Curriculum Committee

SPECIAL MEETING
MINUTES
Friday, September 6, 2019
Ag Building 133, 1:00 PM
THIS MEETING IS BEING RECORDED


Members Absent: J. Beebe, S. Cassidy, S. Circle (Co-Chair), H. Duarte, P. Mendez, J. Zellet (VP Instruction), Vacant (ASMJC),

Others Present: K. Addington (Administrative Technician), K. Alavezos (Office Administration), N. Backlund (Office Administration), R. Campbell (Instruction), D. Chase (Astronomy/Physics), Dr. L. Maki (Dean of Science, Mathematics & Engineering), P. Wall (Business)

I. APPROVAL OF ORDER OF AGENDA

M/S/U (M. GARCIA, J. HAYNES) Hearing no objections, the order of the agenda was approved as stated with a request from M. Garcia to accommodate guests.

II. APPROVAL OF MINUTES

April 9, 2019

Hearing no objections, the minutes of April 9, 2019 were approved as stated.

III. COURSE NOTIFICATION AGENDA

CCCCO Course Approvals

AG 202 (CCC000605006/Effective SU2019)
AG 203 (CCC000605007/Effective SU2019)
GEOG 106 (CCC000605008/Effective SU2019)
GEOG 107 (CCC000604535/Effective SU2019)
HUMSR 147 (CCC000604797/Effective SU2019)
HUMSR 148 (CCC000604798/Effective SU2019)
PLSC 285 (CCC000604938/Effective SU2019)
SOCSC 130 (CCC000604536/Effective SU 2019)

Course Activity Report

(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.
C-ID Approvals (C-ID Website)

<table>
<thead>
<tr>
<th>C-ID Descriptor</th>
<th>MJC Course(s)</th>
<th>Approval Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-ID AJ 160</td>
<td>ADJU 205</td>
<td>Spring 2019</td>
</tr>
<tr>
<td>C-ID AUTO 110X</td>
<td>AUTEC 311</td>
<td>Spring 2019</td>
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<tr>
<td>C-ID AUTO 130X</td>
<td>AUTEC 324</td>
<td>Spring 2019</td>
</tr>
<tr>
<td>C-ID AUTO 140X</td>
<td>AUTEC 322</td>
<td>Spring 2019</td>
</tr>
<tr>
<td>C-ID AUTO 170X</td>
<td>AUTEC 317</td>
<td>Spring 2019</td>
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<tr>
<td>C-ID BSOT 125X</td>
<td>OFADM 317</td>
<td>Spring 2019</td>
</tr>
<tr>
<td>C-ID BSOT 127X</td>
<td>BUSAD 310</td>
<td>Spring 2019</td>
</tr>
<tr>
<td>C-ID ECON 202</td>
<td>ECON 101</td>
<td>Summer 2019</td>
</tr>
<tr>
<td>C-ID GEOG 130</td>
<td>METEO 161</td>
<td>Summer 2019</td>
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<tr>
<td>C-ID MATH 210</td>
<td>MATH 171</td>
<td>Spring 2019</td>
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<td>C-ID PHS 100</td>
<td>HE 110</td>
<td>Summer 2019</td>
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<tr>
<td>C-ID SJS 130</td>
<td>SOCSC 130</td>
<td>Summer 2019</td>
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<tr>
<td>C-ID SOCI 160</td>
<td>ADJU 234</td>
<td>Summer 2019</td>
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Columbia College Course Equivalencies

Equivalency  Established

(None)

IV. COURSE CONSENT AGENDA

Hearing no objections, the following course changes were approved.

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>CCCCO Proposal Type</th>
<th>Effective</th>
<th>Rationale</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSAD 200</td>
<td>Financial Accounting on Spreadsheets</td>
<td></td>
<td>Summer 2020</td>
<td>BUSAD 200 was approved at the March 26, 2019 meeting. It was noted after the meeting that “Spreadsheet” needed an “s”. L. Kropp approved the correction and H. Townsend updated the course and awards in CurricUNET. This information is here for the purpose of the record.</td>
</tr>
<tr>
<td>PEC 159</td>
<td>Fall Spirit Leadership Training</td>
<td>Inactivation</td>
<td>Summer 2020</td>
<td>PEC 159 was approved at the February 12, 2019 meeting. It was noted after the meeting that the wrong course copy was used for the inactivation with “Fall” missing from the course title. H. Townsend made the correction in CurricUNET. This information is here for the purpose of the record.</td>
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V. COURSE DISCUSSION AGENDA

MODIFICATIONS/REACTIVATIONS; INACTIVATIONS; ADOPTIONS:

