
Members Absent: A. DeAngelis, J. Haynes, J. Hughes, E. Kerr, M. Neves (ASMJC)

Others Present: L. DeFreitas (Nursing), P. Fikse (Director, Student Financial Services), S. Miranda (Executive Assistant/Meeting Recorder)

I. APPROVAL OF ORDER OF AGENDA

Hearing no objections, the order of the agenda was approved as stated, with a correction noted to remove “or qualification by the MJC assessment process” for the ENGL 100 or ENGL 101 requisites listed for ENGL 102 and ENGL 103.

II. APPROVAL OF MINUTES

January 23, 2018

T. Akers Porter noted that information that she had stated was missing under the SOCIO 105 discussion. C. Howard noted that information under FREN 101 course discussion had missing information that needed to be added.

M/S/U (E. MAKI, K. BUTLER) to approve the minutes as amended.

III. COURSE NOTIFICATION AGENDA

CCCCO Course Approvals

(None)

Course Activity Report

(None)

C-ID Approvals

Due to C-ID2 technical issues, C-ID approval reports are postponed until an audit can take place.

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.
Columbia College Course Equivalencies

Equivalency Established

(No none)

IV. COURSE CONSENT AGENDA

Hearing no objections, the following course changes were approved:

ANTHR 180 and ANTHR 181 came through for adoption at the January 23, 2018 meeting. The two courses were pulled for discussion by L. Senechal who alerted the committee that ANTHR 180 and ANTHR 181 were proposed in the rationale as being special topics courses. The faculty author agreed that the courses should be listed as special topics courses and was open to a change to title and number to reflect these courses as special topics. ANTHR 180, New Fossil Discoveries in Anthropology, has been changed to ANTHR 197, Special Topics: New Fossil Discoveries in Anthropology. ANTHR 181, Hands-On, Experimental Archaeology, has been changed to ANTHR 198, Special Topics: Hands-On, Experimental Archaeology. The course learning outcomes (CLOs) were also discussed at the January 23, 2018 meeting and the faculty author agreed that the CLOs could be revised after the meeting. The course learning outcomes for both courses were revised to be the following:

ANTHR 197:
1. Demonstrate the concepts used to analyze human evolution.
2. Demonstrate the methods used to analyze human evolution.

ANTHR 198:
1. Describe and demonstrate the basic concepts of anthropological archaeology.
2. Describe and demonstrate the methods of inquiry of anthropological archaeology.
3. Describe and demonstrate the techniques of anthropological archaeology.

V. COURSE DISCUSSION AGENDA

INACTIVATIONS:

<table>
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<th>UNIT(S)</th>
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<tr>
<td>3</td>
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</table>

AGEC 208 Introduction to International Business
CCCCCO Proposal Type: Inactivation
Effective: Summer 2019

INACTIVATE
Rationale: AGEC 208 is cross listed with BUSAD 208. Only AGEC 208 is being inactivated as it is no longer being offered. BUSAD 208 will remain active.
Program Impact:
Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable).

M/S/U (E. LUCAS, R. CRIPE) to INACTIVATE AGEC 208

AGEC 209 Import/Export Fundamentals
3

INACTIVATE
Rationale: AGEC 209 is cross listed with BUSAD 209. This inactivation is only for AGEC 209 as it is no longer being offered. BUSAD 209 will remain active.
Program Impact:
Stand-Alone (Be advised that the department will need to do a timely modification to any desired academic programs in CurricUNET to include this course as an option and to officially change the status to Program-Applicable).

M/S/U (E. LUCAS, R. CRIPE) to INACTIVATE AGEC 209
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Course Type</th>
<th>Effective</th>
<th>Inactivation</th>
<th>Rationale</th>
<th>Program Impact</th>
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<tbody>
<tr>
<td>PE 113</td>
<td>Offensive/Defensive Softball Theory</td>
<td>Inactivation</td>
<td>Summer 2019</td>
<td>INACTIVATE</td>
<td>This course has not been taught in a number of years and there are no plans on teaching it in the near future.</td>
<td>M/S/U (E. LUCAS, R. CRIPE) to INACTIVATE PE 113</td>
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<tr>
<td>PEC 177</td>
<td>Advanced Tennis</td>
<td>Inactivation</td>
<td>Summer 2019</td>
<td>INACTIVATE</td>
<td>This course has not been taught in a number of years and there are no plans on teaching it in the near future.</td>
<td>M/S/U (E. LUCAS, R. CRIPE) to INACTIVATE PEC 177</td>
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<tr>
<td>PEM 165</td>
<td>Advanced Soccer</td>
<td>Inactivation</td>
<td>Summer 2019</td>
<td>INACTIVATE</td>
<td>Course is being inactivated as it is no longer being offered.</td>
<td>M/S/U (E. LUCAS, R. CRIPE) to INACTIVATE PEM 165</td>
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<tr>
<td>PEW 181</td>
<td>Defensive Softball</td>
<td>Inactivation</td>
<td>Summer 2019</td>
<td>INACTIVATE</td>
<td>This course is no longer taught.</td>
<td>M/S/U (E. LUCAS, R. CRIPE) to INACTIVATE PEW 181</td>
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</table>
MODIFICATIONS/REACTIVATIONS:

