semester (rather than two). Moreover, the reduction of exit points will increase the odds of a student completing their transfer-level requirement in a timely fashion.**Enrollment Restrictions:** Requesting: (P) Satisfactory completion of ENGL 45 or ENGL 49 or qualification by the MJC assessment process; Requesting: (C) Concurrent enrollment in ENGL 101 or qualification by the MJC assessment process.**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).

**ENGL 33 pulled for discussion by B. Adams on behalf of M. Garcia** who noted that *Methods of Evaluation (MOE) item #4 needed to be matched to an objective. With the approval of the division representative, MOE, item #4 "Participation in class discussion and group work" was matched to Objective, item #1 "Apply critical reading skills to the analysis of expository college-level texts from diverse cultural sources and perspectives".***M/S/U (S. BERGER, R. CRIPE) to ADOPT ENGL 33****ENGL 33 pulled for discussion by T. Guy** who questioned the corequisite request of ENGL 101 for ENGL 33. L. Miller noted for clarification that the corequisite of ENGL 101 is a "one way" requisite where students that enroll in ENGL 33 are required to be co-enrolled in ENGL 101, on the other hand, ENGL 101 students are not required to enroll in ENGL 33. S. Circle noted that ENGL 33 is being proposed in the event that the California State Universities (CSU) and/or the Universities of California (UC) deny the request for CSU and UC breadth for ENGL 100. S. Circle emphasized that the corequisite model (ENGL 33) of ENGL 100 is typical on how colleges across the country have created this accelerated course through a corequisite. B. Adams questioned what is planned for ENGL 33 once ENGL 100 is approved for breadth. S. Circle observed that when ENGL 100 is approved for CSU and UC breadth then consequently, ENGL 33 would then be inactivated.**M/S/U (E. MAKI, T. AKERS-PORTER) to ADOPT REQUISITES for ENGL 33** contingent on ENGL 100 not getting approved for CSU-GE breadth**M/S/U (R. CRIPE, L. MILLER) to EXPEDITE ADOPTION of ENGL 33**

## TUTOR 820

### Introduction to Tutoring Mathematics

0

**CCCCO Proposal Type:** New Noncredit Course

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

**Rationale for Expedited Approval:** Asking for expedited approval to ensure adequate Tutor training to advance student success.

#### **ADOPT**

**Rationale:** We are creating TUTOR 820 in order to systematically train all math tutors (per State requirements) who serve the students seeking help in mathematics in the Learning Centers.

**Enrollment Restrictions:** ~~Requesting: (P) Satisfactory completion of MATH 29 or MATH 30 or qualification by the MJC assessment process.~~ **Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete MATH 29 or satisfactorily complete MATH 30 or qualification by the MJC assessment process.**

**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).

**TUTOR 800, TUTOR 811, and TUTOR 820 pulled as a block for discussion by L. Miller.** (See remarks on TUTOR 800)

**M/S/C (S. CASSIDY, J. FORTE) to ADOPT TUTOR 820**

**13 AYES** (T. Akers-Porter, S. Berger, P. Brogan, S. Cassidy, R. Cripe, T. Guy, J. Haynes, C. Howard, C. Hudelson, J. Forte, E. Maki, N. Sill, L. Stephan)

**0 NAYS**

**1 ABSENTION** (L. Miller)

**TUTOR 820 pulled for discussion by B. Adams on behalf of M. Garcia** who commented that a Limitation on Enrollment (LOE) should be requested for TUTOR 820. Discussion continued (see comments on requisites for TUTOR 811) on issues, repercussions, and interpretation of state regulations in regard to prerequisites, advisories, and LOEs for noncredit courses. T. Akers-Porter noted the objectives of the course content for TUTOR 820 as well as the student population in which the course is intended. T. Guy recommended changing the prerequisite to an advisory which was approved by the division representative.

**M/S/U (T. GUY, C. HUDELSON) to ADOPT REQUISITES for TUTOR 820**

**M/S/U (R. CRIPE, L. MILLER) to EXPEDITE ADOPTION of TUTOR 820**

## DE (Distance Education) Only Proposals

### PSYCH 111

#### Psychology of Gender

3

**Effective:** Summer 2017 **Expedited!**

**Rationale for Expedited Approval:** The Curriculum Committee procedure is to approve DE Only proposals with an immediate effective date (procedure approved March 3, 2015).

**MODIFY:** DE modalities only

**Rationale:** To obtain distance education approval effective summer 2017.

**Distance Education Status:** Requesting: Online

#### **Program Impact:**

- CSU General Education Pattern Certificate of Achievement
- General Studies, Emphasis in Social and Behavioral Sciences A.A. Degree
- IGETC Pattern Certificate of Achievement
- MJC-GE Pattern
- Psychology AA-T Degree

**M/S/U (R. CRIPE, P. BROGAN) to ADOPT DE for PSYCH 111**

**M/S/U (R. CRIPE, L. MILLER) to EXPEDITE DE MODALITIES for PSYCH 111**

**SOCIO 101**

**Introduction to Sociology**

3

**Effective:** Summer 2017 **Expedited!**

**Rationale for Expedited Approval:** The Curriculum Committee procedure is to approve DE Only proposals with an immediate effective date (procedure approved March 3, 2015).

