
Members Absent: K. Aguilar, H. Duarte, C. Redwing (Co-chair), A. Saleh, B. Salerno, N. Sill (Deans’ Cabinet Representative)

Others Present: K. Addington (Administrative Technician), P. Bettencourt (Dean of Instruction and Student Learning), R. Campbell (Instruction), L. DeFreitas (Allied Health), M. Morales (Plant Science), M. Smedshammer (Distance Education Coordinator)

I. APPROVAL OF ORDER OF AGENDA

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

II. APPROVAL OF MINUTES

Hearing no objections, the minutes of March 26, 2019 were approved as stated.

III. COURSE NOTIFICATION AGENDA

CCCOO Course Approvals

(None)

Course Activity Report

(None)

C-ID Approvals (C-ID Website)

(None)

Columbia College Course Equivalencies

Equivalency Established

(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.

ECON 101  Principles of Macroeconomics  3
CCCOr Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Prerequisite, advisory
Rationale: At the March 26, 2019 Curriculum Committee meeting T. Akers-Porter recommended replacing the prerequisite of MATH 30 with MATH 929 and the advisory of MATH 90 with MATH 89 which was approved by the committee as a friendly amendment. This information is here for the purpose of the record.
Enrollment Restrictions: Removing: (P) Satisfactory completion of MATH 29 or MATH 30 or qualification by the MJC assessment process; Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete MATH 90 or qualification by the MJC assessment process; Requesting: (P) Satisfactory completion of MATH 29 or MATH 929 or qualification by the MJC assessment process; Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete MATH 89 or qualification by the MJC assessment process.

ECON 102  Principles of Microeconomics  3
CCCOr Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Prerequisite, advisory
Rationale: At the March 26, 2019 Curriculum Committee meeting T. Akers-Porter recommended replacing the prerequisite of MATH 30 with MATH 929 and the advisory of MATH 90 with MATH 89 which was approved by the committee as a friendly amendment. This information is here for the purpose of the record.
Enrollment Restrictions: Removing: (P) Satisfactory completion of MATH 29 or MATH 30 or qualification by the MJC assessment process; Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete MATH 90 or qualification by the MJC assessment process; Requesting: (P) Satisfactory completion of MATH 29 or MATH 929 or qualification by the MJC assessment process; Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete MATH 89 or qualification by the MJC assessment process.

V. COURSE DISCUSSION AGENDA

MODIFICATIONS/REACTIVATIONS; INACTIVATIONS; ADOPTIONS:  UNIT(S)

AGGE 145  Parliamentary Procedure  1
CCCOr Proposal Type: Inactivation
Effective: Summer 2020
INACTIVATE
Rationale: Course is being inactivated as it is no longer being offered.
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 (R. CRIPTE, P. MENDEZ) to INACTIVATE AGGE 145
ANTHR 101

Biological Anthropology
CCCOC Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Methods of instruction, textbooks
Rationale: Course update for periodic review.
Enrollment Restrictions: (None)
Distance Education Status: Maintaining: Mixed modalities/hybrid, online
Materials Fee Status: (None)
Articulation Status: Transfers to CSU and UC; (CC ANTHR 1)
C-ID Status: Approved for: (C-ID ANTH 110)
General Education Status: Approved for: (MJC-GE: A, B), (CSU-GE: B2, D1), (IGETC: 4A, 5B)
Program Impact:
- Anthropology AA-T Degree
- CSU General Education Pattern Certificate of Achievement
- General Studies, Emphasis in Natural Sciences A.A. Degree
- General Studies, Emphasis in Social and Behavioral Sciences A.A. Degree
- IGETC Pattern Certificate of Achievement
- MJC-GE Pattern

M/S/U (R. CRIPE, P. MENDEZ) to MODIFY ANTHR 101
M/S/U (T. AKERS-PORTER, L. SENECHAL) to MAINTAIN DE for ANTHR 101
M/S/U (L. SENECHAL, T. AKERS-PORTER) to MAINTAIN PLACEMENT of ANTHR 101 on GE PATTERN(S)

ANTHR 105

Biological Anthropology Laboratory
CCCOC Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Methods of instruction, textbooks
Rationale: Course is being updated for 5-year periodic review.
Enrollment Restrictions: Maintaining: (C) Concurrent enrollment in or satisfactory completion of ANTHR 101.
Distance Education Status: (None)
Materials Fee Status: (None)
Articulation Status: Transfers to CSU and UC
C-ID Status: Approved for (C-ID ANTH 115L)
General Education Status: Approved for: (MJC-GE: A), (CSU-GE: B3), (IGETC: 5C)
Program Impact:
- Anthropology AA-T Degree
- CSU General Education Pattern Certificate of Achievement
- General Studies, Emphasis in Natural Sciences A.A. Degree
- General Studies, Emphasis in Social and Behavioral Sciences A.A. Degree
- IGETC Pattern Certificate of Achievement
- MJC-GE Pattern

M/S/U (R. CRIPE, P. MENDEZ) to MODIFY ANTHR 105
M/S/U (J. FORTE, K. BUTLER) to MAINTAIN REQUISITES for ANTHR 105
M/S/U (L. SENECHAL, T. AKERS-PORTER) to MAINTAIN PLACEMENT of ANTHR 105 on GE PATTERN(S)
<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Proposal Type</th>
<th>Effective</th>
<th>MODIFY:</th>
<th>Rationale</th>
<th>Enrollment Restrictions</th>
<th>Distance Education Status</th>
<th>Materials Fee Status</th>
<th>Articulation Status</th>
<th>C-ID Status</th>
<th>General Education Status</th>
<th>Program Impact</th>
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<tbody>
<tr>
<td>ANTHR 110</td>
<td>Biological Anthropology with Laboratory</td>
<td>Non-Substantial</td>
<td>Summer 2020</td>
<td>Outcomes, textbooks</td>
<td>Course update for periodic review.</td>
<td>(None)</td>
<td>Maintaining: Mixed modalities/hybrid</td>
<td>(None)</td>
<td>Transfers to CSU and UC</td>
<td>Approved for: (C-ID ANTH 110)</td>
<td>Approved for: (MJC-GE: A), (CSU-GE: B2, B3); Pending Approval: (IGETC: 5B, 5C)</td>
<td>Anthrology AA-T Degree, CSU General Education Pattern Certificate of Achievement, MJC-GE Pattern</td>
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<tr>
<td>AUTEC 311</td>
<td>Basic Automotive Systems</td>
<td>Non-Substantial</td>
<td>Summer 2020</td>
<td>Materials fee, content, methods of instruction, textbooks</td>
<td>Periodic review to maintain compliance.</td>
<td>(None)</td>
<td>(None)</td>
<td>Increasing fee from $27.00 to $35.64</td>
<td>Not transferable</td>
<td>Requesting: (C-ID AUTO 110X)</td>
<td>(None)</td>
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</tbody>
</table>

