I. APPROVAL OF ORDER OF AGENDA

Hearing no objections, the order of the agenda was approved as stated, with the request to accommodate guest and committee members needing to leave early.

II. APPROVAL OF MINUTES

March 28, 2017

Hearing no objections, the minutes of March 28, 2017 were approved as stated.

III. COURSE NOTIFICATION AGENDA

CCCO Course Approvals
(None)

Course Activity Report
(None)

C-ID Approvals
(None)

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

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

Upon submission to the Chancellor’s Office of the Proficiency in Arithmetic and Proficiency in Pre-Algebra Certificates of Competency that are set to be approved at today’s meeting, the following courses will also be submitted to the state as a non-substantial course change due to the need for a change to the course classification status (CB11/change to enhanced funding) and program status (CB24/change to program applicable):

- MATH 911
- MATH 912
- MATH 913
- MATH 921
- MATH 922
- MATH 923
- MATH 924

V. COURSE DISCUSSION AGENDA

**INACTIVATIONS:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Type</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 178C</td>
<td>Advanced Photography</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>CCCCO Proposal Type: Inactivation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Effective: Summer 2018</td>
<td></td>
</tr>
<tr>
<td></td>
<td>INACTIVATE</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rationale: Course no longer taught as part of the curriculum.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Program Impact:</td>
<td></td>
</tr>
<tr>
<td></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></td>
</tr>
<tr>
<td></td>
<td><strong>M/S/U (R. CRYPE, L. MILLER) to INACTIVATE ART 178C</strong></td>
<td></td>
</tr>
<tr>
<td>CMPET 212</td>
<td>Digital Principles and Circuits</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>CCCCO Proposal Type: Inactivation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Effective: Summer 2018</td>
<td></td>
</tr>
<tr>
<td></td>
<td>INACTIVATE</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rationale: Course is not being offered.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Program Impact:</td>
<td></td>
</tr>
<tr>
<td></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></td>
</tr>
<tr>
<td></td>
<td><strong>M/S/U (R. CRYPE, L. MILLER) to INACTIVATE CMPET 212</strong></td>
<td></td>
</tr>
</tbody>
</table>
MODIFICATIONS:

CHEM 143  
**Introductory College Chemistry**

**CCCCO Proposal Type:** Non-Substantial  
**Effective:** Summer 2018, [Expedited](#) (Requesting Fall 2017)

**NOTE:** The Instruction Office has overridden the request for FALL 2017 implementation because scheduling deadlines passed (October 2016), and this course will require both YCCD Board of Trustees approval as well as CCCCO approval prior to any scheduling taking place.

**Rationale for Expedited Approval:** The non-STEM course offerings in mathematics begin Summer 2017.

**MODIFY:** Enrollment restrictions, typical assignments, textbooks  
**Rationale:** The math prerequisite is being updated.

**Enrollment Restrictions:** Removing: (P) Satisfactory completion of MATH 30 or qualification by the MJC assessment process. Requesting: (P) Satisfactory completion of MATH 30 or MATH 89 or qualification by the MJC assessment process.

**Distance Education Status:** Maintaining: Mixed modalities/hybrid  
**Materials Fee Status:** (None)

**Articulation Status:** Transfers to CSU and UC; (CC CHEM 14 + 14L)

**C-ID Status:** Approved for: ([C-ID CHEM 101](#))

**General Education Status:** Approved for: (MJC-GE: A), (CSU-GE: B1, B3), ([IGETC: 5A, 5C](#))

**Program Impact:**
- Agriculture Animal Sciences AS-T Degree
- Agriculture Business AS-T Degree (pending)
- Agriculture Plant Science AS-T Degree (pending)
- Athletic Training/Sports Medicine A.S. Degree
- CSU General Education Pattern Certificate of Achievement
- General Studies, Emphasis in Natural Sciences A.A. Degree
- IGETC Pattern Certificate of Achievement
- Kinesiology AA-T Degree
- MJC-GE Pattern
- Respiratory Care A.S. Degree

M/S/U (R. CRIPE, L. MILLER) to MODIFY CHEM 143

M/S/U (R. CRIPE, L. MILLER) to MODIFY REQUISITES for CHEM 143

M/S/U (H. DUARTE, N. SILL) to MAINTAIN DE for CHEM 143

M/S/U (J. HAYNES, T. AKERS-PORTER) to MAINTAIN PLACEMENT of CHEM 143 on GE PATTERN(S)
**CMPET 210**

Intermediate PC Servicing w/ A+ Certification Training

**CCCCO Proposal Type:** Non-Substantial

**Effective:** Summer 2018

**MODIFY:** Enrollment restrictions, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills

**Rationale:** Course compliance and to update to meet current curriculum standards.

**Enrollment Restrictions:** Removing: (P) Satisfactory completion of CMPET 206 or CMPET 214; Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete CMPET 206.

**Distance Education Status:** (None)

**Materials Fee Status:** Maintaining fee of $40.00

**Articulation Status:** Transfers to CSU

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

**General Education Status:** (None)

**Program Impact:**
- Computer Electronics A.S. Degree
- Computer Electronics Certificate of Achievement
- Computer Network Technician Certificate of Achievement

M/S/U (R. CRIPE, L. MILLER) to MODIFY CMPET 210

M/S/U (R. CRIPE, L. MILLER) to MODIFY REQUISITES for CMPET 210

M/S/U (R. CRIPE, S. CASSIDY) to MAINTAIN FEE for CMPET 210

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**EMS 391**

EMT 1 - Refresher Course

**CCCCO Proposal Type:** Non-Substantial

**Effective:** Summer 2018

**MODIFY:** Enrollment restrictions, field trips, materials fee, outcomes, content, typical assignments, requisite skills, methods of evaluation, methods of instruction

**Rationale:** Course is being modified for course compliance.

**Enrollment Restrictions:** Removing: (P) Satisfactory completion of EMS 390 with a minimum grade of C or better OR equivalent course with a minimum grade of C or better Must possess an EMT-1 certification; Requesting: (P) Satisfactory completion of EMS 390; Requesting: (L) Enrollment limited to students who possess an EMT-1 certification.