ADJU 201  Introduction to Administration of Justice  3
CCCCO Proposal Type: Non-Substantial
Effective: Summer 2019
MODIFY: DE modalities, methods of instruction, 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: Approved for: (C-ID AJ 110)
General Education Status: Approved for: (MJC-GE: B), (CSU-GE: D8), (IGETC: 4H)
Program Impact:
- Administration of Justice A.S. Degree
- Administration of Justice AS-T Degree
- CSU General Education Pattern Certificate of Achievement
- General Studies, Emphasis in Social and Behavioral Sciences A.A. Degree
- IGETC Pattern Certificate of Achievement
- MJC-GE Pattern
M/S/U (E. LUCAS, R. CRIPE) to MODIFY ADJU 201
M/S/U (E. LUCAS, S. CASSIDY) MOVED to RECONSIDER and WITHDRAW ADJU 201 from blanket approval
ADJU 201 pulled for discussion by E. Lucas who noted that two objectives were identical and one objective just needed to be removed. The course objectives were updated.
M/S/U (P. MENDEZ, E. LUCAS) to MODIFY ADJU 201
M/S/U (R. CRIPE, K. BUTLER) to MODIFY DE for ADJU 201
M/S/U (E. MAKI, M. GARCIA) to MAINTAIN PLACEMENT of ADJU 201 on GE PATTERN(S)

ADJU 222  Profiling Terrorism  3
CCCCO Proposal Type: Non-Substantial
Effective: Summer 2019
MODIFY: Field trips, 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 ADJU 201.
Distance Education Status: Maintaining: Online
Materials Fee Status: (None)
Articulation Status: Transfers to CSU
C-ID Status: (None)
General Education Status: (None)
Program Impact:
- Administration of Justice A.S. Degree
- Administration of Justice AS-T Degree
M/S/U (E. LUCAS, R. CRIPE) to MODIFY ADJU 222
M/S/U (T. AKERS PORTER, L. SENECHAL) to MAINTAIN REQUISITES for ADJU 222
M/S/U (R. CRIPE, K. BUTLER) to MAINTAIN DE for ADJU 222
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<tr>
<th>Course</th>
<th>Title</th>
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<th>Effective:</th>
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<th>Rationale:</th>
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<tr>
<td>ADJU 351</td>
<td>Elements of Supervision in Public Safety</td>
<td>3</td>
<td>Non-Substantial</td>
<td>Summer 2019</td>
<td>Field trips, methods of instruction, textbooks</td>
<td>Course update for periodic review.</td>
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<td>Program Impact:</td>
<td>- Administration of Justice A.S. Degree</td>
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<td>M/S/U (E. LUCAS, R. CRipe) to MODIFY ADJU 351</td>
<td>M/S/U (T. AKERS PORTER, L. SENECHAL) to MAINTAIN REQUISITES for ADJU 351</td>
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<td>M/S/U (R. CRipe, K. BUTLER) to MAINTAIN DE for ADJU 351</td>
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<td>ANSC 236</td>
<td>Poultry Breeding &amp; Selection</td>
<td>3</td>
<td>Non-Substantial</td>
<td>Summer 2019</td>
<td>Typical assignments, textbooks, objectives, methods of evaluation</td>
<td>Course is being updated for periodic review.</td>
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<td>M/S/U (E. LUCAS, R. CRipe) to MODIFY ANSC 236</td>
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<td>CMPGR 235</td>
<td>Beginning Photoshop</td>
<td>3</td>
<td>Non-Substantial</td>
<td>Summer 2019</td>
<td>Advisory, content, typical assignments, methods of instruction, textbooks, requisite skills, SAM Code</td>
<td>Course update for periodic review.</td>
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<td>- Computer Graphics Applications A.S. Degree</td>
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<td>- Computer Graphics Applications Certificate of Achievement</td>
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<td>M/S/U (E. LUCAS, R. CRipe) to MODIFY CMPGR 235</td>
<td>M/S/U (T. AKERS PORTER, L. SENECHAL) to MODIFY REQUISITES for CMPGR 235</td>
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<td>M/S/U (R. CRipe, K. BUTLER) to MAINTAIN DE for CMPGR 235</td>
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</table>
CMPGR 236
Advanced Photoshop

