

CURRICULUM COMMITTEE SUMMARY

September 19, 2019

3:00 pm – 5:00 pm

Bonelli Hall 330

Members Present: Patrick Backes – Articulation Officer & Curriculum Analyst (Non-voting); Erin Barnthouse – Learning Resources; Mary Bates – Mathematics, Science and Health Professions; David Brill -Visual and Performing Arts; Holly Hitt-Zuniga - Applied Technologies; Lisa Hooper – Faculty Co-Chair; Julie Hovden – Enrollment Services; Susan Ling – At large member; Anne Marengo - Social and Behavioral Sciences; Saburo Matsumoto – At large member; Jeremy Patrich – At large member; Carly Perl – Adjunct Representative; Garrett Rieck – Noncredit; Jessica Small – Humanities (Substitute for Tricia George); Cindy Stephens – At large member; Omar Torres – Administrative Co-Chair; Lori Young – Business

Members Absent: Steve Erwin – Admissions and Records; Physical Education & Athletics – Vacant

NEW COURSE PROPOSALS – DISCUSSION OF NEED

The following new course proposals will be discussed at this meeting with the authors of the proposals to determine the need of adding the course to our curriculum.
The course outlines will not be reviewed at this meeting.

Subject & Number	Title	Rationale for New Course Proposal	Author	Effective
NC.BCSK-005 NC.BCSK-006	Everyday Math Skills I Everyday Math Skills II	There are currently no courses being offered that cover the application of math skills in everyday life. These courses will focus on the application of skills that can be used to make smart financial decisions. Current credit and noncredit courses in math are focused on teaching students the math concepts they need to advance in their degree program.	G. Johnson G. Rieck	TBD

NEW COURSE PROPOSALS – DISCUSSION OF NEED

The following new course proposals will be discussed at this meeting with the authors of the proposals to determine the need of adding the course to our curriculum. The course outlines will not be reviewed at this meeting.

NC.COUN-040 NC.COUN-045	Introduction to Financial Literacy Advanced Financial Literacy	Financial literacy training directly impacts the lives of our students, even long after they leave school. Studies show that by receiving financial education lessons people are more likely to save, invest, stay out of debt and have more money saved for retirement. The Department of Education states that financial literacy education lowers the risk of student loan defaults. The CCC Financial Literacy initiative sets to establish a campus culture of informed financial behaviors at California's community colleges, increase financial literacy of community college students and increase financial literacy for communities throughout California. These courses are grounded in economic concepts and decision-making, with core principles that have students identifying and evaluating options and considering trade-offs and opportunity costs in personal finance actions. These courses will also teach students the basics of money management: budgeting, saving, debt, investing, and giving. That knowledge lays a foundation for students to build strong money habits early on and avoid many of the mistakes that lead to lifelong money struggles. The lessons are highly interactive, teaching personal finance concepts through stimulation's and hands-on activities. <i>See attached document for demonstrated need.</i>	A. Harris G. Rieck	TBD
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-Motion to adopt the need for and conduct a full review of NC.COUN-040 & 045; Motion by Mary Bates, second by Julie Hovden. All in favor: Unanimous. Lori Young was not present for this vote.

NEW COURSE PROPOSALS – FINAL READ

The need for the following new course proposals were approved at previous Curriculum Committee meetings or are a repackaging or existing curriculum. These course outlines were reviewed through a technical review process and will now be reviewed by curriculum committee. The authors are not required to attend this meeting to represent these new course proposals.

Subject & Number	Title	Description of Action	Author	Effective
ARCHT-290	Advanced Building Information Modeling (BIM)	3 units, 36 hours lecture, 54 hours lab. New SLO's (3). New prerequisite of ARCHT-270. Adding DLA, 100% online and Hybrid options.	J. Oliver	Spring 2020
KPEA-170C	Advanced Soccer	1 unit, 54 hours lab. New SLO's (2). New recommended preparation of KPEA-170B.	J. Lundin	Fall 2020

-Motion to approve ARCHT-290; Motion by Mary Bates, second by Cindy Stephens. All in favor: Unanimous. Lori Young was not present for this vote.

-Motion to approve KPEA-170C; Motion by Julie Hovden, second by Jeremy Patrich. All in favor: Unanimous. Lori Young was not present for this vote.

TECHNICAL CHANGES (COURSES) – CONSENT CALENDAR

The following items are being approved as technical changes and will not be reviewed during this committee meeting. The authors of the following items are not required to attend this meeting.