**Distance Education Status:** (None)

**Materials Fee Status:** Requesting fee of $5.00

**Articulation Status:** Not transferable

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

**General Education Status:** (None)

**Program Impact:**
- Fire Science A.S. Degree
- Fire Science Certificate of Achievement

EMS 391, EMS 311, and EMS 312 pulled as a block for discussion by S. Berger who commented on the wording of Methods of Instruction (MOI) item # 5 (on EMS 391), which was edited to read "Orchestrate simulation scenarios. In simulation scenarios, students have the opportunity to role-play as medical providers, patients, allied agency representatives, and bystanders." In addition, item #6 (on EMS 311 and EMS 312), was edited to read, "Orchestrate simulation scenarios. In simulation scenarios, students have the opportunity to act as medical provider, patient, and allied agency / bystanders."

M/S/U (R. CRIPE, L. MILLER) to MODIFY EMS 391

M/S/U (R. CRIPE, L. MILLER) to MODIFY REQUISITES for EMS 391

M/S/U (R. CRIPE, S. CASSIDY) to ADOPT FEE for EMS 391
MACH 200DE  Introduction to Manual Machining  4-5  
(Previously MACH 211DE)  
CCCCCO Proposal Type: Non-Substantial  
Effective: Summer 2018  
**MODIFY:** Number, title, enrollment restrictions, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills  
**Rationale:** Course update for periodic review and number change.  
**Enrollment Restrictions:** Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete MATH 19 or MATH 20 or qualification by the MJC assessment process.  
**Distance Education Status:** (None)  
**Materials Fee Status:** Increasing fee from $25.00 to $35.00  
**Articulation Status:** Transfers to CSU  
**C-ID Status:** (None)  
**General Education Status:** (None)  
**Program Impact:**  
- Basic Machining Skills Recognition Award (formerly CNC Operator)  
- Machine Tool Technology A.S. Degree  
- Machine Tool Technology Certificate of Achievement (formerly Machine Tool Technology 1)  
- Maintenance Machinist Certificate of Achievement (formerly Maintenance Machinist 2)  
- Industrial Arts A.S. Degree (In process)  

**M/S/U (R. CRIPE, L. MILLER) to MODIFY**  
**MACH 200DE**  

**M/S/U (R. CRIPE, L. MILLER) to MODIFY REQUISITES for MACH 200DE** with the addition of MATH 19.  
T. Akers-Porter requested that MATH 19 be added to the course advisory for MACH 200DE, which was approved by the MACH faculty.

MACH 201CD  Manual Machining 2  3-4  (Previously 4-5)  
(Previously MACH 212DE)  
CCCCCO Proposal Type: Substantial  
Effective: Upon CCCCO approval (Summer 2018)  
**MODIFY:** Number, variable, title, units, enrollment restrictions, hours, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills  
**Rationale:** Course update for periodic review, course number change, and unit value change.  
**Enrollment Restrictions:** Removing: (P) Satisfactory completion of MACH 211DE or MACH 301; Requesting: (P) Satisfactory completion of MACH 200DE.  
**Distance Education Status:** (None)  
**Materials Fee Status:** Increasing fee from $31.50 to $35.00  
**Articulation Status:** Transfers to CSU  
**C-ID Status:** (None)  
**General Education Status:** (None)  
**Program Impact:**  
- Machine Tool Technology Certificate of Achievement (formerly Machine Tool Technology 1)  
- Machine Tool Technology A.S. Degree  
- Maintenance Machinist Certificate of Achievement (formerly Maintenance Machinist 2)  