<table>
<thead>
<tr>
<th>UNIT(S)</th>
<th>Course Name</th>
<th>CCCC CO Proposal Type</th>
<th>Effective</th>
<th>MODIFIED</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>
<th>M/S/U to MODIFY</th>
<th>M/S/U to ADOPT REQUISITES</th>
<th>M/S/U to MAINTAIN DE</th>
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<tbody>
<tr>
<td>3</td>
<td>CLDDV 150</td>
<td>Administration in Children's Programs</td>
<td>Summer 2020</td>
<td>Advisory, description, outcomes, methods of instruction, methods of evaluation, textbooks, requisite skills</td>
<td>Course update for periodic review.</td>
<td>Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete CLDDV 101 and CLDDV 103 and CLDDV 107 and CLDDV 109 and have experience working in the field.</td>
<td>Maintaining: Online</td>
<td>(None)</td>
<td>Transfers to CSU; (CC CHILD 30)</td>
<td>(None)</td>
<td>(None)</td>
<td>(None)</td>
<td>- Site Supervisor Certificate of Achievement</td>
<td>(R. CRIPE, E. MAKI) to MODIFY CLDDV 150</td>
<td>(L. SENECHAL, J. RICHMOND) to ADOPT REQUISITES for CLDDV 150</td>
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<tr>
<td></td>
<td>CLDDV 291</td>
<td>Creative Activities for Young Children</td>
<td>Summer 2020</td>
<td>Outcomes, methods of instruction, methods of evaluation, textbooks, requisite skills</td>
<td>Course update for periodic review.</td>
<td>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.</td>
<td>(None)</td>
<td>(None)</td>
<td>Transfers to CSU</td>
<td>(None)</td>
<td>(None)</td>
<td>(None)</td>
<td>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).</td>
<td>(R. CRIPE, E. MAKI) to MODIFY CLDDV 291</td>
<td>(L. SENECHAL, J. RICHMOND) to MAINTAIN REQUISITES for CLDDV 291</td>
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T. Akers-Porter commented on the comparable courses being upper division. B. Adams noted that CLDDV 291 was part of a Career Technical Education (CTE) program and that Advisory Committee meeting minutes would be acceptable. J. Brennan revealed that there was new K-12 regulation documentation associated with CLDDV 291 which could be provided and added to the course’s attached files.
CMPGR 266
Interactive Media Design and Development
CCCO 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 have a basic working knowledge of personal computers including: turning on and off a computer system correctly; starting programs, moving and resizing windows, the Start Menu, understanding how a computer is organized; manipulating a mouse, including selecting, double clicking, and dragging items; naming, saving, and deleting files; using portable flash memory and other common storage devices.
Distance Education Status: Maintaining: Mixed modalities/hybrid, online
Materials Fee Status: (None)
Articulation Status: Transfers to CSU
C-ID Status: (None)
General Education Status: (None)
Program Impact:
- Computer Graphics Applications A.S. Degree
- Computer Graphics Applications Certificate of Achievement
- Marketing A.S. Degree

CMPGR 266 pulled for discussion as a first read by S. Berger who mentioned that parts of the Course and Lab content read as objectives. L. Senechal noted that there were also issues with the comparable courses. B. Adams referred back to the April 9, 2019 approved motion that allows courses pulled from the blanket approval to qualify for a second read.
M/S/U (J. FORTE, E. MAKI) to approve CMPGR 266 as a first reading.

ENGL 112
Introduction to the Novel and Short Story
CCCO Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY Advisory, description, outcomes, typical assignments, methods of instruction, textbooks, requisite skills
Rationale: This course is being updated for compliance during the 5-Year Review Cycle.
Enrollment Restrictions: Removing: (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 and satisfactorily complete ENGL 101; Requesting: (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 and UC
C-ID Status: (None)
General Education Status: Approved for: (MJC-GE: C), (CSU-GE: C2), (IGETC: 3B)
Program Impact:
- CSU General Education Pattern Certificate of Achievement
- English AA-T Degree
- General Studies, Emphasis in Humanities A.A. Degree
- IGETC Pattern Certificate of Achievement
- MJC-GE Pattern

M/S/U (R. CRIPPE, E. MAKI) to MODIFY ENGL 112
L. Senechal request a friendly amendment to add “textbooks” under “MODIFY”, noting that the textbooks for ENGL 112 were updated, per the faculty's request, after the agenda was posted.