Subject & Number	Title	Description of Action	Author	Effective
ARCHT-110	Architectural Drafting	Adding DLA, 100% online and Hybrid options.	J. Oliver	Fall 2020
ID-110	Architectural Drafting	Adding DLA, 100% online and Hybrid options.	J. Oliver	Fall 2020
MATH-240	Calculus for Business and Social Science	Title change (Formerly “Math Analysis for Business and Social Science”). <i>New title better reflects the content of the course and aligns closer with corresponding C-ID descriptor title.</i>	C. Johnson	Fall 2020
NC.CSKL-004	Customer Service	Changing hours to 8 - 24 hours (formerly 8 hours). <i>Hour range requested so course can be used in additional certificates.</i>	G. Rieck	Spring 2020
NC.CSKL-012	Job Shadowing	Changing hours to 8 - 16 hours (formerly 8 hours). <i>Course has been offered as 8 hours and it has been determined that this is not enough time to effectively offer this course.</i>	G. Rieck	Spring 2020

MODIFIED COURSES – CONSENT CALENDAR

The following modified courses were reviewed, and recommended for approval as part of the Consent Calendar of this agenda, through a technical review process. These courses will not be reviewed during this committee meeting, and the authors of the following courses are not required to attend this meeting.

Subject & Number	Title	Description of Action	Author	Effective
ADMJUS-126	Substantive Criminal Law	Revised objectives, content and textbook. Adding DLA, 100% online and Hybrid options.	L. Alvarez	Fall 2020
ADMJUS-130	Report Writing for Law Enforcement	Revised objectives, content and textbook. Adding DLA, 100% online and Hybrid options.	L. Alvarez	Fall 2020
ADMJUS-150	Police Field Operations	Revised objectives, content and textbook. Adding DLA, 100% online and Hybrid options.	L. Alvarez	Fall 2020
ADMJUS-160	Traffic: Enforcement and Investigation	Revised objectives, content and textbook. Adding DLA, 100% online and Hybrid options.	L. Alvarez	Fall 2020
ADMJUS-175	Organized Crime, Gangs, and Vice	Revised objectives, content and textbook. Adding DLA, 100% online and Hybrid options.	L. Alvarez	Fall 2020
ADMJUS-180	Dangerous Drugs and Narcotics	Revised objectives, content and textbook. Adding DLA, 100% online and Hybrid options.	L. Alvarez	Fall 2020
ADMJUS-185	Police – Community Relations	Revised objectives, content and textbook. Adding DLA, 100% online and Hybrid options.	L. Alvarez	Fall 2020

MODIFIED PROGRAMS – CONSENT CALENDAR

The following modified programs have been recommended for approval as part of the Consent Calendar of this agenda. These program modifications will not be reviewed during this committee meeting, and the author of the following program modifications is not required to attend this meeting.

Program	Degree/Certificate	Description of Action	Author	Effective
Architectural Computer Aided Drafting	Certificate of Achievement	Adding ARCHT-290 to required courses. Total certificate units required increased to 18 units. <i>Existing Certificate of Specialization will now be considered a Certificate of Achievement due to unit increase.</i>	J. Oliver	Fall 2020
Architectural Drafting	Certificate of Achievement	Adding ARCHT-290 to required courses. Total certificate units required increased to 34 units.	J. Oliver	Fall 2020
Architectural Drafting and Technology	A.S Degree	Adding ARCHT-290 to restricted electives (“plus fifteen units from the following” section). No change in total major units required.	J. Oliver	Fall 2020
Physical Education – Kinesiology	A.A. Degree	Adding KPEA-170C to restricted electives (activity courses). No change in total major units required.	H. Fisher	Fall 2020
Sports Medicine	A.S. Degree	Adding KPEA-170C to restricted electives (activity courses). No change in total major units required.	S. Ehrsam	Fall 2020

NEW INSTRUCTIONAL SERVICE AGREEMENT (ISA) COURSES – CONSENT CALENDAR

The following course proposals were reviewed, and recommended for approval as part of the Consent Calendar of this agenda, in a technical review session. These courses will not be reviewed during this committee meeting, and the authors of the following courses are not required to attend this meeting.