**M/S/U (R. CRIPE, L. MILLER) to MODIFY**  
**MACH 201CD**  

**M/S/U (R. CRIPE, L. MILLER) to MODIFY REQUISITES for MACH 201CD**  

**M/S/U (R. CRIPE, S. CASSIDY) to INCREASE FEE for MACH 200DE**
<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>CCCCO Proposal Type</th>
<th>Units</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>C-ID Status</th>
<th>General Education Status</th>
<th>Program Impact</th>
</tr>
</thead>
</table>
| MACH 202CD | Manual Machining 3                                    | Substantial        | 3-4   | (Previously 4)  | Course updated for periodic review, course number change, and course unit change | Removing: (P) Satisfactory completion of MACH 212DE or MACH 302; Requesting: (P) Satisfactory completion of MACH 201CD. | Maintaining: Mixed modalities/hybrid                       | Increasing fee from $30.00 to $35.00 | Transfers to CSU  | (None)           | (None)      | (None)                | - Machine Tool Technology Certificate of Achievement (formerly Machine Tool Technology 1)  
|          |                                                       |                     |       |                 | Rationale: Course update for periodic review and course number change.    |                                                             |                           |                     |                    |             |                      | - Machine Tool Technology A.S. Degree  
|          |                                                       |                     |       |                 | Rationale: Course update for periodic review and course number change.    |                                                             |                           |                     |                    |             |                      | - Maintenance Machinist Certificate of Achievement (formerly Maintenance Machinist 2)  
|          |                                                       |                     |       |                 | Modify: Number, title, units, enrollment restrictions, hours, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills |                                                             |                           |                     |                    |             |                      | Modify: Number, title, units, enrollment restrictions, hours, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills | Modify: Number, title, units, enrollment restrictions, hours, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills |
| MACH 205 | Intro to CNC Machining                                 | Non-Substantial     | 2     | Summer 2018     | Rationale: Course update for periodic review and course number change.    | Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete MACH 211DE or satisfactorily complete MACH 301 or have a working knowledge of the use of manually operated metal cutting lathes and milling machines and be able to use a micrometer to measure to within .001 inch; Requesting: (A) Before enrolling in this course, students are strongly advised to have a working knowledge of Manual or CNC Machine Tools and have experience in the use of precision measuring tools (Micrometers, Vernier Caliper, Etc.). | (None)                    | Increasing fee from $22.00 to $30.00 | Transfers to CSU  | (None)           | (None)      | (None)                | - Basic Machining Skills Recognition Award (formerly CNC Operator)  
|          |                                                       |                     |       |                 | Modify: Number, title, enrollment restrictions, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills |                                                            |                           |                     |                    |             |                      | - CNC Machinist Skills Recognition Award (formerly CNC Programmer)  
|          |                                                       |                     |       |                 | Modify: Number, title, enrollment restrictions, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills |                                                            |                           |                     |                    |             |                      | - Machine Tool Technology Certificate of Achievement (formerly Machine Tool Technology 1)  
|          |                                                       |                     |       |                 | Modify: Number, title, enrollment restrictions, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills |                                                            |                           |                     |                    |             |                      | - Machine Tool Technology A.S. Degree  
|          |                                                       |                     |       |                 | Modify: Number, title, enrollment restrictions, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills |                                                            |                           |                     |                    |             |                      | - Maintenance Machinist Certificate of Achievement (formerly Maintenance Machinist 2)  
|          |                                                       |                     |       |                 | Modify: Number, title, enrollment restrictions, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills |                                                            |                           |                     |                    |             |                      | - Maintenance Operator Skills Recognition Award (formerly Maintenance Machinist 1)  
|          |                                                       |                     |       |                 | Modify: Number, title, enrollment restrictions, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills |                                                            |                           |                     |                    |             |                      | Modify: Number, title, enrollment restrictions, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills | Modify: Number, title, enrollment restrictions, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills |
MACH 206  
CNC Lathe Programming  
(Previously MACH 218)

CCCCO Proposal Type: Substantial  
Effective: Upon CCCCO approval (Summer 2018)  
MODIFY: Number, title, units, enrollment restrictions, hours, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills  
Rationale: Course updated for periodic review, course number change, and unit value change.  
Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to have previous machining experience using manual or CNC lathes; Requesting: (A) Before enrolling in this course, students are strongly advised to have previous machining experience setting up and/or operating a CNC machine and satisfactorily complete MATH 19 or MATH 20 or qualification by the MJC assessment process.  
Distance Education Status: Maintaining: Mixed modalities/hybrid  
Materials Fee Status: Increasing fee from $10.00 to $25.00  
Articulation Status: Transfers to CSU  
C-ID Status: (None)  
General Education Status: (None)  
Program Impact:  
- CNC Machinist Skills Recognition Award (formerly CNC Programmer)  
- Computer Electronics A.S. Degree  
- Computer Electronics Certificate of Achievement  
- Machine Tool Technology A.S. Degree  
- Machine Tool Technology Certificate of Achievement (formerly Machine Tool Technology 1)  

MACH 206 and MACH 207 pulled as a block for discussion by N. Sill who noted that the course titles of the comparable courses didn't seem to align with CNC programming. L. Miller mentioned that the Comparable Course Workgroup was still working on the new criteria for the comparable courses field in CurricUNET, therefore didn't recommend pulling the course. B. Adams indicated that because of multiple course factors sometime finding two CSU comparable courses isn’t an appropriate response to give.

N. Sill questioned if there was a process in place when an existing course load value is changed because of a change in course unit value. B. Adams answered that if the Curriculum Committee determines that the course doesn’t have validation for the change in units then the “Course Justification Proposal Form” is filled out, consequently the justification form is then reviewed by the committee and a recommendation is based on the submitted criteria.

N. Sill recommended that a justification for unit change be included in the course modification rationale. B. Adams mentioned that other MACH course units dropped, nevertheless among the submitted MACH courses the total units remained about the same. R. Thoe noted that the unit change for MACH 206 and MACH 207 was because of technical advancements in the machinist industry and the need for additional instruction for the student’s comprehension of the course material.

M/S/U (R. CRIPE, T. AKERS-PORTER) to MODIFY MACH 206  
M/S/U (R. CRIPE, L. MILLER) to MODIFY REQUISITES for MACH 206 with the addition of MATH 19. T. Akers-Porter requested that MATH 19 be added to the course advisory for MACH 206, which was approved by the MACH faculty.

M/S/U (H. DUARTE, N. SILL) to MAINTAIN DE for MACH 206  
M/S/U (R. CRIPE, S. CASSIDY) to INCREASE FEE for MACH 206
MACH 207  
CNC Mill Programming  
(Previously MACH 219)  

CCCCO Proposal Type: Substantial  

Effective: Upon CCCCO approval (Summer 2018)  

MODIFY: Number, title, units, enrollment restrictions, hours, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills  

Rationale: Course update for periodic review, course number change, and unit value change.  

Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete courses or training that have provided them with experience in the use of manual or CNC milling machines; Requesting: (A) Before enrolling in this course, students are strongly advised to have previous machining experience in setting up and/or operating a CNC machine and satisfactorily complete MATH 19 or MATH 20 or qualification by the MJC assessment process.  