During blanket approval, T. Guy asked for clarification on the status of “pending” for IGETC. L. Senechal explained that this course was submitted for IGETC statewide review, but has not yet been approved. The course was only recently adopted by the committee. She explained that IGETC requests can take a long time, as the courses must first garner UC TCA or Transfer Course Agreement (elective unit transfer) approval prior to being eligible for IGETC review. This two-step process can cause IGETC approval decisions to be delayed by up to 1½ years from the date of local approval.
AUTEC 315  
A1: Engine Repair  
CCCCO Proposal Type: Non-Substantial  
Effective: Summer 2020  
MODIFY: Materials fee, textbooks  
Rationale: Periodic review to maintain compliance.  
Enrollment Restrictions: Maintaining: (P) Satisfactory completion of AUTEC 311.  
Distance Education Status: (None)  
Materials Fee Status: Increasing fee from $27.00 to $35.64  
Articulation Status: Not transferable  
C-ID Status: (None)  
General Education Status: (None)  
Program Impact:  
- Automotive Engines and Transmissions Certificate of Achievement  
- Automotive Service Certificate of Achievement  
M/S/U (R. CRIPE, P. MENDEZ) to MODIFY AUTEC 315  
M/S/U (J. FORTE, K. BUTLER) to MAINTAIN REQUISITES for AUTEC 315  
M/S/U (R. CRIPE, J. BEEBE) to INCREASE FEE for AUTEC 315

AUTEC 317  
A7: Automotive Heating & Air Conditioning  
CCCCO Proposal Type: Non-Substantial  
Effective: Summer 2020  
MODIFY: Title, materials fee, description, content, textbooks  
Rationale: Periodic review to maintain compliance.  
Enrollment Restrictions: Maintaining: (P) Satisfactory completion of AUTEC 311 or AGM 241.  
Distance Education Status: (None)  
Materials Fee Status: Increasing fee from $32.00 to $45.59  
Articulation Status: Not transferable  
C-ID Status: Requesting: (C-ID AUTO 170X)  
General Education Status: (None)  
Program Impact:  
- Automotive Service Certificate of Achievement  
- Automotive Technician A.S. Degree  
M/S/U (R. CRIPE, P. MENDEZ) to MODIFY AUTEC 317  
M/S/U (J. FORTE, K. BUTLER) to MAINTAIN REQUISITES for AUTEC 317  
M/S/U (R. CRIPE, J. BEEBE) to INCREASE FEE for AUTEC 317

AUTEC 319  
A8: Engine Performance  
CCCCO Proposal Type: Non-Substantial  
Effective: Summer 2020  
MODIFY: Content, methods of instruction, textbooks  
Rationale: Periodic review to maintain compliance.  
Enrollment Restrictions: Maintaining: (P) Satisfactory completion of AUTEC 368; Maintaining: (C) Concurrent enrollment in or satisfactory completion of AUTEC 369.  
Distance Education Status: (None)  
Materials Fee Status: Maintaining fee of $20.00  
Articulation Status: Not transferable  
C-ID Status: (None)  
General Education Status: (None)  
Program Impact:  
- Automotive Diagnosis Certificate of Achievement  
- Automotive Technician A.S. Degree  
M/S/U (R. CRIPE, P. MENDEZ) to MODIFY AUTEC 319  
M/S/U (J. FORTE, K. BUTLER) to MAINTAIN REQUISITES for AUTEC 319  
M/S/U (R. CRIPE, J. BEEBE) to MAINTAIN FEE for AUTEC 319
AUTEC 320  
L1: Advanced Engine Performance  
CCCGO Proposal Type: Non-Substantial  
Effective: Summer 2020  
**MODIFY:** Materials fee, methods of instruction, textbooks  
**Rationale:** Periodic review to maintain compliance.  
**Enrollment Restrictions:** Maintaining: (P) Satisfactory completion of AUTEC 319.  
**Distance Education Status:** (None)  
**Materials Fee Status:** Increasing fee from $30.00 to $46.18  
**Articulation Status:** Not transferable  
**C-ID Status:** (None)  
**General Education Status:** (None)  
**Program Impact:**  
- Automotive Diagnosis Certificate of Achievement  
- Automotive Technician A.S. Degree  

M/S/U (R. CRIPE, P. MENDEZ) to MODIFY AUTEC 320  
M/S/U (J. FORTE, K. BUTLER) to MAINTAIN REQUISITES for AUTEC 320  
M/S/U (R. CRIPE, J. BEEBE) to INCREASE FEE for AUTEC 320

AUTEC 321  
A5: Brake Systems  
CCCGO Proposal Type: Non-Substantial  
Effective: Summer 2020  
**MODIFY:** Title, materials fee, description, methods of instruction, textbooks  
**Rationale:** Periodic review to maintain compliance.  
**Enrollment Restrictions:** Maintaining: (P) Satisfactory completion of AUTEC 311.  
**Distance Education Status:** (None)  
**Materials Fee Status:** Decreasing fee from $40.00 to $37.70  
**Articulation Status:** Not transferable  
**C-ID Status:** Requesting: (C-ID AUTO 150X)  
**General Education Status:** (None)  
**Program Impact:**  
- Autobody/Refinishing A.S. Degree  
- Automotive Brakes and Suspension Certificate of Achievement  
- Automotive Service Certificate of Achievement  
- Automotive Technician A.S. Degree  

M/S/U (R. CRIPE, P. MENDEZ) to MODIFY AUTEC 321  
M/S/U (J. FORTE, K. BUTLER) to MAINTAIN REQUISITES for AUTEC 321  
M/S/U (R. CRIPE, J. BEEBE) to DECREASE FEE for AUTEC 321
AUTEC 322
A4: Steering, Suspension and Alignment 3.5
CCCO Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Materials fee, methods of instruction, textbooks
Rationale: Periodic review to maintain compliance.
Enrollment Restrictions: Maintaining: (P) Satisfactory completion of AUTEC 311.
Distance Education Status: (None)
Materials Fee Status: Increasing fee from $25.00 to $28.06
Articulation Status: Not transferable
C-ID Status: Requesting: (C-ID AUTO 140X)
General Education Status: (None)
Program Impact:
- Autobody/Refinishing A.S. Degree
- Automotive Brakes and Suspension Certificate of Achievement
- Automotive Service Certificate of Achievement
- Automotive Technician A.S. Degree
M/S/U (R. CRipe, P. MENDEZ) to MODIFY AUTEC 322
M/S/U (J. FORTE, K. BUTLER) to MAINTAIN REQUISITES for AUTEC 322
M/S/U (R. CRipe, J. BEEBE) to INCREASE FEE for AUTEC 322