Subject & Number	Title	Description of Action	Author	Effective
LEPD-001	Force Option Simulator Instructor	0.25 units, 5 hours lecture, 11 hours lab. New SLO's (2). New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020
LEPD-002	First Aid/CPR/AED Instructor	1.25 units, 20 hours lecture, 20 hours lab. New SLO's (2). New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020
LEPD-003	Drug Recognition Expert (D.R.E.) Pre-School	1 unit, 24 hours lecture. New SLO. New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020
LEPD-004	Bicycle Patrol Tactical Firearms	0.15 units, 2 hours lecture, 6 hours lab. New SLO's (2). New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020
LEPD-005	PSL 2 - Building the Confident and Competent Leader	0.75 units, 16 hours lecture, 24 hours lab. New SLO's (2). New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020
LEPD-006	Critical Incident Management Update	0.25 units, 8 hours lecture. New SLO. New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020
LEPD-007	Domestic Violence/Sex Assault Investigation	0.50 units, 16 hours lecture. New SLO. New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020
LEPD-008	Human Trafficking Investigation	2 units, 40 hours lecture. New SLO. New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020

NEW/MODIFIED PREREQUISITES – CONSENT CALENDAR

The following is a summary of new and modified prerequisites that are being approved as part of the Consent Calendar of this agenda.

Subject & Number	Title	Suggested Enrollment Limitation	Author	Effective
ARCHT-290	Advanced Building Information Modeling (BIM)	New prerequisite of ARCHT-270.	J. Oliver	Spring 2020
KPEA-170C	Advanced Soccer	New recommended preparation of KPEA-170B.	J. Lundin	Fall 2020
LEPD-001	Force Option Simulator Instructor	New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020
LEPD-002	First Aid/CPR/AED Instructor	New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020
LEPD-003	Drug Recognition Expert (D.R.E.) Pre-School	New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020
LEPD-004	Bicycle Patrol Tactical Firearms	New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020
LEPD-005	PSL 2 - Building the Confident and Competent Leader	New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020
LEPD-006	Critical Incident Management Update	New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020
LEPD-007	Domestic Violence/Sex Assault Investigation	New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020
LEPD-008	Human Trafficking Investigation	New prerequisite of LEPD-100 or equivalent Peace Officers and Standards and Training (POST).	J. Dulla	Spring 2020

NEW DISTANCE LEARNING ADDENDUMS – CONSENT CALENDAR

The following is a summary of new Distance Learning Addendums (DLA's) that were reviewed in technical review sessions and recommended for approval as part of the Consent Calendar of this agenda. The authors of the following new DLA's are not required to attend this meeting.

Subject & Number	Title	Type of Delivery	Author	Effective
ADMJUS-126	Substantive Criminal Law	100% online and Hybrid.	L. Alvarez	Spring 2020
ADMJUS-130	Report Writing for Law Enforcement	100% online and Hybrid.	L. Alvarez	Spring 2020

NEW DISTANCE LEARNING ADDENDUMS – CONSENT CALENDAR

The following is a summary of new Distance Learning Addendums (DLA's) that were reviewed in technical review sessions and recommended for approval as part of the Consent Calendar of this agenda. The authors of the following new DLA's are not required to attend this meeting.

ADMJUS-150	Police Field Operations	100% online and Hybrid.	L. Alvarez	Spring 2020
ADMJUS-160	Traffic: Enforcement and Investigation	100% online and Hybrid.	L. Alvarez	Spring 2020
ADMJUS-175	Organized Crime, Gangs, and Vice	100% online and Hybrid.	L. Alvarez	Spring 2020
ADMJUS-180	Dangerous Drugs and Narcotics	100% online and Hybrid.	L. Alvarez	Spring 2020
ADMJUS-185	Police – Community Relations	100% online and Hybrid.	L. Alvarez	Spring 2020
ARCHT-110	Architectural Drafting	100% online and Hybrid.	J. Oliver	Fall 2020
ARCHT-270	Introduction to Building Information Modeling (BIM)	100% online and Hybrid. <i>DLA was approved as part of course revision at 9/5/19 Curriculum Committee meeting</i>	J. Oliver	Spring 2020
ID-110	Architectural Drafting	100% online and Hybrid.	J. Oliver	Fall 2020

-Motion to approve the 09/19/2019 Consent Calendar as presented above; Motion by Garrett Rieck, second Jeremy Patrich. All in favor: Unanimous. Lori Young was not present for this vote.

Discussion Items:

Chair Report, Lisa Hooper

-Program Viability is producing a report to give to Facilities; will also bring to committee awareness.