Distance Education Status: Maintaining: Mixed modalities/hybrid  

Materials Fee Status: Increasing fee from $10.00 to $25.00  

Articulation Status: Transfers to CSU  

C-ID Status: (None)  

General Education Status: (None)  

Program Impact:  
- CNC Machinist Skills Recognition Award (formerly CNC Programmer)  
- Computer Electronics A.S. Degree  
- Computer Electronics Certificate of Achievement  
- Machine Tool Technology Certificate of Achievement (formerly Machine Tool Technology 1)  
- Machine Tool Technology A.S. Degree  

MACH 206 and MACH 207 pulled as a block for discussion by N. Sill. (See remarks on MACH 206)  
M/S/U (R. CRIPE, T. AKERS-PORTER) to MODIFY MACH 207  
M/S/U (R. CRIPE, L. MILLER) to MODIFY REQUISITES for MACH 207 with the addition of MATH 19.  
T. Akers-Porter requested that MATH 19 be added to the course advisory for MACH 207, which was approved by the MACH faculty.  
M/S/U (H. DUARTE, N. SILL) to MAINTAIN DE for MACH 207  
M/S/U (R. CRIPE, S. CASSIDY) to INCREASE FEE for MACH 207
MACH 208  Computer Aided Manufacturing  2
(Previously MACH 220)
CCCGO Proposal Type: Non-Substantial
Effective: Summer 2018
MODIFY: Number, title, enrollment restrictions, materials fee, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills
Rationale: Course update for periodic review. Updated software utilized for class lecture and lab as well as title of course.
Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to be familiar with basic metal cutting practices, machine tool setup, and calculation of cutting tool speeds and feeds as encountered in the operation of manual lathes and milling machines; and have a working knowledge in the operation of personal computers; and have a basic understanding of formatting, structure, and codes used in the Word Address Format system of CNC programming;
Requesting: (A) Before enrolling in this course, students are strongly advised to be familiar with basic metal cutting practices, machine tool setup, and calculation of cutting tool speeds and feeds and have a working knowledge in the operation of personal computers and have a basic understanding of formatting, structure, and codes used in standard G & M code CNC programming format.
Distance Education Status: (None)
Materials Fee Status: Increasing fee from $15.00 to $25.00
Articulation Status: Transfers to CSU
C-ID Status: (None)
General Education Status: (None)
Program Impact:
- CNC Machinist Skills Recognition Award (formerly CNC Programmer)
- Computer Electronics A.S. Degree
- Computer Electronics Certificate of Achievement
- Machine Tool Technology A.S. Degree
- Machine Tool Technology Certificate of Achievement (formerly Machine Tool Technology 1)
M/S/U (R. CRIPE, L. MILLER) to MODIFY MACH 208
M/S/U (R. CRIPE, L. MILLER) to MODIFY REQUISITES for MACH 208
M/S/U (R. CRIPE, S. CASSIDY) to INCREASE FEE for MACH 208

MACH 209  Advanced CNC Machine Operations  3
(Previously MACH 223)
CCCGO Proposal Type: Non-Substantial
Effective: Summer 2018
MODIFY: Number, enrollment restrictions, materials fee, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills
Rationale: Updating course for periodic review.
Enrollment Restrictions: Removing: (P) Satisfactory completion of MACH 222; Requesting: (P) Satisfactory completion of MACH 205.
Distance Education Status: (None)
Materials Fee Status: Increasing fee from $10.00 to $25.00
Articulation Status: Transfers to CSU
C-ID Status: (None)
General Education Status: (None)
Program Impact:
- CNC Machinist Skills Recognition Award (formerly CNC Programmer)
- Machine Tool Technology A.S. Degree
- Machine Tool Technology Certificate of Achievement (formerly Machine Tool Technology 1)
MACH 209 pulled for discussion by T. Guy who noticed there was no information listed in the Comparable Courses field for MACH 209. R. Thoe noted that CSU Stanislaus and CSU Los Angeles, which were listed on other MACH courses, were also suitable for MACH 209. With the approval of the MACH faculty, B. Adams added the two CSUs to the Comparable Courses field.
M/S/U (R. CRIPE, T. GUY) to MODIFY MACH 209
M/S/U (R. CRIPE, L. MILLER) to MODIFY REQUISITES for MACH 209
M/S/U (R. CRIPE, S. CASSIDY) to INCREASE FEE for MACH 209
MACH 357  
Machine Trades Print Reading  
CCCO Proposal Type: Non-Substantial  
Effective: Summer 2018  
MODIFY: Enrollment restrictions, content, typical assignments, methods of instruction, methods of evaluation, textbooks  
Rationale: Updating course for periodic review.  
Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to have a basic working knowledge of personal computers and have the ability to add, subtract, multiply, and divide numbers and have a working knowledge of the English language as applied to manufacturing processes; Requesting: (A) Before enrolling in this course, students are strongly advised to have the ability to add, subtract, multiply, and divide numbers and have a working knowledge of the English language as applied to manufacturing processes.  
Distance Education Status: Maintaining: Mixed modalities/hybrid  
Materials Fee Status: (None)  
Articulation Status: Not transferable  
C-ID Status: (None)  
General Education Status: (None)  
Program Impact:  
- Basic Machining Skills Recognition Award (formerly CNC Operator)  
- CNC Machinist Skills Recognition Award (formerly CNC Programmer)  
- Machine Tool Technology Certificate of Achievement (formerly Machine Tool Technology 1)  
- Machine Tool Technology A.S. Degree  
- Maintenance Machinist Certificate of Achievement (formerly Maintenance Machinist 2)  
- Maintenance Operator Skills Recognition Award (formerly Maintenance Machinist 1)  
M/S/U (R. CRIPÉ, L. MILLER) to MODIFY MACH 357  
M/S/U (R. CRIPÉ, L. MILLER) to MODIFY REQUISITES for MACH 357  
M/S/U (H. DUARTE, N. SILL) to MAINTAIN DE for MACH 357