AUTEC 323
A2: Automatic Transmission & Transaxles 3.5
CCCO Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Field trips, materials fee, description, methods of instruction, textbooks
Rationale: Periodic review to maintain compliance.
Enrollment Restrictions: Maintaining: (P) Satisfactory completion of AUTEC 311.
Distance Education Status: (None)
Materials Fee Status: Increasing fee from $20.00 to $37.76
Articulation Status: Not transferable
C-ID Status: Requesting: (C-ID AUTO 120X)
General Education Status: (None)
Program Impact:
- Automotive Engines and Transmissions Certificate of Achievement
- Automotive Service Certificate of Achievement
M/S/U (R. CRipe, P. MENDEZ) to MODIFY AUTEC 323
M/S/U (J. FORTE, K. BUTLER) to MAINTAIN REQUISITES for AUTEC 323
M/S/U (R. CRipe, J. BEEBE) to INCREASE FEE for AUTEC 323

AUTEC 324
A3: Manual Transmissions & Drive Axles 3.5
CCCO Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Methods of instruction, textbooks
Rationale: Periodic review to maintain compliance.
Enrollment Restrictions: Maintaining: (P) Satisfactory completion of AUTEC 311.
Distance Education Status: (None)
Materials Fee Status: Maintaining fee of $25.00
Articulation Status: Not transferable
C-ID Status: Requesting: (C-ID AUTO 130X)
General Education Status: (None)
Program Impact:
- Automotive Engines and Transmissions Certificate of Achievement
- Automotive Service Certificate of Achievement
M/S/U (R. CRipe, P. MENDEZ) to MODIFY AUTEC 324
M/S/U (J. FORTE, K. BUTLER) to MAINTAIN REQUISITES for AUTEC 324
M/S/U (R. CRipe, J. BEEBE) to MAINTAIN FEE for AUTEC 324
AUTEC 368  
A6: Automotive Electricity/Electronic Systems 1  
CCCCO Proposal Type: Non-Substantial  
Effective: Summer 2020  
**MODIFY**: Materials fee, methods of evaluation, textbooks  
Rationale: Periodic review to maintain compliance.  
Enrollment Restrictions: Maintaining: (C) Concurrent enrollment in or satisfactory completion of AUTEC 311.  
Distance Education Status: (None)  
Materials Fee Status: Increasing fee from $43.66 to $62.13  
Articulation Status: Not transferable  
C-ID Status: (None)  
General Education Status: (None)  
Program Impact:  
- Automotive Brakes and Suspension Certificate of Achievement  
- Automotive Diagnosis Certificate of Achievement  
- Automotive Engines and Transmissions Certificate of Achievement  
- Automotive Service Certificate of Achievement  
- Automotive Technician A.S. Degree  
**M/S/U (R. CRIPÉ, P. MENDEZ)** to **MODIFY AUTEC 368**  
**M/S/U (J. FORTE, K. BUTLER)** to **MAINTAIN REQUISITES for AUTEC 368**  
**M/S/U (R. CRIPÉ, J. BEEBE)** to **INCREASE FEE for AUTEC 368**

AUTEC 369  
A6: Automotive Electricity 2  
CCCCO Proposal Type: Non-Substantial  
Effective: Summer 2020  
**MODIFY**: Materials fee, content, textbooks  
Rationale: Periodic review to maintain compliance.  
Enrollment Restrictions: Maintaining: (P) Satisfactory completion of AUTEC 368.  
Distance Education Status: (None)  
Materials Fee Status: Increasing fee from $30.00 to $35.00  
Articulation Status: Not transferable  
C-ID Status: (None)  
General Education Status: (None)  
Program Impact:  
- Automotive Diagnosis Certificate of Achievement  
- Automotive Service Certificate of Achievement  
- Automotive Technician A.S. Degree  
**M/S/U (R. CRIPÉ, P. MENDEZ)** to **MODIFY AUTEC 369**  
**M/S/U (J. FORTE, K. BUTLER)** to **MAINTAIN REQUISITES for AUTEC 369**  
**M/S/U (R. CRIPÉ, J. BEEBE)** to **INCREASE FEE for AUTEC 369**
AUTEC 373
Clean Air Car Course
CCCCO Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Materials fee, description, textbooks
Rationale: Periodic review to maintain compliance.
Enrollment Restrictions: Maintaining: (P) Satisfactory completion of AUTEC 320; Maintaining: (A)
Before enrolling in this course, students are strongly advised to contact the instructor teaching the class.
Distance Education Status: (None)
Materials Fee Status: Removing fee of $10.00
Articulation Status: Not transferable
C-ID Status: (None)
General Education Status: (None)
Program Impact:
- Automotive Diagnosis Certificate of Achievement
  M/S/U (R. CRIPE, P. MENDEZ) to MODIFY AUTEC 373
  M/S/U (J. FORTE, K. BUTLER) to MAINTAIN REQUISITES for AUTEC 373
  M/S/U (R. CRIPE, J. BEEBE) to REMOVE FEE for AUTEC 373

BUSAD 364
Quality Management
CCCCO Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Title, advisory, description, outcomes, objectives, content, typical assignments, methods of
instruction, methods of evaluation, textbooks, requisite skills
Rationale: Course updated to remove SUPR 351 from course advisory as SUPR 351 was inactivated
summer 2018.
Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised
to satisfactorily complete SUPR 351 or satisfactorily complete BUSAD 240; Requesting: (A) Before
enrolling in this course, students are strongly advised to satisfactorily complete BUSAD 240 or BUSAD
351.
Distance Education Status: Maintaining: Mixed modalities/hybrid, online
Materials Fee Status: (None)
Articulation Status: Not transferable
C-ID Status: (None)
General Education Status: (None)
Program Impact:
- Business Operations Management A.S. Degree
- Supervisory Management A.S. Degree
- Supervisory Management Certificate of Achievement
  M/S/U (R. CRIPE, P. MENDEZ) to MODIFY BUSAD 364
  M/S/U (J. FORTE, K. BUTLER) to MODIFY REQUISITES for BUSAD 364
  M/S/U (T. AKERS-PORTER, L. SENECHAL) to MAINTAIN DE for BUSAD 364
**CLDDV 125**  
*Infant and Toddler Development and Care*  
**CCCCO Proposal Type:** Non-Substantial  
**Effective:** Summer 2020  
**MODIFY:** DE modalities, content, typical assignments, methods of evaluation, textbooks  
**Rationale:** Course update for periodic review.  
**Enrollment Restrictions:** Maintaining: (P) Satisfactory completion of CLDDV 103; Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete an MJC English composition course or the equivalent, or to exhibit proficiency in college-level essay writing skills.  
**Distance Education Status:** Maintaining: Mixed modalities/hybrid, online; Removing: Telecourse  
**Materials Fee Status:** (None)  
**Articulation Status:** Transfers to CSU; (CC CHILD 42)  
**C-ID Status:** (None)  
**General Education Status:** (None)  
**Program Impact:**  
- Child Development A.S. Degree  
- Early Interventionist Certificate of Achievement  
- Master Teacher Certificate of Achievement  
- Site Supervisor Certificate of Achievement  
- Teacher Certificate of Achievement  

