

**Academic Senate Agenda
May 12, 2005
3:00 p.m. I-330**

I. ROUTINE MATTERS

1. Approval of Senate summary for April 28, 2005 ([page 2](#))
2. Senate/Curriculum Calendar 2005-06 ([page 3](#))

II. REPORTS/INFORMATION

3. Student Senate/Smoking policy

III. DISCUSSION ITEMS

4. Commencement
5. Graduate Breakfast
6. Soup & Surprise Calendar

IV. ACTION ITEMS

7. Health and Safety Non-Credit Equivalency ([page 4](#))
8. Older Adult Non-Credit Equivalency ([page 5](#))
9. Curriculum Process Revisions ([page 6](#))
10. Approval of Curriculum summaries for April 21 ([pages 8 – 12](#))
11. Approval of Curriculum summaries for May 5, 2005 ([page 13 – 18](#))
12. Diversity list for Fall, 2005 ([page 7](#))

V. Adjournment/Open Forum

**Academic Senate Summary
April 28, 2005**

Attendance: Edel Alonso, Steve Dixon, Fred D'Astoli, Ana Palmer, Patty Robinson, Pamela Borrelli, Lea Templer, Deanna Davis, John Bartke, Miriam Golbert, Sherrill Pennington and Phil Marcellin

The summary for the Academic Senate meeting for April 14, 2005 was approved.
(Typographical changes are included on a meeting summary addendum.)

The Senate and Curriculum calendars for 2005-06 were tabled. We will see if we can adjust the calendars to allow for some additional curriculum committee meetings.

For information on the Statewide Senate's resolutions, please contact Michael Dermody.

The Discipline Assignment Committee recommended, and the Senate ratified, the establishment of the "Health and Safety" discipline for non-credit courses at COC. In a related note, due to some changes from the Chancellor's Office, some of our recently approved non-credit courses are being revised by Karen Myers so that they can be resubmitted.

The revisions to the Adjunct Hiring Procedures were confirmed, with minor technical changes. (Please see addendum)

The establishment of an interim non-credit hiring procedure was not approved. In the Fall, the Senate will be reviewing and developing curriculum and related procedures for the non-credit courses. Until that time, the adjunct hiring process will be used for non-credit. It was also noted that the current adjunct hiring process has a clause for emergency hires.

A discussion on on-line/hybrid courses was tabled until a further meeting. Lea Templer urged that we review some of the basic curricular and pedagogical philosophies that the campus has traditionally held regarding on-line/hybrid courses. There was also a desire to discuss proctoring methods for on-line/hybrid courses. This discussion will take place at a later meeting.

Soup and Surprise was reviewed. There was a discussion on the continued viability of the program. The participation level seems to have declined this semester – is this just a temporary trend? Ideas for improving attendance included additional advertising, better explanation of the program, and reviewing the days for the events. More discussion will follow.

Adjourned at 4:15 p.m.

ADDENDUM

Typographical changes to be made to the official meeting summary
Meeting of April 28, 2005

Meeting summary:

- Add Ana Palmer to the attendance list
- Change 'Dean Maloney' to 'Dena Maloney'
- The Academic Freedom Committee had 'its' first meeting 'and started to' ...
- Revisions to the Board Smoking Policy 'were'...
- There was a brief discussion on CSU's 'lower division transfer plan.'

Adjunct Hiring Process revisions

- Change 'appropriate' application to 'completed' application.
- Change the word 'reference' in all places to 'recommendations'.