MACH 395AB  
Advanced Mach Tool Technology Lab  
CCCO Proposal Type: Non-Substantial  
Effective: Summer 2018  
MODIFY: Enrollment restrictions, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, requisite skills  
Rationale: Updating course for periodic review.  
Enrollment Restrictions: Removing: (P) Satisfactory completion of MACH 211DE or MACH 301 or MACH 218 or MACH 219 or MACH 220 or MACH 222; Requesting: (P) Satisfactory completion of MACH 200DE or MACH 205 or MACH 206 or MACH 207.  
Distance Education Status: (None)  
Materials Fee Status: (None)  
Articulation Status: Not transferable  
C-ID Status: (None)  
General Education Status: (None)  
Program Impact:  
- Machine Tool Technology Certificate of Achievement (formerly Machine Tool Technology 1)  
- Machine Tool Technology A.S. Degree  
M/S/U (R. CRIPÉ, L. MILLER) to MODIFY MACH 395AB  
M/S/U (R. CRIPÉ, L. MILLER) to MODIFY REQUISITES for MACH 395AB
MUSA 142  Guitar 2

CCCCO Proposal Type: Non-Substantial
Effective: Summer 2018

MODIFY Title, enrollment restrictions, hours, field trips, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills
Rationale: Currency and Catalog Description modifications.
Enrollment Restrictions: Removing: (P) Satisfactory completion of MUSA 141; Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete MUSA 141 and students should own or have access to an acoustic guitar (not solid body).
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:
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 (T. GUY, R. CRIPRE) to withdraw course by division representative, T. Guy

MUSA 143  Guitar 3

CCCCO Proposal Type: Non-Substantial
Effective: Summer 2018

MODIFY Title, enrollment restrictions, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills
Rationale: Course Catalog Description modification, currency and Departmental Conformity in forms.
Enrollment Restrictions: Removing: (P) Satisfactory completion of MUSA 141; Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete MUSA 141; Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete MUSA 142 and students should own or have access to an acoustic guitar (not solid body).
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:
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 (T. GUY, R. CRIPRE) to withdraw course by division representative, T. Guy
MUSA 144  Guitar 4

CCCCO Proposal Type: Non-Substantial
Effective: Summer 2018
MODIFY: Title, enrollment restrictions, description, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills
Rationale: Catalog description update, currency and course name change.
Enrollment Restrictions: Removing: (P) Satisfactory completion of MUSA 141; Removing: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete MUSA 142 or MUSA 143;
Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete MUSA 143 and students should own or have access to an acoustic guitar (not solid body).
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:
- 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 (T. GUY, R. CRIPÉ) to withdraw course by division representative, T. Guy

MUSA 153  Applied Vocal Repertoire 1

CCCCO Proposal Type: Non-Substantial
Effective: Summer 2018
MODIFY: Hours, description, objectives, content, typical assignments, methods of evaluation, textbooks
Rationale: Course is being updated for periodic review and to convert modality from lab to lecture.
Enrollment Restrictions: Maintaining: (L) Enrollment limited to students who successfully pass an audition.
Distance Education Status: (None)
Materials Fee Status: (None)
Articulation Status: Transfers to CSU and UC; (CC MUSIC 39)
C-ID Status: Approved for: (C-ID MUS 160)
General Education Status: Approved for: (MJC Activities)
Program Impact:
- Music AA-T Degree
- Music A.A. Degree
M/S/U (R. CRIPÉ, L. MILLER) to MODIFY MUSA 153
M/S/U (R. CRIPÉ, L. MILLER) to MAINTAIN REQUISITES for MUSA 153
M/S/U (S. CASSIDY, T. AKERS-PORTR) to MAINTAIN PLACEMENT of MUSA 153 on MJC ACTIVITIES
MUSA 154  Applied Vocal Repertoire 2  1
CCCO Proposal Type: Non-Substantial
Effective: Summer 2018
MODIFY: Objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills
Rationale: Course is being updated for periodic review.
Enrollment Restrictions: Maintaining: (P) Satisfactory completion of MUSA 153; Maintaining: (L) Enrollment limited to students who successfully pass an audition.
Distance Education Status: (None)
Materials Fee Status: (None)
Articulation Status: Transfers to CSU and UC; (CC MUSIC 56)
C-ID Status: Approved for: (C-ID MUS 160)
General Education Status: Approved for: (MJC Activities)
Program Impact:
- Music AA-T Degree
- Music A.A. Degree
M/S/U (R. CRipe, L. MILLER) to MODIFY MUSA 154
M/S/U (R. CRipe, L. MILLER) to MAINTAIN REQUISITES for MUSA 154
M/S/U (S. CASSIDY, T. AKERS-PORTER) to MAINTAIN PLACEMENT of MUSA 154 on MJC ACTIVITIES

MUSE 861  Community Orchestra  0
CCCO Proposal Type: Non-Substantial
Effective: Summer 2018
MODIFY: Enrollment restrictions, description, outcomes, objectives, content, typical assignments, methods of instruction, methods of evaluation, textbooks, requisite skills
Rationale: Updated for compliance.
Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to previous experience in Instrumental Music; Requesting: (A) Before enrolling in this course, students are strongly advised to have previous experience in Instrumental Music.
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. CRipe, L. MILLER) to MODIFY MUSE 861
M/S/U (R. CRipe, L. MILLER) to MODIFY REQUISITES for MUSE 861
**NEW COURSES:**

EMS 311  
**Paramedic Theory 1**

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

**Rationale:** New course offering and in alignment with newly established CCCCO C-ID.

**Enrollment Restrictions:** Requesting: (P) Satisfactory completion of ANAT 125 or PHYSO 101; Requesting: (C) Concurrent enrollment in EMS 312; Requesting: (A) Before enrolling in this course, students are strongly advised to have at least one year full-time EMT work experience or equivalent, complete a college level Medical terminology course, satisfactorily complete ENGL 101 or qualification by the MJC assessment process and satisfactorily complete MATH 89 or MATH 90 or qualification by the MJC assessment process and complete offered Paramedic preparatory course(s) when available; Requesting: (L) Enrollment limited to a) Current EMT Certification or NREMT registration, b) Possess a current basic cardiac life support (CPR) card equivalent to the current American Heart Association’s Guidelines for cardiopulmonary resuscitation and Emergency Cardiovascular Care at the healthcare provider level, c) Possess a high school diploma or general education equivalent, d) Complete a pre-enrollment EMS written and skills assessment test.