*M/S/U (R. CRIPPE, P. MENDEZ) to MODIFY CLDDV 125*  
*M/S/U (J. FORTE, K. BUTLER) to MAINTAIN REQUISITES for CLDDV 125*  
*M/S/U (T. AKERS-PORTER, L. SENECHAL) to MODIFY DE for CLDDV 125*

**CLDDV 262**  
*Diversity in Educational Settings*  
**CCCCO Proposal Type:** Non-Substantial  
**Effective:** Summer 2020  
**MODIFY:** Prerequisite, description, outcomes, typical assignments, methods of evaluation, textbooks, requisite skills  
**Rationale:** Course update for periodic review.  
**Enrollment Restrictions:** Removing: (P) Satisfactory completion of CLDDV 103; Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete an MJC English composition course or the equivalent, or to exhibit proficiency in college-level essay writing skills.  
**Distance Education Status:** Maintaining: Mixed modalities/hybrid, online  
**Materials Fee Status:** (None)  
**Articulation Status:** Transfers to CSU; (CC CHILD 36)  
**C-ID Status:** Approved for: *(C-ID ECE 230)*  
**General Education Status:** Approved for: *(MJC-GE: B), (CSU-GE: D7)*  
**Program Impact:**  
- CSU General Education Pattern Certificate of Achievement  
- Child Development A.S. Degree  
- Early Childhood Education AS-T Degree  
- Ethnic Studies Skills Recognition Award  
- General Studies, Emphasis in Social and Behavioral Sciences A.A. Degree  
- MJC-GE Pattern  
- Master Teacher Certificate of Achievement  
- Site Supervisor Certificate of Achievement  
- Teacher Certificate of Achievement  

*M/S/U (R. CRIPPE, P. MENDEZ) to MODIFY CLDDV 262*  
*M/S/U (J. FORTE, K. BUTLER) to MODIFY REQUISITES for CLDDV 262*  
*M/S/U (T. AKERS-PORTER, L. SENECHAL) to MAINTAIN DE for CLDDV 262*
**ENGL 100**

**Intensive Reading, Writing, and Reasoning**

**CCCSO Proposal Type:** Non-Substantial

**Effective:** Summer 2020

**MODIFY:** Description, outcomes, content, methods of instruction, textbooks

**Rationale:** Course update for 5-Year Periodic Review.

**Enrollment Restrictions:** Maintaining: (P) Satisfactory completion of ENGL 45 or qualification by the MJC assessment process.

**Distance Education Status:** (None)

**Materials Fee Status:** (None)

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

**C-ID Status:** Approved for: (C-ID ENGL 100)

**General Education Status:** Approved for: (MJC-GE: D1), (CSU-GE: A2), (IGETC: 1A)

**Program Impact:**
- CSU General Education Pattern Certificate of Achievement
- IGETC Pattern Certificate of Achievement
- MJC-GE Pattern
- Nursing (RN) A.S. Degree
- Nursing: LVN to ADN (RN) Advanced Placement Pathway A.S. Degree
- Respiratory Care A.S. Degree

**ENGL 100 and ENGL 101 pulled as a block for discussion by C. Hudelson** who questioned if term papers were required in ENGL 100 and ENGL 101, noting that Social Science majors were required to complete term papers in their upper division courses. C. Howard mentioned that these courses require a minimum of 8,000 words of edited formal writings and at least 6,000 of those words must be in academic papers in which a thesis is developed. C. Howard noted that these courses also require 2,000-3,000 of those words to be research-driven writings using current MLA conventions of documentation. C. Howard continued that students are typically assigned between four and six papers per term, and they typically take each assigned paper through two or three drafts before turning it in for a grade. C. Howard noted that although the wording of “term paper” was not formally used nor a “page count” requirement stated, it was typically understood that the courses’ writing assignments satisfied the requirement of a term paper.

**M/S/U (S. BERGER, C. HUDELSON) to MODIFY ENGL 100**

**M/S/U (J. FORTE, K. BUTLER) to MAINTAIN REQUISITES for ENGL 100**

**M/S/U (L. SENECHAL, T. AKERS-PORTER) to MAINTAIN PLACEMENT of ENGL 100 on GE PATTERN(S)”**
ENGL 101
Composition and Reading
CCCCO Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Outcomes, content, typical assignments, methods of instruction, textbooks
Rationale: Course update for 5-Year Periodic Review.
Enrollment Restrictions: Maintaining: (P) Satisfactory completion of ELIC 151 or ENGL 45 or qualification by the MJC assessment process.
Distance Education Status: Maintaining: Mixed modalities/hybrid, online
Materials Fee Status: (None)
Articulation Status: Transfers to CSU and UC; (CC ENGL 1A)
C-ID Status: Approved for: (C-ID ENGL 100)
General Education Status: Approved for: (MJC-GE: D1), (CSU-GE: A2), (IGETC: 1A)
Program Impact:
- CSU General Education Pattern Certificate of Achievement
- Elementary Teacher Education AA-T Degree
- IGETC Pattern Certificate of Achievement
- MJC-GE Pattern
- Nursing (RN) A.S. Degree
- Nursing: LVN to ADN (RN) Advanced Placement Pathway A.S. Degree
- Respiratory Care A.S. Degree
- Retail Management (WAFC) Certificate of Achievement

ENGL 100 and ENGL 101 pulled as a block for discussion by C. Hudelson
(See notes on ENGL 100)

M/S/U (S. BERGER, C. HUDELSON) to MODIFY ENGL 101
M/S/U (J. FORTE, K. BUTLER) to MODIFY REQUISITES for ENGL 101
M/S/U (T. AKERS-PORTER, L. SENECHAL) to MAINTAIN DE for ENGL 101
M/S/U (L. SENECHAL, T. AKERS-PORTER) to MAINTAIN PLACEMENT of ENGL 101 on GE PATTERN(S)