2005-2006 Tentative Calendars Fall 2005

| Curriculum I | Senate I | Curriculum II | Senate II |
|--|--------------------|----------------------|---------------------------------|
| September 1 | September 8 | September 15 | September 22 |
| September 29 (special Fall mtg.) | | | |
| October 6 | October 13 | October 20 | October 27 |
| November 3 | November 10 | November 17 | Thanksgiving Holiday |
| December 1 | December 8 | Winter Break | Winter Break |

Spring 2006

| Curriculum I | Senate I | Curriculum II | Senate II |
|---------------------|-------------------|--|--------------------|
| | | January 26 (special Spring mtg.) | |
| February 2 | February 9 | February 16 | February 23 |
| March 2 | March 9 | March 16 | March 23 |
| April 6 | April 13 | April 20 | April 27 |
| May 4 | May 11 | Final Exams | Final Exams |

TO: Academic Senate
FROM: Discipline Committee
RE: Equivalencies for Non-Credit courses/Older Adults

Instructors of non-credit courses, like instructors of credit courses, must meet certain minimum qualifications to be able to teach at the college. The Board of Governors, upon the advice of the statewide Academic Senate, establishes these minimum qualifications on a statewide level.

Most “MQ”s allow for equivalencies, which are determined by the local Senate. Pending the establishment of a comprehensive set of policies and procedures for non-credit courses, the Disciplines Committee recommends that the Senate approve the following equivalencies so that we can continue to move forward with non-credit courses for the summer.

The Disciplines committee would also like to remind the Senate that “equivalencies” should not be read as “lesser” or “substitute” qualifications. All equivalencies must, by definition, be equal to the stated minimum qualifications.

The Chancellor’s office recently reminded Academic Senates that the establishment of single-course equivalencies is prohibited. Individuals are certified as being equivalent in a discipline, not in a course. An individual that meets the equivalency for a specific discipline is considered to have the MQ for any and all courses in that discipline.

ESTABLISHED MQ FOR NON-CREDIT/HEALTH AND FITNESS

| | |
|---------------|---|
| First option | a bachelor's degree in health science, health education, biology, nursing, dietetics, or nutrition |
| Second Option | an associate degree in any of those subjects, and four years of professional experience related to the subject of the course taught |

PROPOSAL 1

Licensure or certificate issued by the State of California, accrediting agency or national organization to perform work related to area of assignment **AND** six(6) years of professional.

The discipline committee also has some concerns with the following proposal, and would like the advice of the Senate:

PROPOSAL 2

A Bachelor’s in physical education, kinesiology, physiology of exercise or adaptive physical education

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ESTABLISHED MQ FOR NON-CREDIT/OLDER ADULT COURSES

| | |
|------------|---|
| PATTERN 1A | (1) A bachelor's degree with a major related to the subject of the course taught; and |
| | Thirty hours or two semester units of course work or class work in understanding the needs of the older adult, taken at an accredited institution of higher education or approved by the district. This requirement may be completed concurrently during the first year of employment as a noncredit instructor |
| PATTERN 1b | (1) A bachelor's degree with a major related to the subject of the course taught; and |
| | (B) One year of professional experience working with older adults. |
| PATTERN 2 | (2) An associate degree with a major related to the subject of the course taught; and |
| | two years of occupational experience related to the subject of the course taught; and |
| | sixty hours or four semester units of coursework or classwork in understanding the needs of the older adult, taken at an accredited institution of higher education or approved by the district. This last requirement may be completed concurrently during the first year of employment as a noncredit instructor. |

PROPOSAL:

Pattern 1a) ANY bachelors degree (as well as the course work stated above)
Pattern 1b) ANY bachelors degree (along with professional experience stated above)
Pattern 2) ANY associates degree (with the experience and coursework stated above).

The Disciplines committee will continue to develop additional equivalencies in the future.

TO: Academic Senate
FROM: Michael Dermody, Senate President
Deanna Davis, Curriculum Committee
RE: Proposed revisions to the Curriculum Committee Process

The curriculum committee is an established sub-committee of the Senate; under the Senate constitution it is recognized as the primary subcommittee of the Senate. Although the curriculum committee is charged with reviewing curricula revisions, deletions, and introductions, the establishment of process and procedure remains with the Senate at large.

In the past semester, there have been requests for procedural modifications in three areas. At this time the Senate is presented with an update on these proposed revisions.

EFFECTIVE DATE OF COURSES:

Currently, courses are approved with a “Semester of First Offering”. This can cause a problem if a curricula issue for a particular course or department emerges in the middle of a semester. As such, it is recommended approval be made effective with a specific date, rather than a semester.