**Distance Education Status:** (None)

**Materials Fee Status:** Requesting fee of $1,000.00

**Articulation Status:** Not transferable

**C-ID Status:** Requesting: (C-ID EMS-PM 100X)

**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).

**EMS 391, EMS 311, and EMS 312 pulled as a block for discussion by S. Berger.** (See remarks on EMS 391)

**M/S/U (R. CRIPPE, L. MILLER) to ADOPT EMS 311**

**M/S/U (R. CRIPPE, L. MILLER) to ADOPT REQUISITES for EMS 311**

L. Miller recommended that “students who have” be added to the Limitations on Enrollment (LOE). R. Cripe stated that the LOE was taken from the new C-ID Descriptor. B. Adams noted that if “students who have” needs to be added to the LOE for catalog or stylist purposes it will be noted as a consent item on a future agenda.

**M/S/U (R. CRIPPE, S. CASSIDY) to ADOPT FEE for EMS 311**

R. Cripe elaborated on the materials needed for EMS 311 and EMS 312, which included:

- A preloaded tablet that the students keep with them throughout their training, which includes:
  - Textbooks
  - All the skills worksheets needed
  - Required requisites for each course, location, and agency
  - A 2-year subscription update to any new material
- Department of Transportation (DOT) required uniforms (specific shirts, pants, and steel-toed boots)
- Required field and lab equipment
- Miscellaneous equipment and supplies needed throughout the EMS program
EMS 312  Paramedic Lab 1  4

CCC CO Proposal Type: New Credit Course
Effective: Upon CCC CO approval
ADOPT
Rationale: New course offering and in alignment with newly established CCC CO C-ID.
Enrollment Restrictions: Requesting: (C) Concurrent enrollment in EMS 311.
Distance Education Status: (None)
Materials Fee Status: Requesting fee of $500.00
Articulation Status: Not transferable
C-ID Status: Requesting: (C-ID EMS-PM 102X)
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).

EMS 391, EMS 311, and EMS 312 pulled as a block for discussion by S. Berger. (See remarks on EMS 391)
M/S/U (R. CRIPE, L. MILLER) to ADOPT EMS 312
M/S/U (R. CRIPE, L. MILLER) to ADOPT REQUISITES for EMS 312
M/S/U (R. CRIPE, S. CASSIDY) to ADOPT FEE for EMS 312

R. Cripe elaborated on the materials needed for EMS 311 and EMS 312. (See remarks on EMS 311)

DE (Distance Education) Only Proposals

(None)

VI. PROGRAM NOTIFICATION AGENDA

Program Activity

(None)

CCC CO Program Approvals: New/Substantial Change

(None)

Regional Consortium CTE Program Approvals: New/Substantial Change

(None)

ACCJC Program Approvals: New/Substantial Change

(None)

ACCJC DE Substantive Change Proposal Needed

(None)

Program learning outcomes for the following programs were modified in CurricUNET

(None)
VII. PROGRAM CONSENT AGENDA

(None)

VIII. PROGRAM DISCUSSION AGENDA

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

ADOPT:

PUBLIC HEALTH SCIENCE PROGRAM
A.S.-T Degree: Public Health Science 32-33
Effective: Upon CCCCO and ACCJC Approval
ADOPT
Rationale: This program is being developed to offer students the opportunity to earn an Associate for Transfer Degree in Public Health Science, a recent addition to the AD-T offerings of the CCCCO.
M/S/U (T. AKERS-PORTER, S. CASSIDY) to ADOPT A.S.-T DEGREE: PUBLIC HEALTH SCIENCE

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

ADOPT:

MATHEMATICS NONCREDIT PROGRAM
Certificate of Competency: Proficiency in Arithmetic 0
Effective: Upon CCCCO and ACCJC Approval
ADOPT
Rationale: This sequence forms the basis for a certificate that meets the requirements of Career Development College Preparation (CDCP). The Certificate of Competency will provide basic arithmetic skills necessary for students to be competitive in the workforce as well as preparing the student for Pre-Algebra coursework.
M/S/U (T. AKERS-PORTER, R. CRIPE) to ADOPT CERTIFICATE OF COMPETENCY: PROFICIENCY IN ARITHMETIC

ADOPT:

MATHEMATICS NONCREDIT PROGRAM
Certificate of Competency: Proficiency in Pre-Algebra 0
Effective: Upon CCCCO and ACCJC Approval
ADOPT
Rationale: This sequence forms the basis for a certificate that meets the requirements of Career Development College Preparation (CDCP). The Certificate of Competency will provide basic Pre-Algebra skills necessary for students to be competitive in the workforce as well as preparing the student for beginning algebra coursework.
M/S/U (T. AKERS-PORTER, R. CRIPE) to ADOPT CERTIFICATE OF COMPETENCY: PROFICIENCY IN PRE-ALGEBRA

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 CCCC0 Approval (Formerly the CCC-511)