M/S/U (L. SENECHAL, J. RICHMOND) to MODIFY REQUISITES for ENGL 112
M/S/U (C. HOWARD, J. RICHMOND) to MAINTAIN DE for ENGL 112
M/S/U (C. HOWARD, M. GARCIA) to MAINTAIN PLACEMENT of ENGL 112 on GE PATTERN(S)
ENGL 114
Introduction to Poetry
CCCO Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Advisory, methods of instruction, textbooks
Rationale: Course update to align with UC and CSU transferable courses, to update outdated textbooks, and to update advisory language.
Enrollment Restrictions: Removing: (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 and satisfactorily complete ENGL 101; Requesting: (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 and UC
C-ID Status: (None)
General Education Status: Approved for: (MJC-GE: C), (CSU-GE: C2), (IGETC: 3B)
Program Impact:
- CSU General Education Pattern Certificate of Achievement
- English AA-T Degree
- General Studies, Emphasis in Humanities A.A. Degree
- IGETC Pattern Certificate of Achievement
- MJC-GE Pattern
M/S/U (R. CRIP, E. MAKI) to MODIFY ENGL 114
M/S/U (L. SENECHAL, J. RICHMOND) to MODIFY REQUISITES for ENGL 114
M/S/U (C. HOWARD, J. RICHMOND) to MAINTAIN DE for ENGL 114
M/S/U (C. HOWARD, M. GARCIA) to MAINTAIN PLACEMENT of ENGL 114 on GE PATTERN(S)

ENGL 131
Introduction to World Literature 1
CCCO Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Advisory, methods of instruction, textbooks
Rationale: The English department is in the middle of its curriculum review cycle.
Enrollment Restrictions: Removing: (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 and satisfactorily complete ENGL 101 and satisfactorily complete ENGL 102; Requesting: (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 and UC
C-ID Status: Approved for: (C-ID ENGL 140)
General Education Status: Approved for: (MJC-GE: C), (CSU-GE: C2), (IGETC: 3B)
Program Impact:
- CSU General Education Pattern Certificate of Achievement
- English AA-T Degree
- Ethnic Studies Skills Recognition Award
- General Studies, Emphasis in Humanities A.A. Degree
- Humanities A.A. Degree
- IGETC Pattern Certificate of Achievement
- MJC-GE Pattern
- UPE, Language Studies A.A. Degree
M/S/U (R. CRIP, E. MAKI) to MODIFY ENGL 131
M/S/U (L. SENECHAL, J. RICHMOND) to MODIFY REQUISITES for ENGL 131
M/S/U (C. HOWARD, J. RICHMOND) to MAINTAIN DE for ENGL 131
M/S/U (C. HOWARD, M. GARCIA) to MAINTAIN PLACEMENT of ENGL 131 on GE PATTERN(S)
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
<th>CCCCO 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>
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<th>General Education Status</th>
<th>Program Impact</th>
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</thead>
<tbody>
<tr>
<td>ENGL 135</td>
<td>Survey of American Literature to 1850</td>
<td>3</td>
<td>Non-Substantial</td>
<td>Summer 2020</td>
<td>Advisory, outcomes, methods of instruction, textbooks</td>
<td>This course is being updated to comply with periodic review.</td>
<td>Removing: (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 and satisfactorily complete ENGL 101 and satisfactorily complete ENGL 102; Requesting: (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.</td>
<td>Maintaining: Mixed modalities/hybrid, online</td>
<td>(None)</td>
<td>Transfers to CSU and UC; (CC ENGL 17)</td>
<td>Approved for: (C-ID ENGL 130)</td>
<td>Approved for: (MJC-GE: C), (CSU-GE: C2), (IGETC: 3B)</td>
<td>- CSU General Education Pattern Certificate of Achievement</td>
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<tr>
<td>ENGL 136</td>
<td>Survey of American Literature: 1850 to the Present</td>
<td>3</td>
<td>Non-Substantial</td>
<td>Summer 2020</td>
<td>Advisory, typical assignments, methods of instruction, textbooks</td>
<td>This course is being updated to comply with periodic review.</td>
<td>Removing: (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 and satisfactorily complete ENGL 101 and satisfactorily complete ENGL 102; Requesting: (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.</td>
<td>Maintaining: Mixed modalities/hybrid, online</td>
<td>(None)</td>
<td>Transfers to CSU and UC; (CC ENGL 18)</td>
<td>Approved for: (C-ID ENGL 135)</td>
<td>Approved for: (MJC-GE: C), (CSU-GE: C2), (IGETC: 3B)</td>
<td>- CSU General Education Pattern Certificate of Achievement</td>
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ENGL 137  
Survey of English Literature to the late 18th Century  
CCCCCO Proposal Type: Non-Substantial  
Effective: Summer 2020  
MODIFY: Advisory, content, typical assignments, methods of instruction, textbooks, requisite skills  
Rationale: This course is being updated to comply with periodic review.  
Enrollment Restrictions: Removing: (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 and satisfactorily complete ENGL 101 and satisfactorily complete ENGL 102; Requesting: (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 and UC; (CC ENGL 46)  
C-ID Status: Approved for: (C-ID ENGL 160)  
General Education Status: Approved for: (MJC-GE: C), (CSU-GE: C2), (IGETC: 3B)  
Program Impact:  
- CSU General Education Pattern Certificate of Achievement  
- English AA-T Degree  
- General Studies, Emphasis in Humanities A.A. Degree  
- Humanities A.A. Degree  
- IGETC Pattern Certificate of Achievement  
- MJC-GE Pattern  
M/S/U (R. CRIPPE, E. MAKI) to MODIFY ENGL 137  
M/S/U (L. SENECHAL, J. RICHMOND) to MODIFY REQUISITES for ENGL 137  
M/S/U (C. HOWARD, J. RICHMOND) to MAINTAIN DE for ENGL 137  
M/S/U (C. HOWARD, M. GARCIA) to MAINTAIN PLACEMENT of ENGL 137 on GE PATTERN(S)