Under this proposal, if a department brought forward a course to the curriculum approval in the middle of the semester, that course could be offered as of the effective approval date.

For example: A typical fall semester begins in August. A vital course revision is presented and approved on October 15. That course could then be offered anytime **after** October 16 (the course could be offered as an 8-week mid semester offering).

A question arises to the actual date of approval. Under the college’s current process, the curriculum committee’s report is not forwarded to the Board for final approval until the Senate ratifies that the committee followed all appropriate processes and procedures.

It is proposed that the date of the Senate ratification be established as the date of approval. The course will be considered “approved” after the date when the Senate ratified the curriculum committee’s process. The course can then be offered after that date.

E-MAIL MEETINGS

Recently, there was a meeting conducted by e-mail for the approval of a specific course. If there are no controversies, and if the approval is fairly pro-forma, e-mail meetings can be very efficient. However, for cases where there may be controversy and/or substantive issues for discussion, e-mail meetings are may not be conducive to proper discussion and review.

Until specific procedures have been developed for e-mail meetings, it is recommended that the curriculum committee refrain from e-mail meetings except for the most urgent issues.

It is also proposed that, pending development of such procedures, any committee member can request that an item in an “e-mail meeting” be tabled until the next regular meeting of the committee.

SUMMER MEETINGS

Although it would be helpful at times to have summer meetings of the curriculum committee, currently there are no established procedures that would allow for such meetings. It is recommended that the curriculum committee develop procedures to address the question of the curriculum committee meeting outside of the Fall and Spring semesters.

TO: Academic Senate
FROM: Curriculum Committee
RE: Diversity List revisions

This is the current list of courses that meet the diversity requirement. **Courses in bold were added to this list at the May 5, 2005, Curriculum Committee meeting.** This list will be effective Fall, 2005.

| | |
|-----------------|--|
| ANTHRO 103 | Cultural Anthropology |
| ANTHRO 210 | Indians of California |
| ANTHRO 215 | Indians of the Southwestern US |
| BIOSCI 120 | Women & Minorities in Science and Math |
| BUS 126 | Managing Diversity in the Workplace |
| COMS 256 | Intercultural Communication |
| COMS 260 | Communication and Gender |
| ECE 160 | Understanding & Education of Exceptional Children |
| ECE 165 | Teaching Children in a Diverse Community |
| EDUC 200 | Introduction to Special Education |
| EDUC 203 | Education in a Diverse Society |
| ENGL 262 | American Multicultural Literature |
| ENGL 270 | Introduction to African American Literature |
| ENGL 271 | Mythology |
| ENGL 273 | World Literature I |
| ENGL 274 | World Literature II |
| ENGL 280 | Women's Literature |
| GEOG 102 | Cultural Geography |
| HIST 116 | The African American Experience in the United States, 1619-1877 |
| HIST 117 | The African American Experience in the United States, 1870 to the Present |
| HIST 120 | The Role of Women in the History of the US |
| HIST 130 | Social and Cultural History of the United States |
| HIST 191 | History of Eastern Civilization I |
| HIST 192 | History of Eastern Civilization II |
| HIST 210 | History of California |
| HIST 230 | History of American Indians |
| HIST 242 | History of Modern Latin America |
| HIST 243 | History of Mexico and the Mexican and Chicano Peoples |
| HIST 245 | History of the Americas |
| PHILOS 102 | Introduction to Eastern Religion and Philosophy |
| PHILOS 220 | Introduction to Comparative Religion |
| POLSCI 290 | Ethnic and Gender Politics |
| PSYCH 230 | Human Sexuality |
| PSYCH 235 | Psychology of Gender Roles |
| PSYCH 240 | Abnormal Psychology |
| SIGN 110 | American Deaf Culture |
| SOCI 100 | Chicano/a Culture |
| SOCI 101 | Introduction to Sociology |
| SOCI 103 | The Changing Family |
| SOCI 105 | Multiculturalism in the US |
| SOCI 106 | Racial and Ethnic Relations in US Society |
| SOCI 110 | Self and Society |
| SOCI 151 | Juvenile Delinquency |
| SOCI 200 | Introduction to Women's Studies |
| SOCI 207 | Social Problems |
| SOCI 208 | Sociology of Death and Dying |
| SOCI 210 | Sociology of Deviance, Crime and Social Control |
| SOCI 230 | Sociology of Sexualities |
| SOCI 233 | Sociological Issues of Life and Longevity |