HUMSR 114
Death and Dying
CCCCO Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Advisory, methods of instruction, methods of evaluation, textbooks
Rationale: Course is being updated for periodic review.
Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ENGL 101; Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ENGL 100 or ENGL 101.
Distance Education Status: Maintaining: Mixed modalities/hybrid, online
Materials Fee Status: (None)
Articulation Status: Transfers to CSU; (CC SOCIO 28)
C-ID Status: (None)
General Education Status: Approved for: (MJC-GE: B)
Program Impact:
- General Studies, Emphasis in Social and Behavioral Sciences A.A. Degree
- Gerontology Skills Recognition Award
- Human Services A.A. Degree
- MJC-GE Pattern

M/S/U (R. CRYPE, P. MENDEZ) to MODIFY HUMSR 114
M/S/U (J. FORTE, K. BUTLER) to MODIFY REQUISITES for HUMSR 114
M/S/U (T. AKERS-PORTER, L. SENECHAL) to MAINTAIN DE for HUMSR 114
M/S/U (L. SENECHAL, T. AKERS-PORTER) to MAINTAIN PLACEMENT of HUMSR 114 on GE PATTERN(S)
HUMSR 147  
Field Studies & Seminar I  
CCCCO Proposal Type: New Credit Course  
Effective: Upon CCCCO approval  
ADOPT  
Rationale: This course is being proposed to align with CAADE curriculum and the required field studies work. This is the first semester in a two-semester sequence for certification by the National Commission for Certifying Agencies (NCCA).  
Enrollment Restrictions: Requesting: (P) Satisfactory completion of HUMSR 110 and HUMSR 120.  
Distance Education Status: (None)  
Materials Fee Status: (None)  
Articulation Status: Requesting: CSU  
C-ID Status: (None)  
General Education Status: (None)  
Program Impact:  
- Chemical Dependency Counseling A.A. Degree  
- Chemical Dependency Counseling Certificate of Achievement  
- Human Services Certificate of Achievement  
- Human Services A.A. Degree  
- Psychosocial Rehabilitation Skills Recognition Award  
M/S/U (R. CRIPE, P. MENDEZ) to ADOPT HUMSR 147  
M/S/U (J. FORTE, K. BUTLER) to ADOPT REQUISITES for HUMSR 147

HUMSR 148  
Field Studies & Seminar II  
CCCCO Proposal Type: New Credit Course  
Effective: Upon CCCCO approval  
ADOPT  
Rationale: This course is being proposed to align with CAADE curriculum and the required field studies work. It is the second semester of a two-semester sequence required by the National Commission for Certifying Agencies (NCCA).  
Enrollment Restrictions: Requesting: (P) Satisfactory completion of HUMSR 147.  
Distance Education Status: (None)  
Materials Fee Status: (None)  
Articulation Status: Requesting: CSU  
C-ID Status: (None)  
General Education Status: (None)  
Program Impact:  
- Chemical Dependency Counseling Certificate of Achievement  
M/S/U (R. CRIPE, P. MENDEZ) to ADOPT HUMSR 148  
M/S/U (J. FORTE, K. BUTLER) to ADOPT REQUISITES for HUMSR 148
### PEA 800

**Adaptive Exercise for Mature Adults**

- **CCCCO Proposal Type:** Non-Substantial
- **Effective:** Summer 2020
- **MODIFY:** Methods of instruction
- **Rationale:** Course update for periodic review.
- **Enrollment Restrictions:** Maintaining: (A) Before enrolling in this course, students are strongly advised to seek physician(s)’ recommendations on exercise limitations and advisories.
- **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 (R. CRIBE, P. MENDEZ) to MODIFY PEA 800**

**M/S/U (J. FORTE, K. BUTLER) to MAINTAIN REQUISITES for PEA 800**

### PLSC 285

**Agricultural Computations for Pest Control**

**Crop and Soil Health Management**

- **CCCCO Proposal Type:** New Credit Course
- **Effective:** Upon CCCCO approval
- **ADOPT**
- **Rationale:** This course was requested by Advisory Committee for preparation for career as a Pest Control Advisor.
- **Enrollment Restrictions:** (None)
- **Distance Education Status:** (None)
- **Materials Fee Status:** (None)
- **Articulation Status:** Requesting: CSU
- **C-ID Status:** (None)
- **General Education Status:** (None)
- **Program Impact:**
  - Crop Science A.S. Degree
  - Fruit Science A.S. Degree

**M/S/U (R. CRIBE, P. MENDEZ) to ADOPT PLSC 285**

T. Guy commented on the course title. M. Morales mentioned that it was recommended by Stanislaus State faculty to change the course title to something less constrictive. M. Morales requested that the course title be changed to Crop and Soil Health Management. With the approval of the friendly amendment by the committee, B. Adams noted that she would update the title in CurricUNET before forwarding the course; she also mentioned that CurricUNET would automatically update the course title in all associated awards.
DE (Distance Education) Only Proposals

SOCIO 150  Ethnicity and Culture in the United States  3
**Effective:** Summer 2019
**MODIFY:** DE modalities only
**Rationale:** Adding DE modality to the course.
**Distance Education Status:** Requesting: Online
**Program Impact:**
- CSU General Education Pattern Certificate of Achievement
- Ethnic Studies Skills Recognition Award
- General Studies, Emphasis in Social and Behavioral Sciences A.A. Degree
- Human Services A.A. Degree
- Human Services Certificate of Achievement
- IGETC Pattern Certificate of Achievement
- MJC-GE Pattern
- Nursing (RN) A.S. Degree
- Nursing: LVN to ADN (RN) Advanced Placement Pathway A.S. Degree
- Sociology AA-T Degree

*M/S/U (T. AKERS-PORTR, L. SENECHAL) to REQUEST DE for SOCIO 150*

VI. PROGRAM NOTIFICATION AGENDA

**Program Activity**

(None)

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

(None)

**CCCCO 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 CCCCO and ACCJC Approval
(Formerly the CCC-501)

ADOPT: ANIMAL SCIENCE PROGRAM
A.S. Degree: Equine Science 28-31
Effective: Upon CCCCO and ACCJC Approval

ADOPT
Rationale: The courses in Equine Science that we currently offer are well attended and the student interest has continued to increase. This program will give students the opportunity to complete a degree in addition to the current Equine Science Certificate of Achievement.