CCC CO Proposal Type: Non-Substantial
Effective: Summer 2019

MODIFY: Advisory, objectives, content, typical assignments, methods of instruction, textbooks, requisite skills

Rationale: Course update for periodic review.

Enrollment Restrictions: Removing: (A) Before enrolling in this course, students are strongly advised to have satisfactorily completed CMPGR 235; Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete CMPGR 235 or a similar foundation course in Photoshop.

Distance Education Status: Maintaining: Mixed modalities/hybrid, online

Materials Fee Status: (None)

Articulation Status: Transfers to CSU

C-ID Status: (None)

Program Impact:
- Computer Graphics Applications A.S. Degree
- Computer Graphics Applications Certificate of Achievement

M/S/U (E. LUCAS, R. CRIPE) to MODIFY CMPGR 236

ENGL 102
Advanced Composition & Introduction to Literature

CCC CO Proposal Type: Non-Substantial
Effective: Summer 2019

MODIFY: Prerequisite, outcomes, methods of instruction, textbooks

Rationale: Course update for periodic review. Updated the textbooks and prerequisite.

Enrollment Restrictions: Removing: (P) Satisfactory completion of ENGL 101 or qualification by the MJC assessment process; Requesting: (P) Satisfactory completion of ENGL 100 or ENGL 101 or qualification by the MJC assessment process.

Distance Education Status: Maintaining: Online

Materials Fee Status: (None)

Articulation Status: Transfers to CSU and UC; (CC ENGL 1B)

C-ID Status: Approved for: (C-ID ENGL 120)

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

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

M/S/U (E. MAKI, P. BROGAN) to MODIFY ENGL 102

ENGL 102 and ENGL 103 pulled as a block for discussion by T. Guy who noted that the requisite skills for the requisite courses listed, ENGL 100 and ENGL 101, were different. He asked if they should be the same as he was under the impression that ENGL 100 is equal to ENGL 101. A. Peek noted that the objectives for both courses are the same. The course requisites checklist was opened up at the meeting for ENGL 102 and the requisite skills checklist was updated to show the matching skills for ENGL 100 and ENGL 101. B. Adams will make the needed modifications to ENGL 103 after the meeting and the changes will be reflected as a consent agenda item at the next meeting.

M/S/U (P. Mendez, S. Cassidy) to MODIFY REQUISITES for ENGL 102

M/S/U (R. CRIPE, K. BUTLER) to MAINTAIN DE for CMPGR 236

M/S/U (E. MAKI, M. GARCIA) to MAINTAIN PLACEMENT of ENGL 102 on GE PATTERN(S)
ENGL 103

Advanced Composition & Critical Thinking

CCCCO Proposal Type: Non-Substantial

Effective: Summer 2019

**MODIFY:** Prerequisite, methods of instruction, textbooks

**Rationale:** Course update for periodic review. Updated the textbooks and prerequisite.

**Enrollment Restrictions:** Removing: (P) Satisfactory completion of ENGL 101 or qualification by the MJC assessment process; Requesting: (P) Satisfactory completion of ENGL 100 or ENGL 101 or qualification by the MJC assessment process.