April 21 Meeting Summary

| Subject | | | | | |
|---------|-----|--|---|---------|--------------|
| None | | | | | |
| CIT | 080 | Microsoft Office Specialist Exam Review | Title change from Microsoft Office Specialist Review (add 'Exam'): APPROVED | FA 2005 | G. McKimmey |
| ENGL | 101 | English Composition and Literature | The English department is requesting a revised DLA for ENGL 101, 102 & 103 in order to offer full 100% online course options in the future. As the language currently reads for the DLA on these courses, we offer only hybrid-type courses: APPROVED | FA 2005 | J. Brezina |
| ENGL | 102 | Intermediate Composition, Literature and Critical Thinking | | | |
| ENGL | 103 | Critical Reading, Writing and Thinking | | | |
| PSYCH | 101 | Introduction to Psychology | The online versions of Psych 101 and Psych 172 are scheduled to be offered 100% online in Summer 2005 and Fall 2005, respectively. Since the current DLAs state that on ground meetings will be required, we will need to make revisions to allow for anywhere from 0-12 classroom hours: APPROVED | SU 2005 | R. Sheppard |
| PSYCH | 172 | Developmental Psychology | | | |
| SOCI | 101 | Introduction to Sociology | The Sociology department is requesting a revised DLA for SOCI 101, 103, 105, 200 & 207 in order to offer full 100% online course options in the future. As the language currently reads for the DLA on these two courses, we offer only hybrid-type courses: APPROVED | FA 2005 | S. Helfing |
| SOCI | 103 | Intimate Relationships and Families | | | |
| SOCI | 105 | Multiculturalism in the United States | | | |
| SOCI | 200 | Introduction to Women's Studies | | | |
| SOCI | 207 | Sociology 101, 200, and 207 | | | |
| BIOSCI | 112 | Field Biology of Regional Habitats | | FA 2006 | G. Nishiyama |

| | | | | | |
|-------------------|--------------------|--|---|---------|--------------|
| BIOSCI | 170 | Introduction to Investigatory Biology | | FA 2006 | G. Nishiyama |
| NC.OAD | ART04 | China Painting Creative Expression Through China Painting | | FA 2005 | K. Meyer |
| NC.VOC | FASH01 | Handcrafted Needlework: Production and Merchandizing for Retail Sales and Boutiques | | | |
| NC.OAD | ART05 | Creative Expression through Needlework Activities for the Older Adult | | FA 2005 | K. Meyer |
| NC.OAD | HLTH01 | Life Long Learning for Older Adults | | FA 2005 | K. Meyer |
| NC.OAD | HLTH03 | Mobility through Exercise - Slow Stretch/Tai Chi for Older Adults | | FA 2005 | K. Meyer |
| NC.OAD | HLTH04 | Mobility through Exercise - Low Impact Aerobics for Older Adults | | FA 2005 | K. Meyer |
| NC.OAD | HLTH05 | Mobility through Exercise, for Older Adults using Yoga | | FA 2005 | K. Meyer |
| NC.OAD | HLTH06 | Mobility through Exercise, for the Older Adult through Water Conditioning | | FA 2005 | K. Meyer |
| NC.PAED | CHLD01 | Special Topics Parenting | | FA 2005 | K. Meyer |
| REC | 204 101 | Recreation and Leisure in Contemporary Society | | FA 2006 | A. Green |
| REC | 202 102 | Planning Programs and Events for Recreation Experiences | | FA 2005 | A. Green |
| WELD | 166 | Pipe Layout and Fabrication | | FA 2005 | T. Baber |
| BUS | 185 | Principles of Importing and Exporting | Ctlg/Sched desc., Course Content Outline, Methods of Eval., Assignments, SLO, Text: APPROVED | FA 2005 | R. Waldon |