M/S/U (C. HUDELSON, K. BUTLER) to ADOPT A.S. DEGREE: EQUINE SCIENCE

Application for Approval - New Noncredit Programs - Requires CCCCO Approval
(Formerly the CCC-460)

(None)

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

(None)

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

MODIFICATIONS:

UNIT(S)

MODIFY: ADMINISTRATION OF JUSTICE PROGRAM
AS-T Degree: Administration of Justice 18-19 (Previously 18)
Effective: Upon CCCCO Approval (Summer 2020)

MODIFY: Required courses, total units
Rationale: This program is being updated to remove ADJU 210 from list B. Course is being changed from 200 to 300 level. MATH 134 is also being added to provide students the option of completing either SOCIO 105 or MATH 134.

M/S/U (C. HUDELSON, K. BUTLER) to MODIFY AS-T DEGREE: ADMINISTRATION OF JUSTICE

MODIFY: AUTOMOTIVE TECHNOLOGY PROGRAM
Certificate of Achievement: Automotive Brakes and Suspension 17.5
Effective: Upon CCCCO Approval (Summer 2020)

MODIFY: Program description, required courses
Rationale: Update for periodic review.

M/S/U (C. HUDELSON, K. BUTLER) to MODIFY CERTIFICATE OF ACHIEVEMENT: AUTOMOTIVE BRAKES AND SUSPENSION

MODIFY: AUTOMOTIVE TECHNOLOGY PROGRAM
Certificate of Achievement: Automotive Diagnosis 27
Effective: Upon CCCCO Approval (Summer 2020)

MODIFY: Program description
Rationale: Update for periodic review.

M/S/U (C. HUDELSON, K. BUTLER) to MODIFY CERTIFICATE OF ACHIEVEMENT: AUTOMOTIVE DIAGNOSIS
MODIFY:

**AUTOMOTIVE TECHNOLOGY PROGRAM**
Certificate of Achievement: Automotive Engines and Transmissions  21
Effective: Upon CCCCO Approval (Summer 2020)
MODIFY: Program description
Rationale: Update for periodic review.
*M/S/U (C. HUDELSON, K. BUTLER) to MODIFY CERTIFICATE OF ACHIEVEMENT: AUTOMOTIVE ENGINES AND TRANSMISSIONS*

MODIFY:

**AUTOMOTIVE TECHNOLOGY PROGRAM**
Certificate of Achievement: Automotive Service  31.5
Effective: Upon CCCCO Approval (Summer 2020)
MODIFY: Program description, elective courses, total units
Rationale: Update to reflect recent curriculum changes to courses.
*M/S/U (C. HUDELSON, K. BUTLER) to MODIFY CERTIFICATE OF ACHIEVEMENT: AUTOMOTIVE SERVICE*

MODIFY:

**AUTOMOTIVE TECHNOLOGY PROGRAM**
A.S. Degree: Automotive Technician  31.5
Effective: Upon CCCCO Approval (Summer 2020)
MODIFY: Program description, elective courses, total units
Rationale: Update to reflect recent curriculum changes to courses.
*M/S/U (C. HUDELSON, K. BUTLER) to MODIFY A.S. DEGREE: AUTOMOTIVE TECHNICIAN*

MODIFY:

**BUSINESS ADMINISTRATION PROGRAM**
A.S. Degree: Business Administration  27
Effective: Upon CCCCO Approval (Summer 2020)
MODIFY: Program description, program learning outcomes, program requirements, elective courses
Rationale: Program update for periodic review.
*M/S/U (C. HUDELSON, K. BUTLER) to MODIFY A.S. DEGREE: BUSINESS ADMINISTRATION*

MODIFY:

**BUSINESS ADMINISTRATION PROGRAM**
AS-T Degree: Business Administration  27-28
Effective: Upon CCCCO Approval (Summer 2020)
MODIFY: Program learning outcomes, program requirements, required courses
Rationale: Program update for periodic review.
AS-T Degree: Business Administration pulled for discussion by T. Akers-Porter who noted that both the Psychology and Math departments agreed that it was not in the best interest of students to include SOCIO 105 in the Business Administration AS-T Degree.

C. Hudelson called attention to the statement added to the bottom of the Business Administration AS-T Degree which stated:

Students who plan to transfer to CSU, Stanislaus should take MATH 130, MATH 134 or SOCIO 105, and CSCI 220 to complete the degree requirements. SOCIO 105 is not accepted as a required course for this AS-T at all CSU campuses. Students who plan to transfer to a university or college other than CSU, Stanislaus should consult with a counselor before taking SOCIO 105.

Discussion ensued which included, but was not limited to:

- Although SOCIO 105 transfers to our local university (Stanislaus State), should it be the determining factor for what prepares a student for their degree program
- Accommodating Stanislaus State and MJC students (giving options to students)
- Other colleges, such as Merced College that don’t include their Social Science Stats course in their Business AS-T Degree
- Creating a broader pathway to get Business Majors to Stanislaus State
- Discipline faculty experts, the different preparatory paths and functions of the courses, and the course content of SOCIO 105
• Recommendations to check with a counselor when a student has questions regarding taking SOCIO 105 for the Business Administration AS-T Degree
• The role and complexity of counselors in guiding students in their educational goals and the challenges of student self-placement
• The advantage of good communication between faculty and counselors in determining the appropriate courses for students in obtaining their educational goals
• Checks and balances of degrees, programs, and awards
• Program transparency and the purpose of degree programs

M/S/C (C. HUDelson, J. BEEBE) to MODIFY AS-T DEGREE: BUSINESS ADMINISTRATION

Motion Passed:
5 NAYS (T. Akers-Porter, S. Cassidy, M. Garcia, C. Howard, L. Senechal)
0 ABSTENTIONS

MODIFY: BUSINESS OPERATIONS MANAGEMENT PROGRAM
A.S. Degree: Business Operations Management 27-30 (Previously 28-30)
Effective: Upon CCCCO Approval (Summer 2020)
MODIFY: Program learning outcomes, program requirements, required courses, elective courses, total units
Rationale: Program update for periodic review.
M/S/U (C. HUDelson, K. BUTLER) to MODIFY A.S. DEGREE: BUSINESS OPERATIONS MANAGEMENT

MODIFY: HUMAN SERVICES PROGRAM
Certificate of Achievement: Human Services 36 (Previously 27)
Effective: Upon CCCCO Approval (Summer 2020)
MODIFY: Program learning outcomes, required courses, elective courses, total units
Rationale: Program is being updated to reflect recent course updates or inactivation’s.
M/S/U (C. HUDelson, K. BUTLER) to MODIFY CERTIFICATE OF ACHIEVEMENT: HUMAN SERVICES

MODIFY: INTERNATIONAL BUSINESS PROGRAM
Certificate of Achievement: International Business 17
Effective: Upon CCCCO Approval (Summer 2020)
MODIFY: Program learning outcomes, program requirements, required courses
Rationale: Program update for periodic review.
M/S/U (C. HUDelson, K. BUTLER) to MODIFY CERTIFICATE OF ACHIEVEMENT: INTERNATIONAL BUSINESS