ENGL 138  
Survey of English Literature: Late Eighteenth Century to Present  
CCCCCO Proposal Type: Non-Substantial  
Effective: Summer 2020  
MODIFY: Advisory, methods of instruction, textbooks, requisite skills  
Rationale: Review Literature courses for our regular curriculum cycle.  
Enrollment Restrictions: Removing: (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 and satisfactorily complete ENGL 101 and satisfactorily complete ENGL 102; Requesting: (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 and UC; (CC ENGL 47)  
C-ID Status: Approved for: (C-ID ENGL 165)  
General Education Status: Approved for: (MJC-GE: C), (CSU-GE: C2), (IGETC: 3B)  
Program Impact:  
- CSU General Education Pattern Certificate of Achievement  
- English AA-T Degree  
- General Studies, Emphasis in Humanities A.A. Degree  
- Humanities A.A. Degree  
- IGETC Pattern Certificate of Achievement  
- MJC-GE Pattern  
M/S/U (R. CRIPPE, E. MAKI) to MODIFY ENGL 138  
M/S/U (L. SENECHAL, J. RICHMOND) to MODIFY REQUISITES for ENGL 138  
M/S/U (C. HOWARD, J. RICHMOND) to MAINTAIN DE for ENGL 138  
M/S/U (C. HOWARD, M. GARCIA) to MAINTAIN PLACEMENT of ENGL 138 on GE PATTERN(S)
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>CCCC CO Proposal Type</th>
<th>Effective</th>
<th>Rationale</th>
<th>Enrollment Restrictions</th>
<th>Distance Education Status</th>
<th>Materials Fee Status</th>
<th>Articulation Status</th>
<th>General Education Status</th>
<th>Program Impact</th>
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</thead>
<tbody>
<tr>
<td>ENGL 169</td>
<td>Children's Literature</td>
<td>Non-Substantial</td>
<td>Summer 2020</td>
<td>MODIFY: Advisory, methods of instruction, textbooks</td>
<td>Review for ongoing cycle of curriculum review.</td>
<td>Effective: Summer 2020</td>
<td>(None)</td>
<td>Transfers to CSU and UC</td>
<td>Approved for: (MJC-GE: C), (CSU-GE: C2), (IGETC: 3B)</td>
<td>- CSU General Education Pattern Certificate of Achievement</td>
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<td>Enrolling: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete the MJC English composition course or the equivalent, or to exhibit proficiency in college-level essay writing skills, and satisfactorily complete ENGL 101. Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete the MJC English composition course or the equivalent, or to exhibit proficiency in college-level essay writing skills.</td>
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<td>Maintenance: Mixed modalities/hybrid, online</td>
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<td>Rationale: Review for ongoing cycle of curriculum review.</td>
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<td>FSCI 352</td>
<td>Training Instructor 1A</td>
<td>Inactivation</td>
<td>Summer 2020</td>
<td>INACTIVATE</td>
<td>Course no longer offered by CA State Fire Marshal Office. Department has switched over to FTECH line-up.</td>
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<td>Maintenance: Mixed modalities/hybrid, online</td>
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<tr>
<td>FSCI 355</td>
<td>Fire Prevention 1B</td>
<td>Inactivation</td>
<td>Summer 2020</td>
<td>INACTIVATE</td>
<td>Course no longer being offered.</td>
<td>Maintenance: Mixed modalities/hybrid, online</td>
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**MODIFY:** Advisedly, Methods of instruction, textbooks.