**Distance Education Status:** Maintaining: Mixed modalities/hybrid, online

**Materials Fee Status:** (None)

**Articulation Status:** Transfers to CSU and UC; (CC ENGL 1C)

**C-ID Status:** Approved for: (C-ID ENGL 105)

**General Education Status:** Approved for: (MJC-GE: D2), (CSU-GE: A3), (IGETC: 1B)

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

**M/S/U (E. MAKI, P. BROGAN) to MODIFY ENGL 103**
ENGL 102 and ENGL 103 pulled as a block for discussion by T. Guy

(See notes on ENGL 102 above)

**M/S/U (P. MENDEZ, S. CASSIDY) to MODIFY REQUISITES for ENGL 103**

**M/S/U (R. CRIPE, K. BUTLER) to MAINTAIN DE for ENGL 103**

**M/S/U (E. MAKI, M. GARCIA) to MAINTAIN PLACEMENT of ENGL 103 on GE PATTERN(S)**

HUMSR 113

Co-Occurring Disorders

CCCCO Proposal Type: Non-Substantial

Effective: Summer 2019

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

**Rationale:** Course is being updated for periodic review and to ensure the course matches our California Association for Alcohol/Drug Educators (CAADE) accreditation requirement.

**Enrollment Restrictions:** Requesting: (A) Before enrolling in this course, students are strongly advised to satisfactorily complete ENGL 100 or satisfactorily complete ENGL 101 or qualification by the MJC assessment process.

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

**Materials Fee Status:** (None)

**Articulation Status:** Transfers to CSU

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

**General Education Status:** (None)

**Program Impact:**
- Chemical Dependency Counseling A.A. Degree
- Chemical Dependency Counseling Certificate of Achievement
- Human Services A.A. Degree

**M/S/U (E. LUCAS, R. CRIPE) to MODIFY HUMSR 113**

During blanket approval, E. Lucas noted that the word race in the content field was listed under quotations and the quotes should be removed. The course content section was revised at the meeting to show the word race without quotations.

**M/S/U (T. AKERS PORTER, L. SENECHAL) to ADOPT REQUISITES for HUMSR 113**

**M/S/U (R. CRIPE, K. BUTLER) to ADOPT DE for HUMSR 113**
NEW COURSES:

AG 200  
Supervision in Agriculture Equipment Operation  
2  
CCCCO Proposal Type: New Credit Course  
Effective: Upon CCCCO approval  
ADOPT  
Rationale: This course is going to be part of a four part course series that will replace the current courses (390ABCDX) we have for our ag students that work on campus.  
Enrollment Restrictions: (None)  
Distance Education Status: (None)  
Materials Fee Status: (None)  
Articulation Status: Requesting: CSU  
C-ID Status: (None)  
General Education Status: (None)  
Program Impact:  
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. CRIPE) to postpone AG 200 to the next meeting.

AG 201  
Supervision in Agriculture Facility Maintenance  
2  
CCCCO Proposal Type: New Credit Course  
Effective: Upon CCCCO approval  
ADOPT  
Rationale: This course is going to be part of a four part course series that will replace the current courses (390ABCDX) we have for our ag students that work on campus.  
Enrollment Restrictions: (None)  
Distance Education Status: (None)  
Materials Fee Status: (None)  
Articulation Status: Requesting: CSU  
C-ID Status: (None)  
General Education Status: (None)  
Program Impact:  
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. CRIPE) to postpone AG 201 to the next meeting.

AGEC 50  
Survey of Agricultural Economics  
3  
CCCCO Proposal Type: New Credit Course  
Effective: Upon CCCCO approval  
ADOPT  
Rationale: Adopting new course to further agricultural knowledge and prepare for entry level employment  
Enrollment Restrictions: (None)  
Distance Education Status: (None)  
Materials Fee Status: (None)  
Articulation Status: Not transferrable  
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 (T. GUY, R. CRIPE) to postpone AGEC 50 to the next meeting.
FDS 204  Prerequisite Programs for Food Safety  1
CCCCO Proposal Type: New Credit Course
Effective: Upon CCCCO approval
ADOPT
Rationale: New course being developed for continuing education of individuals in the food industry as well as adding a certificate option to both Animal Science and Plant Science in Food Safety.
Enrollment Restrictions: (None)
Distance Education Status: (None)
Materials Fee Status: (None)
Articulation Status: Requesting: CSU and UC
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 (T. GUY, R. CRIPKE) to postpone FDS 204 to the next meeting.

FDS 208  Introduction to Hazardous Analysis and Critical Control Points  1
CCCCO Proposal Type: New Credit Course
Effective: Upon CCCCO approval
ADOPT
Rationale: New course being developed for continuing education of individuals in the food industry as well as adding a certificate option to both Animal Science and Plant Science in Food Safety.
Enrollment Restrictions: (None)
Distance Education Status: (None)
Materials Fee Status: (None)
Articulation Status: Requesting: CSU and UC
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 (T. GUY, R. CRIPKE) to postpone FDS 208 to the next meeting.