MODIFY: PLANT SCIENCE PROGRAM
A.S. Degree: Crop Science 29
Effective: Upon CCCCO Approval (Summer 2020)
MODIFY: Program requirements
Rationale: At the Agriculture Division Retreat, it was requested by the Irrigation Program to add AGM 235 to the Bread Area as an “or” statement to help increase enrollment in that course. I waited for my advisory meeting, which was held on October 19th, to discuss this change and have submitted this award with advisory minutes attached.
M/S/U (C. HUDelson, K. BUTLER) to MODIFY A.S. DEGREE: CROP SCIENCE
PLANT SCIENCE PROGRAM
A.S. Degree: Fruit Science
Effective: Upon CCCCO Approval (Summer 2020)
Rationale: At the Agriculture Division Retreat, it was requested by the Irrigation Program to add AGM 235 to the Breath Area as an "or" statement to help increase enrollment in that course. I waited for my advisory meeting, which was held on October 19th, to discuss this change and have submitted this award with advisory minutes attached.
M/S/U (C. HUDELSON, K. BUTLER) to MODIFY A.S. DEGREE: FRUIT SCIENCE

SUPERVISORY MANAGEMENT PROGRAM
A.S. Degree: Supervisory Management
Effective: Upon CCCCO Approval (Summer 2020)
Rationale: Program update for periodic review.
A.S. Degree: Supervisory Management and Certificate of Achievement: Supervisory Management pulled as a block for discussion by T. Guy who wanted it noted that the Communication Studies Department did not receive the opportunity to voice their opinion regarding the modifications to the Supervisory Management A.S. Degree and Certificate of Achievement. T. Guy noted that the Business Department and the Communications Department have been closely linked with cross-listed courses and similar curriculum. T. Guy mentioned that, for the sake of transparency, it would have been appreciated if the Business Department had consulted with the Communication Studies Department regarding the proposed modifications to these awards where there was a removal of COMM 106.
C. Hudelson apologized for the Business Department's oversight and assured T. Guy that she would communicate the department's desire to be included in future discussions. C. Hudelson expressed her support in departmental collaboration and transparency.
M/S/C (T. GUY, J. FORTE) to MODIFY A.S. DEGREE: SUPERVISORY MANAGEMENT
Motion Passed:
1 NAY (M. Garcia)
1 ABSTENTION (S. Cassidy)

SUPERVISORY MANAGEMENT PROGRAM
Certificate of Achievement: Supervisory Management
Effective: Upon CCCCO Approval (Summer 2020)
Rationale: Program update for periodic review.
A.S. Degree: Supervisory Management and Certificate of Achievement: Supervisory Management pulled as a block for discussion by T. Guy (See notes on A.S. Degree: Supervisory Management)
M/S/C (T. GUY, J. FORTE) to MODIFY CERTIFICATE OF ACHIEVEMENT: SUPERVISORY MANAGEMENT
Motion Passed:
1 NAY (M. Garcia)
1 ABSTENTION (S. Cassidy)

INACTIVATIONS:
(None)
Program Changes that do not require Chancellor's Office Notification/Application for Approval

**MODIFY:** PSYCHOSOCIAL REHABILITATION PROGRAM
Skills Recognition Award: Psychosocial Rehabilitation: 12 (Previously 9)
**Effective:** Upon BOT Approval (Summer 2020)

**Rationale:** Program learning outcomes, required courses, total units
**M/S/U (C. HUDELSON, K. BUTLER) to MODIFY SKILLS RECOGNITION AWARD: PSYCHOSOCIAL REHABILITATION**

IX. STANDING REPORTS

Due to time constraints and the volume of work before the Curriculum Committee, regular reports for Articulation and the Academic Senate will be provided electronically as an appendix to the minutes.

1. **Articulation:** C-ID Newsletter - December 2018  
   L. Senechal
   L. Senechal reported on her attendance at the 2019 CIAC (California Intersegmental Articulation Council) Conference in Sacramento, April 3-5. CIAC is divided into two regions, north and south, which act rather independently of each other. However, the two organizational segments met and recognized the growing need for articulation officers to be peer educators, as well as an increased need for articulation issues to have more statewide advocacy.
   L. Senechal mentioned that ASSIST NextGen is due for statewide public release on May 31. Prior to release, counselors will be given access to preview and learn how to use the new system. ASSIST is also seeking testers.
   L. Senechal commented that there was animated discussion about the role of the planned new statewide MIS code for course records, CB26, which will attempt to track various types of course articulation potentially on a term-by-term basis. Articulation Officers voiced strong opposition to the pragmatics of providing and maintaining the data, and to what end, especially when that data is already populated and managed in ASSIST.

2. **Academic Senate:** Approved Minutes – March 7, 2019  
   C. Redwing
   No Report

X. NEW BUSINESS

**Action Items**

1. **Curriculum Committee Proposed Meeting Schedule for 2019-2020**  
   B. Adams
   B. Adams presented the proposed Curriculum Committee meeting schedule for 2019-2020 for consideration. Discussion ensued regarding how to manage the large volume of courses currently left at Technical Review level plus the anticipated number of courses that will be submitted before the August 19, 2019 deadline for the September 10, 2019 Curriculum meeting.
   Committee suggestions included:
   - Extended meeting times for the first four meetings with advanced notice
   - Cleaning up courses before forwarding to Technical Review to help stay within the time restraints
   - Postponing the Standing Reports and Business items until after the fourth Curriculum Committee meeting
   - Releasing courses for committee comments a week earlier
   - Provide clarity on when a course would need to be pulled and when a comment during the blanket discussion would be more appropriate
   - Incorporating a committee meeting within the September 6, 2019 curriculum training
   - Establishing a first and second read for pulled items
M/S/U (J. FORTE, T. AKERS-PORTER) to accept the 2019-2020 Curriculum Committee meeting dates with the friendly amendment that the September 6, 2019 Curriculum Committee training would include a business meeting. That all items on the consent and discussion agenda will be included in the blanket approval process, then those courses that are pulled from the blanket approval would qualify for a second read and voted on at the September 10, 2019 Curriculum Committee meeting.

2. DE Addenda Revisions

T. Akers-Porter

P. Bettencourt referred back to the DE Addenda Revisions document that the Curriculum Committee passed in October 2018 that is scheduled to take effect in July 2019. P. Bettencourt mentioned that since October 2018 more Title 5 changes have come through which went into effect on March 17, 2019. P. Bettencourt noted that the changes included the addition to the requirement of regular effective contact to include regular effective contact between students, besides between instructor and student, he also noted that the aspect of accessibility was added.