**MODIFICATIONS:**

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>UNITS</th>
<th>RATIONALE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BUSINESS ADMINISTRATION PROGRAM</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>A.S.-T Degree:</strong> Business Administration</td>
<td>27-28</td>
<td>Award is being modified to reflect the removal of CSCI 201 and the addition of CSCI 220.</td>
</tr>
<tr>
<td><strong>Effective:</strong></td>
<td></td>
<td>Upon CCCC0 Approval</td>
</tr>
<tr>
<td><strong>MODIFY:</strong> Required courses, list A, list B</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Rationale:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>M/S/U (T. AKERS-PORTER, R. CRIPÉ)</strong> to MODIFY A.S.-T DEGREE: BUSINESS ADMINISTRATION</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>COMMUNICATION STUDIES PROGRAM</strong></td>
<td>21</td>
<td></td>
</tr>
<tr>
<td><strong>A.A. Degree:</strong> Communication Studies</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Effective:</strong></td>
<td></td>
<td>Upon CCCC0 Approval</td>
</tr>
<tr>
<td><strong>MODIFY:</strong> Electives</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Rationale:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>M/S/U (T. AKERS-PORTER, R. CRIPÉ)</strong> to MODIFY A.A. DEGREE: COMMUNICATION STUDIES</td>
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<td></td>
</tr>
<tr>
<td><strong>GENERAL STUDIES PROGRAM</strong></td>
<td></td>
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</tr>
<tr>
<td><strong>A.A. Degree:</strong> General Studies, Emphasis in Humanities</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td><strong>Effective:</strong></td>
<td></td>
<td>Upon CCCC0 Approval</td>
</tr>
<tr>
<td><strong>MODIFY:</strong> Required courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Rationale:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>M/S/U (T. AKERS-PORTER, R. CRIPÉ)</strong> to MODIFY A.A. DEGREE: GENERAL STUDIES, EMPHASIS IN HUMANITIES</td>
<td></td>
<td></td>
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<tr>
<td><strong>GENERAL STUDIES PROGRAM</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>A.A. Degree:</strong> General Studies, Emphasis in Language and Rationality</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td><strong>Effective:</strong></td>
<td></td>
<td>Upon CCCC0 Approval</td>
</tr>
<tr>
<td><strong>MODIFY:</strong> Required courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Rationale:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>M/S/U (R. CRIPÉ, N. SILL)</strong> to MODIFY A.A. DEGREE: GENERAL STUDIES, EMPHASIS IN LANGUAGE AND RATIONALITY with the removal of ENGL 100.</td>
<td></td>
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</tr>
<tr>
<td><strong>MACHINE TOOL TECHNOLOGY PROGRAM</strong></td>
<td></td>
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</tr>
<tr>
<td><strong>A.S. Degree:</strong> Machine Tool Technology</td>
<td>29-33</td>
<td>(Previously 30)</td>
</tr>
<tr>
<td><strong>Effective:</strong></td>
<td></td>
<td>Upon CCCC0 Approval</td>
</tr>
<tr>
<td><strong>MODIFY:</strong> Total units, PLOs, program requirements, required courses, electives</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Rationale:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>M/S/U (T. AKERS-PORTER, R. CRIPÉ)</strong> to MODIFY A.S. DEGREE: MACHINE TOOL TECHNOLOGY</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
MODIFY:

MACHINE TOOL TECHNOLOGY PROGRAM
Certificate of Achievement: Machine Tool Technology 29-33 (Previously 15-17)
Effective: Upon CCCCO Approval
MODIFY: Total units, title, PL0s, program requirements, required courses, electives
Rationale: Machine Tool Technology Spring 2017 update to reflect current industry needs and new course numbering system.
M/S/U (T. AKERS-PORTER, R. CRIPE) to MODIFY CERTIFICATE OF ACHIEVEMENT: MACHINE TOOL TECHNOLOGY

MODIFY:

MAINTENANCE MACHINIST PROGRAM
Certificate of Achievement: Maintenance Machinist 20 (Previously 21)
Effective: Upon CCCCO Approval
MODIFY: Total units, title, description, PL0s, program requirements, required courses, electives
Rationale: Machine Tool Technology Spring 2017 update to reflect current industry needs and new course numbering system.
M/S/U (T. AKERS-PORTER, R. CRIPE) to MODIFY CERTIFICATE OF ACHIEVEMENT: MAINTENANCE MACHINIST

INACTIVATIONS:

(None)

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

MODIFY:

MACHINE TOOL TECHNOLOGY PROGRAM
Skills Recognition Award: Basic Machining 11-12 (Previously 7)
Effective: Upon BOT Approval
MODIFY: Total units, title, description, PL0s, program requirements, required courses
Rationale: Machine Tool Technology Spring 2017 update to reflect current industry needs and new course numbering system.
M/S/U (T. AKERS-PORTER, R. CRIPE) to MODIFY SKILLS RECOGNITION AWARD: BASIC MACHINING

MODIFY:

MACHINE TOOL TECHNOLOGY PROGRAM
Skills Recognition Award: CNC Machinist 16-17 (Previously 10)
Effective: Upon BOT Approval
MODIFY: Total units, title, description, PL0s, program requirements, required courses, electives
Rationale: Machine Tool Technology Spring 2017 update to reflect current industry needs and new course numbering system.
M/S/U (T. AKERS-PORTER, R. CRIPE) to MODIFY SKILLS RECOGNITION AWARD: CNC MACHINIST

MODIFY:

MAINTENANCE MACHINIST PROGRAM
Skills Recognition Award: Maintenance Operator 17 (Previously 9)
Effective: Upon BOT Approval
MODIFY: Total units, title, description, PL0s, program requirements, required courses
Rationale: Machine Tool Technology Spring 2017 update to reflect current industry needs and new course numbering system.
M/S/U (T. AKERS-PORTER, R. CRIPE) to MODIFY SKILLS RECOGNITION AWARD: MAINTENANCE OPERATOR