| | | | | | |
|--|----------------|---|---|------------------|------------|
| COUNS | 111 | Intro to College and Success Strategies Intro to College and Strategies for Success | Title change from 'Planning for College Success', ctlg/sched descriptions, SLO's, Methods of Eval, Asgnmts, Text: APPROVED with title change and minor modifications to descriptions. This should be equated to PERDEV-111 | FA 2005 | E. Alonso |
| WELD | 155 | Orbital Gas Tungsten Arc Welding | Title change from 'GTAW & Orbital Welding', prereq change from 120 or 150 to 102 or 150, ctlg/schd descrp., SLO, Course Content Outline, Assignments, Text: APPROVED | FA 2005 | T. Baber |
| NEW PROGRAMS: | | | | | |
| Paralegal | AS Degree | Required units in the major - 30. Required courses: PARLGL, 101, 104, 105, 106, 107, 108, 109, 110 & POLISC-150 Recommended Electives PARLGL 140 or 180: Tabled to next C.C. meeting after all courses have been approved | | FA 2005 or SP 06 | D. Orlik |
| Paralegal | Certificate | Required Courses - 24 units: PARLGL-101, 104, 105, 106, 107, 108, 109, & 110 . Recommended Electives PARLGL-180 & 140: Tabled to next C.C. meeting after all courses have been approved | | FA 2005 or SP 06 | D. Orlik |
| PROGRAM MODIFICATIONS: | | | | | |
| WELD | AS Degree | Total units required increased from 18 to 21. Provide 3 option for "15 units of Required Courses", Added 6 units of "Required Electives" MFGT-100 and ENGL-094: APPROVED only change is adding 166 as option for elective. The other changes were recorded by WebCMS as a result of putting the cursor in the box and saving | | FA 2005 | T. Baber |
| WELD | Certificate | Total units reduced from 26 to 21. Provide 3 option for "15 units of Required Major Courses", Added 6 units of "Required Electives" MFGT-100 and ENGL-094: APPROVED only change is adding 166 as option for elective. The other changes were recorded by WebCMS as a result of putting the cursor in the box and saving | | FA 2005 | T. Baber |
| NEW SPECIAL TOPICS COURSES: | | | | | |
| None | | | | | |
| MODIFIED SPECIAL TOPICS COURSES: | | | | | |
| FIRETC | 198FF | S-290 Intermediate Wildland Fire | Increase units and hours: .50 unit to 2 units and 8.5 hrs to 32 hrs. Author requesting back date change to FA 2004: APPROVED for SU 2005 | SU 2005 | S. Dixon |
| NEW DISTANCE LEARNING ADDENDUMS: | | | | | |
| None | | | | | |
| MODIFIED DISTANCE LEARNING ADDENDUMS: | | | | | |
| ENGL | 101, 102 & 103 | | English, Psychology and Sociology departments are requesting a revised DLA for ENGL 101, 102 & 103, PSYCH | FA 2005 | J. Brezina |

| | | | | |
|-------|--------------------------|--|---------|-------------|
| PSYCH | 101 & 172 | 101 & 172, AND SOCI 101, 103, 105, 200 & 207 in order to offer full 100% online course options in the future. As the language currently reads for the DLA on these two courses, we offer only hybrid-type courses. APPROVED -Psych was approved for SU 05 | FA 2005 | R. Sheppard |
| SOCI | 101, 103, 105, 200 & 207 | | FA 2005 | S. Helfing |

NEW REQUISITES:

None

MODIFIED REQUISITES:

| | | | | | |
|------|-----|----------------------------------|--|---------|----------|
| WELD | 155 | Orbital Gas Tungsten Arc Welding | Changed from WELD-120 and/or WELD-150 to WELD-102 or WELD-150: APPROVED | FA 2005 | T. Baber |
|------|-----|----------------------------------|--|---------|----------|