FDS 212  Internal Auditing of Food Safety Management Systems  1
CCCCO Proposal Type: New Credit Course
Effective: Upon CCCCO approval
ADOPT
Rationale: New course being developed for continuing education of individuals in the food industry as well as adding a certificate option to both Animal Science and Plant Science in Food Safety.
Enrollment Restrictions: (None)
Distance Education Status: (None)
Materials Fee Status: (None)
Articulation Status: Requesting: CSU and UC
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 (T. GUY, R. CRIPKE) to postpone FDS 212 to the next meeting.
FDS 216 Verification and Validation of HACCP Systems

CCCCO Proposal Type: New Credit Course

Effective: Upon CCCCO approval

ADOPT

Rationale: New course being developed for continuing education of individuals in the food industry as well as adding a certificate option to both Animal Science and Plant Science in Food Safety.

Enrollment Restrictions: (None)

Distance Education Status: (None)

Materials Fee Status: (None)

Articulation Status: Requesting: CSU and UC

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).

DE (Distance Education) Only Proposals

(None)

VI. PROGRAM NOTIFICATION AGENDA

Program Activity

The Certificates of Completion for English for Life and Work: Elementary and English for Life and Work: Proficient were approved on October 11, 2016 by the Curriculum Committee. The Program and Course Approval Handbook (PCAH) defines two types of non-credit certificates as the following:

Certificate of Competency

Pursuant to title 5, section 55151 colleges may offer a sequence of noncredit courses that culminate in a Certificate of Competency or a certificate in a recognized career field articulated with degree-applicable coursework, completion of an associate degree, or transfer to a baccalaureate institution. For students completing noncredit courses in a prescribed pathway, approved by the Chancellor's Office that prepares students to take credit coursework including basic skills and ESL, a Certificate of Competency may be awarded. A noncredit Certificate of Competency means a document confirming that a student enrolled in a noncredit educational program of noncredit courses has demonstrated achievement in a set of competencies that prepares students to progress in a career path or to undertake degree-applicable or nondegree-applicable credit courses. The Certificate of Competency must include the name of the certificate and the date awarded, be identified by a TOP Code number and program discipline, and list the relevant competencies achieved by the student.

Certificate of Completion

Pursuant to title 5, section 55151 colleges may offer a sequence of noncredit courses that culminate in a Certificate of Completion or a certificate leading to improved employability or job opportunities. For students completing noncredit courses in a prescribed pathway, approved by the Chancellor's Office, leading to improved employability or job opportunities, a Certificate of Completion may be awarded. A noncredit Certificate of Completion means a document confirming that a student has completed a noncredit educational program of noncredit courses that prepares students to progress in a career path or to take degree-applicable credit courses. The Certificate of Completion must include the name of the certificate and the date awarded, be identified by a TOP Code number and program discipline, and list the relevant courses completed by the student.

H. Townsend alerted the faculty author and dean that the recent English Language Instruction for College: Academic Language Skills Certificate came through and was approved by the Curriculum Committee on November 21, 2017 as a Certificate of Competency. H. Townsend asked the faculty author and dean if the two certificates approved in 2016 should have also been approved as a Certificate of Competency instead of a Certificate of Completion. The faculty author and dean agreed that the two certificates should be changed to be a Certificate of Competency. H. Townsend made the change in CurricUNET and in the Chancellor’s Office Curriculum Inventory (COCI) and the information is here for the purpose of the record.
CCCCO Program Approvals: New/Substantial Change

Certificate of Completion: Research Skills (36191)

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

Hearing no objections, the following program changes were approved.

MODIFY: ANTHROPOLOGY PROGRAM
A.A.-T Degree: Anthropology
Effective: Upon CCCCO Approval (Summer 2019)

RATIONALE: The Anthropology A.A.T Degree came through and was approved at the January 23, 2018 Curriculum Committee meeting. It was noted at the meeting that H. Townsend had found a discrepancy between what was in CurricUNET compared to the Chancellor’s Office Template (COT). The template and CNET both now match and the total units are correctly showing at 19-26. The ANTHR 180 and ANTHR 181 courses listed in List C of the template were also revised to show as their new course numbers and titles which are:
ANTHR 197 Special Topics: New Fossil Discoveries in Anthropology
ANTHR 198 Special Topics: Hands-On, Experimental Archaeology