**Rationale:** Review for ongoing cycle of curriculum review.

**Enrollment Restrictions:** Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete the MJC English composition course or the equivalent, or to exhibit proficiency in college-level essay writing skills and satisfactorily complete ENGL 101. Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete the MJC English composition course or the equivalent, or to exhibit proficiency in college-level essay writing skills.

**Distance Education Status:** Effective: Summer 2020

**Materials Fee Status:** (None)

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

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

**Program Impact:**
- CSU General Education Pattern Certificate of Achievement
- English AA-T Degree
- General Studies, Emphasis in Humanities A.A. Degree
- IGETC Pattern Certificate of Achievement
- MJC-GE Pattern

**M/S/U (R. CRIPE, E. MAKI) to MODIFY ENGL 139**

L. Senechal request a friendly amendment to add “textbooks” under “MODIFY”, noting that the textbooks for ENGL 169 were updated, per the faculty’s request, after the agenda was posted.

**M/S/U (L. SENECHAL, J. RICHMOND) to MODIFY REQUISITES for ENGL 139**

**M/S/U (C. HOWARD, J. RICHMOND) to MAINTAIN DE for ENGL 139**

**M/S/U (C. HOWARD, M. GARCIA) to MAINTAIN PLACEMENT of ENGL 139 on GE PATTERN(S)**

**M/S/U (R. CRIPE, E. MAKI) to INACTIVATE FSCI 352**

**M/S/U (R. CRIPE, E. MAKI) to INACTIVATE FSCI 355**
GUIDE 110

Introduction to College

CCCCO Proposal Type: Non-Substantial

Effective: Summer 2020

MODIFY: Advisory, content, methods of evaluation, textbooks

Rationale: Course update for periodic review.

Enrollment Restrictions: Removing: (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 or satisfactorily complete READ 40 or qualification by the MJC assessment process; Requesting: (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 GUIDE 108)

C-ID Status: (None)

General Education Status: Approved for: (MJC Guidance)

Program Impact:
- Human Services Certificate of Achievement

M/S/U (R. CRISPE, E. MAKI) to MODIFY GUIDE 110

M/S/U (L. SENECHAL, J. RICHMOND) to MODIFY REQUISITES for GUIDE 110

M/S/U (C. HOWARD, J. RICHMOND) to MAINTAIN DE for GUIDE 110

M/S/U (M. GARCIA, T. AKERS-PORTE) to MAINTAIN PLACEMENT of GUIDE 110 on MJC GUIDANCE

GUIDE 120

Success Strategies for Transfer Students

CCCCO Proposal Type: Non-Substantial

Effective: Summer 2020

MODIFY: DE modalities, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks

Rationale: Course update for periodic review.

Enrollment Restrictions: (None)

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

Materials Fee Status: (None)

Articulation Status: Transfers to CSU and UC

C-ID Status: (None)

General Education Status: Approved for: (MJC Guidance)

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. CRISPE, E. MAKI) to MODIFY GUIDE 120

M/S/U (C. HOWARD, J. RICHMOND) to MODIFY DE for GUIDE 120

M/S/U (M. GARCIA, T. AKERS-PORTE) to MAINTAIN PLACEMENT of GUIDE 120 on MJC GUIDANCE
HUMSR 146  Psychosocial Rehabilitation with Children/Families

**CCCCCO Proposal Type:** Non-Substantial

**Effective:** Summer 2020

**MODIFY** Prerequisite, DE modalities, methods of instruction, textbooks, requisite skills

**Rationale:** Course update for review.

**Enrollment Restrictions:** Requesting: (P) Satisfactory completion of HUMSR 142.

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

**Materials Fee Status:** (None)

**Articulation Status:** Transfers to CSU

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

**General Education Status:** (None)

**Program Impact:**

- Psychosocial Rehabilitation Skills Recognition Award

  **R. Cripe agreed to a friendly amendment to remove HUMSR 146 from the blanket approval.**

  M. Garcia commented on the comparable courses being upper division and noted there were no alternative CTE Advisory Committee meeting minutes in the course’s attached files. L. Senechal noted her concern that the students know of the limitations on transfer for the CTE programs.