PROGRAM DELETIONS:

None

COURSE DELETIONS:

None

OTHER ACTION ITEMS:

None

DISCUSSION ITEMS:

FIRE, ADMJUS and LAPD Programs - Off Site service agreement courses: Barry Gribbons would like the Curriculum Committee to recommend a standard for dealing with curriculum for outside agencies such as the fire department and the sheriffs academy for courses that have already been taken or for courses that are in progress this semester. : Dr. Gribbons' gave a brief history of the outside agency program. Deanna Davis thanked Dr. Gribbons for the history of the program but wanted to address specifically the idea of back dating effective dates of new special topics courses and modification to existing courses. B. Gribbons clarified that "agencies do not have a guarantee or expectation of receiving college credit." In addition, B. Gribbons noted that he consulted with the district's legal counsel stating the Curriculum Committee has the authority to attach any date agreed upon.

B. Gribbons

Michael Dermody discussed documentation from Title V and the Chancellor's web site that related to the issue of whether it was good practice for a curriculum committee to backdate course approvals. D. Davis quoted from an Admissions and Records document entitled "Public Services Procedure" (dated 4/20/05) that stated that "new courses must go through our curriculum process before being offered." B. Gribbons felt the A&R procedures document was not a 'guiding document contractually bound.' At this time the Curriculum Committee decided to approve the Firetc 198FF special topic on this agenda for Summer 2005, not Spring 2005, because of uncertainty over the legality and appropriateness of backdating course approvals.. At the May 5th C.C. meeting, the Committee will discuss further the District's need for other service agreement courses to be backdated. It was also agreed that the Academic Senate would revisit their policy on effective dates to consider moving from 'term' driven to 'date' driven, allowing future proposals to be approved in the same term but still with a future date.

WebCMS proposal over 6 months old: currently WebCMS has several proposals in the queue over 6 months old - some initiated as far back as 2002: 27 in Stage 1, 3 in Stage 2, and 3 in Stage 3. The curriculum coordinator desires the WebCMS queue to accurately reflect proposed curriculum. Frequently The presidents office will ask for numbers regarding curriculum; hence it is important to have a real picture of activity.

Gina would like to add language to the Curriculum Handbook stating proposals will be purged after a certain period of time. **DID NOT HAVE TIME**

TO DISCUSS - TABLE FOR NEXT C.C. MEETING

G. Bogna

Committee Attendance: Curriculum Coordinator

| | |
|---|---------|
| Alonso, Edel - Substitute for J. Jacobson | Present |
| Baker, Diane - Substitute for A. Lowe | Present |
| Baytryan, Ruzanna | Absent |
| Brezina, Jennifer | Present |
| Davis, Deanna - Chair | Present |
| Fisher, Howard | Present |
| Green, Audrey - Articulation | Present |
| Robinson, Patty | Present |
| Smith, Nancy - Admin | Present |
| Student Representative | Absent |

MAY 5 Curriculum Committee Meeting

Committee Chair opened the meeting addressing policies and procedures. Deanna provided a hand out titled "Overview of Policy and Procedural Questions Before the Curriculum Committee", a comprehensive outline reviewing recent policy issues faced by the Curriculum Committee; such as Non Credit Courses and approving curriculum for courses offered in an existing term, prior term and deadline dates. Deanna reported the Chancellor's Office does not currently have a policy on approval dates for curriculum and asked the Curriculum Committee to make a policy locally until such a policy is established at the state level. Nancy Smith included that the Curriculum Committees responsibility is to approve curriculum and not factor in eligibility to collect apportionment. As a result, the committee agreed to approve proposals effective the meeting date and move away from "term" driven effective dates. In addition, the committee will establish an approval date policy at a retreat to be scheduled early Fall 2005. (A copy of the "Overview of Policy and Procedural Questions" will be posted to Curriculum Committee intranet link.)