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 and ACCJC 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 CCCC O Approval (Formerly the CCC-511)

MODIFICATIONS:

MODIFY:  RESPIRATORY CARE PROGRAM
A.S. Degree: Respiratory Care 65-67 (Previously 69.5-70.5)
Effective: Upon CCCC O Approval (Summer 2019)
MODIFY: Program prerequisites, required courses, total units
Rationale: Updating award to reflect ENGL 100 as a prerequisite option.
M/S/U (L. Senechal, K. Butler) to MODIFY A.S. DEGREE: RESPIRATORY CARE

MODIFY:  RESPIRATORY CARE PROGRAM
B.S. Degree: Respiratory Care 40
Effective: Upon CCCC O Approval (Summer 2019)
MODIFY: Required courses
Rationale: Course sequence adjusted.
M/S/U (L. Senechal, K. Butler) to MODIFY B.S. DEGREE: RESPIRATORY CARE

INACTIVATIONS:

(None)

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

MODIFY:  NURSE ASSISTANT PROGRAM
Skills Recognition Award: Nurse Assistant 5.5 (Previously 5)
Effective: Upon BOT Approval
MODIFY: Catalog description, total units, award footer
Rationale: Award is being updated to show new units for NURSE 52 per Senate Bill 449. Course units were recently updated and approved at the November 21, 2017 Curriculum Committee meeting.
M/S/U (L. Senechal, K. Butler) to MODIFY SKILLS RECOGNITION AWARD: NURSE ASSISTANT

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

(None)

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
    L. Senechal
    No Report

2.  Academic Senate
    C. Redwing
    C. Redwing reported that the Academic Senate Executive Board met with some faculty last week and is in the process of working on reviewing the process and practice of the Curriculum Committee and might have some recommendations at the next meeting to help avoid issues where faculty believed they were not properly consulted before a meeting. He added that the overall concern of Senate is that we maintain collegiality and that faculty feel included in interdepartmental issues in the future.
X. UNFINISHED BUSINESS

Action Items

1. Curriculum Review Process
   B. Adams
   B. Adams alerted the committee that based on C. Redwing’s Academic Senate report, it appears that the Curriculum Committee might be seeing something come through in the future that tie into the review process. C. Redwing added that it may just be a clarification to the curriculum manual.

2. Comparable Courses Workgroup
   L. Senechal
   Approved Motion: Review of Curriculum for Quality and Currency

   Quality and Currency Criteria – 02.06.18 draft (Formerly Called Comparable Course Criteria)

   L. Senechal reported that the Comparable Courses Workgroup item has been on the agenda for some time. The following motion was approved by the Curriculum Committee on March 28, 2017:

   M/S/U (L. MILLER, T. GUY) to approve the “Review of Curriculum for Quality and Currency” document with the friendly amendment of adding a bullet point stating “The comparable courses workgroup continues to work and recommend a process to the Curriculum Committee for review and approval”.

   Approved Motion: Review of Curriculum for Quality and Currency

   L. Senechal added that there has been a lot of conversation about past practice of proposing new courses for curriculum approval and what is needed to demonstrate comparable courses. There have been concerns about courses coming through that have a misalignment in terms of articulation.

   The workgroup was mobilized to unpack the issue and then came up with the resolution, Review of Curriculum for Quality and Currency. Out of the resolution, the draft of the Quality and Currency Criteria (formerly known as Comparable Course Criteria) was created. The idea of the Quality and Currency Criteria draft is to show a process where courses are evaluated consistently and fairly in terms of being comparable.

   L. Senechal alerted the committee that current practice asks faculty to identify comparable courses at the CSU and UC only when courses numbered 100-299 are proposed. In the process of the workgroup, discussion ensued about other levels of curriculum and whether we should demonstrate quality and currency in the same way. The workgroup arrived at criteria for new or changed proposals for all courses numbered 1-399. This drafted criteria presents a significant change in the logic of how the curriculum committee would do business, in that authors would need provide the evidence stipulated under for each numbering level (1-99) (100-199)(200-299) and/or (300-399).