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

(None)
IX. STANDING REPORTS

1. **Articulation:** C-ID Newsletter (Feb.), AA17-20 AP Credit Policy Final  
   L. Miller reported:
   - The new ASSIST system is now open to Articulation Officers for the updating of curriculum for 2017
   - On the e-mail she received from California Community Colleges Chancellor’s Office (CCCCO) regarding Policy Change:
     - Community college districts are to adopt and implement a uniform policy on granting AP Credit.
     - Colleges shall award minimum semester units in the General Education Area as shown on the CCC AP GE List
     - Article 9 Advanced Placement Credit: 79500
       - Begin development and subsequently adopt and implement a uniform policy to award students who pass an AP examination
       - Periodically review and adjust the policy

2. **Adult Education**  
   B. Adams encouraged the committee to read the hyperlinked report at their convenience.

3. **Academic Senate Report**  
   S. Circle reported on:
   - **Resolution S17-C: Clarity on the Standard Practice for Assessing a Course – 1st Reading**
     S. Circle noted the second “Whereas” that stated “All CLOs for a course, across sections, must be completed during the semester the course is scheduled”. L. Miller recommended adding “for CLO assessment” to the second “Whereas”.
     S. Circle added that a second reading of Resolution S17C is scheduled for the next Academic Senate meeting on April 27, 2017.
   - **Program Review: Draft (eLumen)**
     S. Circle reported that Program Review has moved from CurricUNET to eLumen. Program Reviews in eLumen are due by September 15, 2017.
   - **Program Review: Process**
     S. Circle mentioned that the Academic Senate is looking at San Francisco City College as a possible model for Program Review process.

X. UNFINISHED BUSINESS

**Action Items**

1. **Curriculum Review Process** (Postponed indefinitely)  
   B. Adams

2. **MJC Certificate & Degree Publications** (Postponed indefinitely)  
   L. Miller

3. **Comparable Courses Workgroup**  
   L. Miller

   L. Miller indicated that she had sent out an e-mail asking for input or ideas for evaluating comparable courses and encouraged those present to send her their thoughts and suggestions for adjusting the comparable course field in CurricUNET to be more transparent.
4. Course Compliance, Last Date Course Offered, and Impact  

B. Adams

Sunset Policy and Procedure (4.11.17 Draft)

B. Adams brought up and reviewed the changes made to Sunset Policy and Procedure draft, which had been updated with the committee’s input from the March 28, 2017 meeting. Discussion continued with additional modifications being made to the Sunset Policy and Procedure document which included:

- Courses that have not been offered in the last three two academic years will also be published on the sunset list and follow the same procedure as out-of-compliance CORs.
- “Faculty should also be aware that various programs may be impacted by inactivations.” being added to the paragraph beginning with “If a course is inactivated…”
- “Independent Study and Special Topics courses are exempt.” being added to “EXEMPTIONS

M/S/U (L. MILLER, T. GUY) to approve the “Sunset Policy and Procedure” document

5. CTE 2-Year Reviews  

B. Adams

B. Adams noted that the CTE 2-Year Review workgroup made good progress as they looked at Southwestern College as a model. B. Adams mentioned that she would be working on a “Fill-in” form during the summer, noting that the Advisory Committee Meeting minutes will be a key component. She instructed the committee to be looking for a formal document to be presented in the fall.

Informational Items

1. Intradistrict Course Equivalencies  

L. Miller

L. Miller notified the committee that the Instruction Office at MJC is doing an audit of all elements that might come to bear on course equivalencies between MJC and Columbia College, which will be shared with faculty from both campuses, probably in the fall.

XI. NEW BUSINESS

Action Items

1. MOU-Columbia College Public Health Science ADT  

B. Adams

B. Adams briefed the Curriculum Committee on Columbia College’s request for collaboration with MJC to complete their Public Health Science ADT. She noted that Columbia College is missing HE 112 “Intro to Public Health”, which they need to complete their Public Health Science AS-T Degree. B. Adams noted that Columbia College is requesting that the committee approve the submitted “MOU for Public Health Science AS-T” document. Discussion ensued.

M/S/U (T. AKERS-PORTER, A. DEANGELIS) to approve the “MOU for Public Health Science AS-T” document

Informational Items

1. Curriculum Representatives – Terms Expiring

B. Adams

B. Adams noted that some terms were expiring and to show her gratitude to the wonderful division representatives, Certificates of Appreciation were distributed, and spreadsheets were dispersed indicating courses that were in non-compliance, had missed their review, or were up for review in fall of 2017.

Literature and Language Arts’ representative, S. Berger, mentioned that she would temporarily be replaced by A. Peek on the Curriculum Committee for the 2017/2018 fiscal year.

Science, Math, and Engineering representative, T. Akers-Porter expressed her appreciation to B. Adams, as an outstanding leader, and to the Curriculum Committee for their support.
2. Curriculum Year in Review

B. Adams proclaimed, if the committee members felt that it had been a busy year, here is the proof:

- 34 Course Adoptions
- 179 Course Modifications
- 69 Course Inactivations
- 90 DE Only Proposals
- 5 New Programs
- 31 Modified Programs
- 3 Inactivated Programs

B. Adams noted other business that was accomplished included:

- The approval of new ADTs
- A Prefix change
- A change in the “Standing Report” format
- The approval of the “Sunset Policy”

B. Adams continued with what’s coming up in the year ahead which included:

- The final year of the second cycle of the 5-Year Matrix
- A draft of the 2018-2023 Matrix to be presented for approval

XII. PUBLIC COMMENT

M/S/U (R. CRipe, N. SILL) to adjourn at 4:55 PM