-Program Review. We do not currently have a mechanism for the review of academic programs (degrees and certificates). How could this best be accomplished?

- Guided Pathways inform this process?
- List of courses and program with unsuccessful offerings and/or completers in how many years?

-Auditor Notes. Please provide some feedback, note that author's may view your comments, not just committee members.

-Minimum Qualifications and Discipline assignments. Who is best qualified to teach the course, discipline assigned and department may not be the same.

-Ad Hoc Committee. Does anyone have colleagues who may be interested?

Articulation Report, Patrick Backes

-The links, resources, etc. are populated on the Curriculum Committee website again. Please take a look at the website when you have a chance and let Patrick know if you feel anything should be added.

New Credit Courses	2	Modified Noncredit Courses	2	Modified Prerequisites	-0-
New Noncredit Courses	-0-	New DLA's	8	Deleted Courses	-0-
New Programs	-0-	New SLO's	5	Deleted Programs	-0-
Modified Programs	5	Modified SLO's	-0-	Proposals Reviewed in Technical Review Session	17
Modified Credit Courses	10	New Prerequisites	10	Proposals Returned from Technical Review Session	-0-

NEW COURSE DOCUMENTATION

To help the Curriculum Committee assess the need and relevancy of the proposed course, please complete the following:

COURSE NUMBER:

COURSE TITLE:

NEED (describe how this course will uniquely serve students in your current program(s):

EVIDENCE OF JUSTIFICATION/NEED (check **all** that apply and **attach** supporting documentation; must have some evidence to support proposal):

School/Department Minutes

Program Review

Advisory Board Minutes

Labor Market Data

COC IR Data

Student/Employer Survey

CURRICULAR CONSIDERATIONS

TO WHICH PROGRAM WILL THIS COURSE BELONG (please attach full program including this course):

IF THIS COURSE WILL REPLACE AN EXISTING COURSE OR COURSES, PROVIDE THOSE COURSE NUMBERS AND TITLES, AND THE RATIONALE FOR REPLACEMENT:

PLEASE **COMPLETE SECTION A, B, OR C** DEPENDING ON THE TYPE OF COURSE YOU ARE PROPOSING:

(A) FOR **TRANSFER COURSES, PROVIDE THE FOLLOWING REGARDING ARTICULATION:**

Is there a C-ID descriptor for this course? If so, please provide ([C-ID](#)):

Which local CSU's accept this course, and do they accept it for content credit or units? ([Assist](#)):

How many CCCs have approved this course ([CCC Curriculum Inventory](#)):

(B) FOR **CAREER EDUCATION COURSES (CE):**

Provide information on C-ID descriptors and transfer/articulation from (A) *if applicable*:

Borrowed curriculum (previously approved by Chancellor's office from another district) [CCC Curriculum Inventory](#)):

Labor Market Data Summary (data should be attached, but summarize here):

(C) FOR **NON-CREDIT COURSES:**

Which category pertains to this course? (*parenting, basic skills, ESL, immigrant education/citizenship, persons with substantial disabilities, short-term vocational, older adults, home economics, or health and safety*)

Will this course be a part of a COLLEGE PREPARATION (CP) or CAREER DEVELOPMENT (CD) certificate?

PSLO = Program Student Learning Outcome. A program is an organized sequence of courses or a single course leading to a defined objective, a degree, a certificate, license or transfer to another institution. (CCR Title 5, Section 55000) All courses must relate to a PSLO.

Remember that a PSLO should be measurable based on course work in one or more courses that lead to a degree and/or certificate.

Please list the program outcome(s) most closely linked to the course outcome. Stand-Alone courses, or those that are not part of a program, will rarely be approved.

PROGRAM TITLE:

PSLO(S):

ISLO = Institutional Student Learning Outcome. The college has identified seven (7) ISLO's for our institution that were vetted over several semesters of work. The intent of the ISLO is to ensure that our students interact with the majority of the ISLO's when they are completing a program of study. Your course/program student learning outcomes need to map to at least one of the ISLO's below. Please review the descriptions located here.

<https://www.canyons.edu/Committees/CASL/Pages/ILO-Summary.aspx>

Select at least one that the course you are proposing will assess and put an X in the box(es) below.

*General Education and CTE courses need to relate to an ISLO

Critical Thinking

Effective Communication

Collaboration

Creative & Innovative Thinking

Information Literacy

Quantitative Literacy

Community Engagement & Global Responsibility