   The drafted criteria has changed since the last time the Curriculum Committee reviewed the document. Items in red reflect new elements recently added per feedback and dialogue from the Curriculum Committee meeting. L. Senechal changed the title from Comparable Course Criteria to Quality and Currency Criteria to align with district policy and reflect the fact that there are more ways to demonstrate comparability than with comparable UC/CSU courses alone. She noted that when faculty provided comparable courses and as the Articulation Officer, she had to fact check what had listed. Those faculty didn’t necessarily know that articulation agreements were already in place for those courses. She asked, “Why are we asking faculty to go on a goose chase when we already have evidence that the course is used by the receiving institution?” This is why existing articulation agreements were added as an option for evidence. CTE Advisory Committee meeting minutes showing support for a given proposal was also an option for courses numbered (200-299) or (300-399).

   E. Maki asked if the third bullet point, the comparable course exercise in CurricUNET, shall be modified and if so, how will it be modified?

   L. Senechal reported that ideally the interface would be redesigned to prompt faculty appropriately. B. Adams added that the field in CurricUNET currently does not capture everything. E. Maki added that in Music, repeatability is built in to parts of their curriculum and the repeatable course is part of C-ID, he added that he shouldn’t have to go out and look for a comparable class. L. Senechal reported that the draft has this information listed as: Demonstrate approval for OR strong alignment with a finalized C-ID descriptor.
P. Mendez inquired about the difference in language between 200 and 299 and 300 and 399 course numbers. One area states “support/need” while the other states “support and need.” L. Senechal stated she will correct it to the preference of “support/need.”

T. Akers Porter added that recently courses have come through the Curriculum Committee with the word “placeholder” listed. She said that due to courses coming through without comparable courses listed, having criteria is a necessary step to ensure that something goes into CurricUNET instead of placeholder.

B. Adams added that there can be multiple ways to provide evidence for comparable courses and some type of evidence should be listed when courses are requesting UC or CSU transferability.

N. Sill added that we have watched some shifts in curriculum where a course did align with a CSU at one time but now the course is considered upper division. What is the stance of the committee on an existing course? How are we going to deal with things like that? A new course would seem like a no-brainer and we could easily find alignment but what happens to an existing course that no longer is considered lower division?

Discussion ensued noting the following items:

- Upper division/grandfathered courses
- Students having to retake courses at the CSU
- Curriculum that meets students’ needs
- CSUs respond differently to transferability requests
- Modesto Junior College course numbering system
- Protection of standalone courses/truth in advertising

M/S/F (T. Guy, S. Cassidy) that we institute a first reading and second reading process and to accept this as a first reading.

Motion Failed:
0 AYES
1 ABSTENTION (C. Howard)

M/S/U (E. Lucas, E. Maki) to accept this as a first reading and have it come back as a second reading.

3. CTE 2-Year Reviews

B. Adams

CTE 2-Year Review Form – 01.23.18 draft
CTE 2-Year Review Form for Prerequisites – 01.23.18 draft

B. Adams reported that the CTE 2-Year Review Form for Prerequisites has been revised based on comments from a previous meeting. The following items were added to the draft:

- Yes or no checkbox
- Link to Perkins
- Instruction Office TOP Code verification

The committee reviewed and discussed the revised draft and asked that the following items be added to the draft and brought back for review at the next meeting:

- Prerequisite column
- Condensed yes or no checkbox
- Separate table for programs
4. **2018-2019 Catalog Pathways**

H. Townsend showed the committee the draft 2018-2019 catalog where new information for multiple measures is listed. The updated University Preparation, CTE Pathway and ADT Pathway pages were also provided to the committee for review. The committee members noted that some edits were needed and had a question whether IB (International Baccalaureate) should also be listed as a multiple measure in the catalog. H. Townsend stated that she would follow-up with the Admissions and Records office and plans to bring the document back with the noted revisions at the next Curriculum Committee meeting.

**Informational Items**

1. **Guided Pathways** (Postponed until the February 20th meeting)  

**XI. NEW BUSINESS**

**Action Items**

(None)

**Informational Items**

1. **AB 705 Implementation** and **Timeline**

B. Adams reported that a memo came out from the California Community Colleges Chancellor’s Office on December 6, 2017 about the AB 705 implementation and timeline. The memo and timeline are available in the links listed above.

**XII. PUBLIC COMMENT**

K. Butler introduced L. DeFreitas, Professor of Nursing, to the committee. L. DeFreitas will be attending the committee meetings this spring with K. Butler.

*M/S/U (E.MAKI, E. LUCAS) to adjourn at 4:42 PM*