T. Akers-Porter noted the language from Title 5: 55206 Separate Course Approval that read:

“…the addendum shall at a minimum specify how the portion of instruction delivered via distance education meets:

(a) Regular and effective contact between instructors and students and among students as referenced in title 5, section 55204(a), and


The addendum shall be separately approved according to the district’s adopted curriculum approval procedures.”

J. Zellet spoke on the availability of online resources and noted that it is critical that our online resources are accessible, J. Zellet emphasized that non-compliance in this area is not an option.

Discussion ensued which included, but was not limited to:

- The many different types of disabilities and being ADA compliant
- The different types of assistance available through the disability services department and the high volume of assistance requested by both students and faculty
- The need for services such as Braille, PowerPoint presentations, videos, captioning, and occasionally the need for off-campus vendors (which are expensive)
- Informing faculty of the different types of resources and trainings available
- Faculty taking the initiative in creating accessible and ADA compliant course content
- Acceptable responses to the proposed DE Addendum item #3 “Describe how the methods selected in #1 will be presented in an accessible way” and the possibility of providing standardized language and/or guidelines for acceptable responses
- Having the Online Education Initiative (OEI) Rubric as a reference source
- Reprograming CurricUNET to accommodate the new DE Addendum field during the summer
- The suggestion of having the DSPS department do an informational presentation at the Curriculum Committee’s training in September

M/S/U (P. MENDEZ, S. CASSIDY) to accept the DE Addenda Revisions Document as stated.

3. Shadow (Higher-Level Course) Prerequisites

B. Adams/H. Townsend

B. Adams spoke on Shadow Prerequisites noting that they have existed behind the scenes for years. B. Adams gave some background information in terms of Board Policy, Title 5, and the aspect of a process. B. Adams mentioned that it would be useful to have the list codified and in writing, that an approved list of shadow prerequisites would guide H. Townsend in building courses in Datatel, and would make the committee aware that this is going on behind the scenes, as well as being beneficial to our students. B. Adams noted that easy access for counselors would also be considered when posting the list of Shadow Prerequisites, possibly on the Curriculum Committee’s webpage under Curriculum Manual.

M/S/U (T. AKERS-PORTER, L. SENECHAL) to accept Shadow (Higher-Level Course) Prerequisites
Informational Items

1. Curriculum Year in Review  
   B. Adams

   B. Adams proclaimed, if the committee members felt that it had been a busy 2018-2019 year, here is the proof:
   - 38 Course Adoptions
   - 252 Course Modifications
   - 37 Course Inactivations
   - 10 DE Only Proposals
   - 10 New Programs
   - 72 Modified Programs
   - 5 Inactivated Programs

2. Curriculum Committee Membership  
   B. Adams

   B. Adams requested that division representatives with terms ending this spring 2019 will need to let either K. Addington, H. Townsend, or herself know who will be replacing them, as soon as possible. B. Adams mentioned that a list of Curriculum Committee members and their terms is listed on the Curriculum Committee's webpage under Representatives.

3. CCCCO First Friday Memo  
   B. Adams

   B. Adams referred to the CCCCO First Friday Memo for pertinent curriculum information and updates from the Chancellor's Office.

XI. UNFINISHED BUSINESS

Action Items

1. Curriculum Review Process  
   B. Adams/C. Redwing

   B. Adams referred to H. Townsend to confirm that the sub-committee would have access to Microsoft Teams for communicating and sharing documents. B. Adams noted that the sub-committee’s folder would be under Curriculum Committee Collaboration. H. Townsend noted that IT has set-up access for the sub-committee in Microsoft Teams.

2. Curriculum Committee Bylaws  
   Curriculum Committee

   B. Adams continued the conversation from the February 26, 2019 Curriculum Committee meeting which addressed concerns regarding how to manage the high volume of curriculum and/or extensive discussion. B. Adams referred to the Curriculum Committee Bylaws, item B. Meetings, for consideration.

   **B. Meetings**
   
   *Meetings are held from 2:40 to 5:00 p.m. on the second and fourth Tuesday of each month during academic year. Organization specifics will be determined by committee co-chairs. Curriculum co-chairs have the ability to call a special meeting under extenuating circumstances.*

   A short discussion ensued which included, but was not limited to:
   - Language under item B. which states, “Organization specifics will be determined by committee co-chairs” which may allow for meeting flexibility
   - Adding language to address extenuating circumstances
   - Instituting a first and second read for pulled courses/programs
   - Setting time limits for discussion
   - Agreement among the committee members not to repeat a point that had been already stated, for the purpose of emphases.

   **M/S/U (M. GARCIA, J. FORTE) to accept the Bylaws as stated with the friendly amendment that “Curriculum co-chairs have the ability to call a special meeting under extenuating circumstances” language be added under item B. Meetings.**
3. **Statement of Noncredit**

    B. Adams reviewed the Noncredit Curriculum document - draft, which included the “Key Differences Between Credit and Noncredit Courses” table from the Legislative Analyst’s Office (LAO) March 2017 report titled, “California Community Colleges: Effects of Increases in Noncredit Course Funding Rates”. B. Adams noted that after extensive research, the LAO report was the only source document that she could find that addressed T. Akers-Porter’s concerns regarding homework for noncredit courses. B. Adams offered that the Noncredit Curriculum document be considered as the MJC Curriculum Committee’s position on noncredit curriculum. B. Adams recommended the document be posted on the Curriculum Committee’s webpage for informational purposes. J. Zellet recommended that the source citation for the LAO table be noted on the document.

    **M/S/U (T. AKERS-PORTER, S. BERGER) to accept the Noncredit Curriculum Document with the friendly amendment to include the source citation for the LAO Key Differences Between Credit and Noncredit Courses table.**

**Informational Items**

(None)

**XII. PUBLIC COMMENT**

T. Akers-Porter requested that Assessment Language be added as an Action Item to the September 10, 2019 agenda. B. Adams noted that the Action Item had already been added to the next agenda due to the large volume on this agenda.

S. Berger asked if there was a link available to courses that are out of compliance. H. Townsend referenced the Course Compliance Spreadsheet located on the Curriculum Committee’s webpage under Committee Resources. H. Townsend noted that the spreadsheet is updated after each Curriculum Committee meeting.

J. Zellet noted that the Online Catalog and Curriculum Vendor task group would be reconvening soon. J. Zellet mentioned that the task group hopes to have a resolution to an updated curriculum inventory tool which would filter seamlessly into an online catalog.

*The Curriculum Committee meeting was adjourned at 5:03 PM by the Co-chair, B. Adams.*