  **M/S/WITHDRAWN (R. CRIPE, E. MAKI) motion withdrawn by division representative, C. Hudelson, thereby removing it from the agenda for consideration with the understanding that the courses would be brought back once the Advisory Committee documentation is obtained and/or the Academic Senate approves the Course Quality and Currency document.**

PEC 183  Volleyball

**CCCCCO Proposal Type:** Non-Substantial

**Effective:** Summer 2020

**MODIFY** Description, outcomes, objectives, methods of instruction

**Rationale:** Due for a course update.

**Enrollment Restrictions:** (None)

**Distance Education Status:** (None)

**Materials Fee Status:** (None)

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

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

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

**Program Impact:**

- Kinesiology AA-T Degree
- Physical Education A.A. Degree

  **M/S/U (R. CRIP E, E. MAK I) to MODIFY PEC 183**

  **M/S/U (M. GARCIA, T. AKERS-PORTER) to MAINTAIN PLACEMENT of PEC 183 on MJC ACTIVITIES**
<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
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<tbody>
<tr>
<td>RLES 380</td>
<td>Real Estate Principles</td>
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<td>CCCCO Proposal Type: Non-Substantial</td>
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<td>Effective: Summer 2020</td>
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<td>MODIFY: Description, objectives, typical assignments, methods of instruction, methods of evaluation, textbooks</td>
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<td>Rationale: Course update for periodic review.</td>
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<td>M/S/U (R. CRIP E, E. MAKI) to MODIFY RLES 380</td>
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<td>M/S/U (C. HOWARD, J. RICHMOND) to MAINTAIN DE for RLES 380</td>
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<tr>
<th>Course</th>
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<td>RLES 381</td>
<td>Real Estate Practice</td>
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<td>CCCCO Proposal Type: Non-Substantial</td>
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<td>Effective: Summer 2020</td>
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<td>MODIFY: Title, description, outcomes, objectives, methods of instruction, methods of evaluation, textbooks</td>
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<td>Rationale: Course update for periodic review.</td>
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<td>Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete RLES 380.</td>
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<td>Distance Education Status: Maintaining: Mixed modalities/hybrid, online</td>
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<td>M/S/U (C. HOWARD, J. RICHMOND) to MAINTAIN DE for RLES 381</td>
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RLES 382  Legal Aspects of Real Estate  3
CCCO Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Title, description, methods of instruction, textbooks
Rationale: Course update for periodic review.
Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete RLES 380.
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:
- Real Estate A.S. Degree
- Real Estate Broker Certificate of Achievement
- Real Estate Salesperson Skills Recognition Award

M/S/U (R. CRIPE, E. MAKI) to MODIFY RLES 382
M/S/U (L. SENECHAL, J. RICHMOND) to MAINTAIN REQUISITES for RLES 382
M/S/U (C. HOWARD, J. RICHMOND) to MAINTAIN DE for RLES 382

RLES 384  Real Estate Finance  3
CCCO Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Description, methods of instruction
Rationale: Course update for periodic review.
Enrollment Restrictions: Maintaining: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete RLES 380 or RLES 381.
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:
- Real Estate A.S. Degree
- Real Estate Broker Certificate of Achievement
- Real Estate Salesperson Skills Recognition Award

M/S/U (R. CRIPE, E. MAKI) to MODIFY RLES 384
M/S/U (L. SENECHAL, J. RICHMOND) to MAINTAIN REQUISITES for RLES 384
M/S/U (C. HOWARD, J. RICHMOND) to MAINTAIN DE for RLES 384
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<td>RLES 392</td>
<td>Basic Escrow Procedures</td>
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<td>MODIFY: Description, methods of instruction, textbooks</td>
<td>Course update for periodic review.</td>
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<td>STSK 25</td>
<td>Student Success Strategies</td>
<td>1</td>
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<td>Summer 2020</td>
<td>MODIFY: Hours, methods of evaluation</td>
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<td>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).</td>
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STSK 78  
College Study Skills

CCCCO Proposal Type: Non-Substantial
Effective: Summer 2020
MODIFY: Methods of instruction, textbooks
Rationale: Textbooks have been modified.
Enrollment Restrictions: 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 and satisfactorily complete READ 82 or qualification by the MJC assessment process.
Distance Education Status: (None)
Materials Fee Status: (None)
Articulation Status: Not transferable; (CC GUIDE 100)
C-ID Status: (None)
General Education Status: Approved for: (MJC Guidance)
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. CRIPE, E. MAKI) to MODIFY STSK 78
M/S/U (L. SENECHAL, J. RICHMOND) to MAINTAIN REQUISITES for STSK 78
M/S/U (M. GARCIA, T. AKERS-PORTER) to MAINTAIN PLACEMENT of STSK 78 on MJC GUIDANCE

DE (Distance Education) Only Proposals

RSCR 421  
Advanced Neonatal and Pediatric Critical Care

Effective: Spring 2020
MODIFY: DE modalities only
Rationale: B.S. Degree Program is now being offered completely online and having this course as a hybrid would create a barrier toward completion of the program for our returning students.
Distance Education Status: Removing: Mixed modalities/hybrid; Requesting: Online
Program Impact:
- Respiratory Care B.S. Degree