| | | | | | |
|------------------------|--------------------|--|---|---------|---------------|
| ADMJUS | 130 | Report Writing for Law Enforcement | Change ENGL-091 advisory prerequisite to mandatory prerequisite: APPROVED | FA 2005 | B. Brode |
| DRFT - ENGR | 282 120 | Advanced AutoCAD - 2D | The drafting department wants to move their classes to ID and ENGR effective FA 2005. The schedule and catalog will reflect (Formerly DRFT-XXX) - the titles will not change, just the subject prefix and courses moved to ENGR will change the number too. | FA 2005 | S. Didrickson |
| DRFT - ENGR | 283 122 | Advanced AutoCAD - 3D | | FA 2005 | S. Didrickson |
| DRFT - ENGR | 259 125 | Mechanical Drafting Portfolio | The courses must be equated. APPROVED | FA 2005 | S. Didrickson |
| DRFT - ENGR | 253 114 | Solids Modeling for Mechanical Drafting | " " | FA 2005 | S. Didrickson |
| DRFT - ENGR | 252 112 | Mechanical Drafting II | " " | FA 2005 | S. Didrickson |
| DRFT - ID | 095L | Open CAD Lab | " " | FA 2005 | S. Didrickson |
| DRFT - ID | 163 | Architectural Drafting I | " " | FA 2005 | S. Didrickson |
| DRFT - ID | 260 | Codes and Zoning Regulations | " " | FA 2005 | S. Didrickson |
| DRFT - ID | 262 | Architectural Drafting II | " " | FA 2005 | S. Didrickson |
| DRFT - ID | 264 | AutoCAD for Architecture and Interior Design | " " | FA 2005 | S. Didrickson |

| | | | | | |
|----------------------|--------|---|---|---------|--------------------|
| DRET - ID | 265 | Advanced Cad for Architecture and Interior Design | " " | FA 2005 | S. Didrickson |
| DRET - ID | 269B | Architectural Design Portfolio | " " | FA 2005 | S. Didrickson |
| HIST | 102 | History of Western Civilization: The Modern Era | | SU 2005 | J. Glapa-Grossklag |
| HIST | 111 | United States History I | | SU 2005 | J. Glapa-Grossklag |
| HIST | 112 | United States History II | Modify DLA to allow course to be offered 100% online without face contact. | SU 2005 | J. Glapa-Grossklag |
| NC.OAD | ART01 | Watercolor Painting for Older Adults | Per Chancellor's office: change effective date to 6/01/05, lec hr 18, lab hr 54, title changed from "Watercolor Painting" - sched/ctlg descpt changes | SU 2005 | K. Meyers |
| NC.OAD | ART02 | Painting for Older Adults | Per Chancellor's office: change effective date to 6/01/05, lec hr 18, lab hr 54, title changed from "Painting", sched/ctlg descpt changes | SU 2005 | K. Meyers |
| NC.OAD | ART03 | Drawing- Beginning through Advanced for Older Adults | Per Chancellor's office: change effective date to 6/01/05, lec hr 18, lab hr 54, titled changed from "Drawing-Beginning through Advanced", sched/ctlg descpt changes | SU 2005 | K. Meyers |
| NC.OAD | ART05 | Creative Expression through Needlework Activities for the Older Adult | Per Chancellor's office: change effective date to 6/01/05, lec hr 9, lab hr 45 | SU 2005 | K. Meyers |
| NC.OAD | HLTH02 | Mobility Through Exercise, Physical Conditioning for Older Adults | Per Chancellor's office: change effective date to 6/01/05, lec hr 9, lab hr 45, title change from "Mobility Through Exercise, Physical Conditioning", sched/ctlg descpt changes | SU 2005 | K. Meyers |
| NC.OAD | MUSC02 | Creative Expression through Music Appreciation- Vocal and Instrumental For Older Adults | Per Chancellor's office: change effective date to 6/01/05, lec hr 9, lab hr 45, sched/ctlg descpt changes | SU 2005 | K. Meyers |
| NC.PAED | CHLD01 | Parenting Skills | Per Chancellor's office: change effective date to 6/01/05, lec hr 17 | SU 2005 | K. Meyers |