**MODIFY:** DE modalities only

**Rationale:** We want to add hybrid modality for this course.

**Distance Education Status:** Maintaining: Online; Requesting: mixed modalities/hybrid

**Program Impact:**

- Administration of Justice AS-T Degree
- CSU General Education Pattern Certificate of Achievement
- General Studies, Emphasis in Social and Behavioral Sciences A.A. Degree
- Human Services A.A. Degree \*New Program\*
- IGETC Pattern Certificate of Achievement
- MJC-GE Pattern
- Nursing: Associate Degree Nursing Program (RN) A.S. Degree
- Nursing: LVN to ADN (RN) Advanced Placement Pathway A.S. Degree
- Sociology AA-T Degree

**M/S/U (R. CRIPE, P. BROGAN) to ADOPT DE for SOCIO 101**

**M/S/U (R. CRIPE, L. MILLER) to EXPEDITE DE MODALITIES for SOCIO 101**

**VI. PROGRAM NOTIFICATION AGENDA**

**Program Activity**

(None)

**CCCCO Program Approvals: New/Substantial Change**

- Agriculture Animal Science A.S.-T Degree (35538)
- Agriculture Business A.S.-T. Degree (35537)
- Agriculture Plant Science A.S.-T Degree (35541)

**Regional Consortium CTE Program Approvals: New/Substantial Change**

(None)

**ACCJC Program Approvals: New/Substantial Change**

(None)

**ACCJC DE Substantive Change Proposal Needed**

(None)

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

(None)

## VII. PROGRAM CONSENT AGENDA

### **MODIFY:**

#### **COMMUNICATION STUDIES PROGRAM**

**A.A.-T Degree: Communication Studies**

18

**Effective:** Upon CCCC Approval

**MODIFY:** List B, list C

**Rationale:** Program revision was approved by the Curriculum Committee on October 11, 2016 and sent to the BOT and CCCC for approval. The CCCC sent the award back with a revision request that COMM 133 be moved from List B if articulation by major cannot be provided. Articulation by major is in process but may take some time before approval is in. In the meantime, the template was revised to reflect COMM 133 in List C instead of List B and the ADT was sent back to the CCCC for final approval. This information is here for purpose of the record.

**M/S/U (R. CRIFE, L. MILLER) to MODIFY A.A.-T DEGREE: COMMUNICATION STUDIES**

## VIII. PROGRAM DISCUSSION AGENDA

### Application for Approval - New Credit Programs - Requires CCCC and ACCJC Approval

(Formerly the CCC-501)

(None)

### Substantial Changes to an Approved Credit Program – Requires CCCC and ACCJC Approval

(Formerly the CCC-510)

(None)

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

### **MODIFICATIONS:**

UNITS

(None)

### **INACTIVATIONS:**

### **INACTIVATE:**

#### **SPANISH PROGRAM**

**A.A. Degree: Spanish**

20

**Effective:** Summer 2017 **Expedited!**

**Rationale for Expedited Approval:** Asking for expedited approval to ensure that program is removed from 2017-2018 catalog.

#### **INACTIVATE**

**Rationale:** We are not offering both literature courses and have been funneling students to the AAT so that they can complete their degree in a timely manner.

**M/S/U (R. CRIFE, L. MILLER) to INACTIVATE A.A. DEGREE: SPANISH**

**M/S/U (L. MILLER, T. AKERS-PORTER) to EXPEDITE INACTIVATION of A.A. DEGREE: SPANISH**

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

(None)

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

(None)

## **IX. STANDING REPORTS**

1. [Articulation: C-ID Newsletter \(Dec.\)](#) **L. Miller**  
L. Miller noted the linked articulation report that could be read at the committee's convenience.
2. **Adult Education** **P. Mendez**  
No Report
3. **Academic Senate Report** **S. Circle**  
No Report

## **X. UNFINISHED BUSINESS**

### **Action Items**

1. **Curriculum Review Process** **B. Adams**  
B. Adams noted that she would be meeting with J. Daly and J. Todd tomorrow (March 1, 2017) to discuss possible criteria needed to bring a process before the committee.
2. [MJC Certificate & Degree Publications](#) (Postponed indefinitely) **L. Miller**
3. [Comparable Courses Workgroup](#) **L. Miller**  
L. Miller noted that the Comparable Courses workgroup is scheduled to meet on March 7, 2017, 3:30-5:00 p.m. in the Student Service Building, room 127.

### **Informational Items**

1. [Accreditation](#) **N. Sill**
  - [How to submit your Feedback, Accreditation Resources, and Training](#)N. Sill encouraged the committee to read Standard IIA of the report and forward their feedback to her. N. Sill mentioned she would receive feedback in the form of hand written notes or emails and noted that the writing team is still in the process of refining the draft.

## **XI. NEW BUSINESS**

### **Action Items**

(None)

### **Informational Items**

(None)

## **XII. PUBLIC COMMENT**

***M/S/U (E. MAKI, R. CRIPE) to adjourn at 5:00 PM***