M/S/U (C. HOWARD, J. RICHMOND) to MODIFY DE for RSCR 421

VI. PROGRAM NOTIFICATION AGENDA

Program Activity

(None)

Regional Consortium CTE Program Approvals: New/Substantial Change

A.S. Degree: Equine Science
Certificate of Achievement: Agriculture Welding Fabrication
Certificate of Achievement: Agriculture Welding Repair
Certificate of Achievement: Auto Body/Collision Refinishing Technician

CCCCO Program Approvals: New/Substantial Change

A.S. Degree: Equine Science (38067)
Certificate of Achievement: Agriculture Welding Fabrication (37753)
Certificate of Achievement: Agriculture Welding Repair (37754)
Certificate of Achievement: Auto Body/Collision Refinishing Technician (38065)
ACCJC Program Approvals: New/Substantial Change

Certificate of Achievement: Agriculture Welding Fabrication
Certificate of Achievement: Agriculture Welding Repair

ACCJC DE Substantive Change Proposal Needed

A.S.-T. Degree: Chemistry
B.S. Degree: Respiratory Care
Certificate of Achievement: Logistics and Supply Chain Management
Certificate of Achievement: Medical Assisting

VII. PROGRAM CONSENT AGENDA

(None)

VIII. PROGRAM DISCUSSION AGENDA

Application for Approval - New Credit Programs - Requires CCCCO and ACCJC Approval
(Formerly the CCC-501)

(None)

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:

MODIFY:  

HUMAN SERVICES PROGRAM
A.A. Degree: Human Services  
30 (Previously 20)

Effective: Upon CCCCO Approval (Summer 2020)

Rationale: Program is being updated to reflect recent course updates or inactivation's.

M/S/U (J. HAYNES, J. FORTE) to MODIFY A.A. DEGREE: HUMAN SERVICES

MODIFY:  

REAL ESTATE PROGRAM
A.S. Degree: Real Estate  
26

Effective: Upon CCCCO Approval (Summer 2020)

Rationale: Program update for periodic review.

M/S/U (J. HAYNES, J. FORTE) to MODIFY A.S. DEGREE: REAL ESTATE
MODIFY: REAL ESTATE PROGRAM
Certificate of Achievement: Real Estate Broker 26
Effective: Upon CCCCO Approval (Summer 2020)
MODIFY: Program description, program learning outcomes, program requirements, required courses
Rationale: Program update for periodic review.
M/S/U (J. HAYNES, J. FORTE) to MODIFY CERTIFICATE OF ACHIEVEMENT: REAL ESTATE BROKER

INACTIVATIONS:
(None)

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

INACTIVATE: AUTOBODY COLLISION REPAIR PROGRAM
Skills Recognition Award: Autobody/Refinishing 11
Effective: Upon BOT Approval (Summer 2020)
INACTIVATE
Rationale: This program is no longer needed.
M/S/U (J. HAYNES, J. FORTE) to INACTIVATE SKILLS RECOGNITION AWARD: AUTOBODY/REFINISHING

MODIFY: REAL ESTATE PROGRAM
Skills Recognition Award: Real Estate Salesperson 9-10
Effective: Upon BOT Approval (Summer 2020)
MODIFY: Program description, program learning outcomes, program requirements, required courses, total units
Rationale: Program update for periodic review.
M/S/U (J. HAYNES, J. FORTE) to MODIFY SKILLS RECOGNITION AWARD: REAL ESTATE SALESPERSON

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 - May 2019  L. Senechal
   No Report
2. Academic Senate:  S. Circle
   No Report
X. NEW BUSINESS

Action Items

1. Placement Language  T. Akers-Porter

T. Akers-Porter noted that the advisory language of “or qualification by the MJC assessment process” was outdated and recommended that the advisory language be updated to read “or qualification by the MJC placement process”.

Discussion ensued which included, but was not limited to:

- The pros and cons of changing the advisory language from “assessment” to “placement”
- The impact of changing the advisory language on the:
  - Students
  - MJC catalog and its production
  - eLumen system rollover

B. Adams suggested that the recommendation to change the advisory language from “assessment” to “placement” be taken back to the faculty for their review and comments.

2. OFADM to BIT Proposal  N. Backlund/K. Alavezos

R. Cripe asked if L. Jackson or J. Forte were consulted for potential confusion regarding the Behavioral Intervention Team (B.I.T.) program before considering the course prefix change to BIT. J. Forte noted that although she nor L. Jackson was not contacted she didn’t feel that there would be an issue.

*M/S/U (L. SENECHAL, C. HUDELSON) to adopt the change of the Office Administration program name to Business Information Technology and the prefix from OFADM to BIT.*

3. Sunset List Exemption  J. Richmond

GEOL 160  Introduction to Geology  3

Rationale for Removal from Sunset List: The Geology faculty plan to submit a distance education only proposal for GEOL 160 after the transition from CurricUNET to eLumen. The Geology faculty updated the course outline of record in 2017 and it is currently in compliance. Once the course is approved for distance education, it will likely be scheduled in an online modality to provide access to students who are unable to attend classes on campus. The course meets general education requirements for MJC-GE Area A, CSU-GE Area B1, and IGETC Area 5A. This course is currently approved for C-ID GEOL 100.

*M/S/U (J. RICHMOND, C. HUDELSON) to exempt GEOL 160 from the Sunset List.*

Informational Items

1. ENGR Course Reactivation Proposal  D. Chase/J. Richmond

D. Chase gave a brief explanation for the ENGR Course Reactivation Proposal, highlighting the need for the reactivation, student demand, as well as answering questions.

2. 2018-2019 Sunset List  Curriculum Committee

OUT OF COMPLIANCE COURSES

<table>
<thead>
<tr>
<th>ANSC 215 (Launched)</th>
<th>MUSE 156 (Launched)</th>
<th>PEM 113 (Launched)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMPGR 266 (9/6 agenda)</td>
<td>MUST 132 (Launched)</td>
<td>PEM 114 (Launched)</td>
</tr>
<tr>
<td>ENGL 131 (9/6 agenda)</td>
<td>MUST 134 (Launched)</td>
<td>PEM 140 (Launched)</td>
</tr>
<tr>
<td>ENGL 135 (9/6 agenda)</td>
<td>PEC 160 (Launched inactivation)</td>
<td>PEM 163 (Launched)</td>
</tr>
<tr>
<td>ENGL 136 (9/6 agenda)</td>
<td>PEC 175 (Launched)</td>
<td>PEM 196 (Launched)</td>
</tr>
<tr>
<td>ENGL 137 (9/6 agenda)</td>
<td>PEC 176 (Awaiting Milan's update)</td>
<td>PEW 180 (Launched)</td>
</tr>
<tr>
<td>ENGL 138 (9/6 agenda)</td>
<td>PEC 183 (9/6 agenda)</td>
<td>RSCR 220 (Awaiting)</td>
</tr>
<tr>
<td>ENGL 169 (9/6 agenda)</td>
<td>PEC 184</td>
<td>SOCIO 101 (Launched)</td>
</tr>
<tr>
<td>MUSA 122 (Launched)</td>
<td>PEC 192 (Launched)</td>
<td></td>
</tr>
<tr>
<td>MUSA 124 (Launched)</td>
<td>PEM 112 (Launched)</td>
<td></td>
</tr>
</tbody>
</table>
Note: Out of compliance courses in “9/6 agenda” status will be removed from the Sunset list upon Curriculum Committee approval of the course update or inactivation.

COURSES NOT OFFERED IN THE LAST TWO ACADEMIC YEARS / LAST DATE OFFERED PROVIDED

<table>
<thead>
<tr>
<th>Course</th>
<th>Offered</th>
<th>Inactivated</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOL 160</td>
<td>(SP 2011)</td>
<td></td>
</tr>
<tr>
<td>PEC 160</td>
<td>(SP 2015/Launched inactivation)</td>
<td>PEW 180 (FA 2014)</td>
</tr>
<tr>
<td>PEA 108</td>
<td>(FA 2014)</td>
<td></td>
</tr>
<tr>
<td>PEC 190</td>
<td>(SP 2016/Launched inactivation)</td>
<td>PEM 141X (SU 2008)</td>
</tr>
<tr>
<td>PEC 135</td>
<td>(SP 2012/Launched inactivation)</td>
<td></td>
</tr>
<tr>
<td>PEM 141X</td>
<td>(SU 2008)</td>
<td></td>
</tr>
</tbody>
</table>

Note: GEOL 160 will be removed from the list after approval of the requested exemption.

B. Adams referred to the 2018-2019 Sunset List and noted that a number of them were taken care of on this agenda and others have been launched.

XI. UNFINISHED BUSINESS

Action Items

1. Curriculum Review Process

   S. Circle

   B. Adams noted that S. Circle would be taking the lead on the Curriculum Review Process sub-committee. B. Adams commented that with S. Circle’s position on the Academic Senate this was a logical move.

Informational Items

(None)

XII. PUBLIC COMMENT

M/S/U (E. MAKI, R. CRIPE) to adjourn at 2:24 PM