NEW COURSES:

| | | | | | |
|--------|-----|--|--|---------|----------|
| GENSTU | 110 | Introduction to Community Volunteerism | Discipline in question. Course content appears to dictate a sociology discipline. However, the authors' intent is to allow the course to be offered by any discipline. It was decided to return the proposal and modify content to speak directly to 'all disciplines'. NOT APPROVED -returned to author | FA 2005 | J. Hauss |
| PARLGL | 104 | Contract Law for Paralegals | Change discipline from Legal Asst. Non Masters to Law Masters. Modify advisory language to parallel advisory and not prerequisite: APPROVED | FA 2006 | D. Orlik |
| PARLGL | 105 | Tort Law | Change discipline from Legal Asst. Non Masters to Law Masters. Modify advisory language to parallel advisory and not prerequisite: APPROVED | FA 2005 | D. Orlik |

| | | | | | |
|--------|-----|----------------------------------|---|---------|------------|
| PARLGL | 106 | Legal Analysis & Writing | Return to author to add supplemental, eligibility for ENGL-101: APPROVED | FA 2005 | D. Orlik |
| PARLGL | 107 | Ethics for Paralegals | Change discipline from Legal Asst. Non Masters to Law Masters. APPROVED | FA 2005 | D. Orlik |
| PARLGL | 108 | Legal Research | Modify advisory language to parallel advisory and not prerequisite: APPROVED | FA 2005 | D. Orlik |
| PARLGL | 109 | Computer Literacy for Paralegals | Modify Course Content to include more "legal" software applications and less MS Office - too much like CIT-140. NOT APPROVED - returned to author | FA 2005 | D. Orlik |
| PARLGL | 200 | Paralegal Seminar | Modify prerequisite to include specific courses from paralegal degree: APPROVED | FA 2007 | D. Orlik |
| PHYSED | 142 | Beginning Rock Climbing | Add Physical Education as discipline. Section C1, include PE & Wellness, section C2 - include Area E pending articulation: APPROVED | FA 2005 | D. Stanich |
| PHYSED | 143 | Beginning Mountain Biking | Add Physical Education as discipline. Section C1, include PE & Wellness, section C2 - include Area E pending articulation: APPROVED | FA 2005 | D. Stanich |
| PHYSED | 144 | Beginning Ice Skating | Add Physical Education as discipline. Section C1, include PE & Wellness, section C2 - include Area E pending articulation. Print "material fee" language in schedule: APPROVED | FA 2005 | D. Stanich |

COURSE MODIFICATIONS

None

NEW PROGRAMS:

| | | | | |
|----|-------------------|---|---------|----------|
| AS | Paralegal Studies | 30 units: Required Courses: PARLGL-101, 104, 105, 106, 107, 108, 109, 110, 200, AND POLISC-150. Recommended Electives: PARLGL-140 AND 180. Replace PARLGL-109 with CIT-140: APPROVED | FA 2005 | D. Orlik |
|----|-------------------|---|---------|----------|

PROGRAM MODIFICATIONS:

None

NEW SPECIAL TOPICS:

ALL Special Topics are approved with effective date of 5-05-05

| | | | | | |
|--------|-------|------------------------------|--|----------|----------|
| ADMJUS | 098AB | Shotgun Transition | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 098AF | Emergency Vehicle Operations | From umbrella course ADMJUS-098 (PD) APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 098AK | Surveillance Techniques | From umbrella course ADMJUS-098 (PD): Increased lab hrs from 5.0 to 24.: APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 098AL | Mobile Field Force | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |

| | | | | | |
|--------|--------|---|--|----------|-----------|
| ADMJUS | 098AO | EVOC -PIT | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 098AP | Arrest and Control Recertification | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 098AQ | Laser Operator Course | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 098BC | Glock Pistol Transition | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 098BP | Mobile Field Forces I Tactics | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 098BQ | Mobile Field Forces II Tactics | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 098BT | Beanbag Deployment-Shotgun | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 098BR | CAL GANG | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |
| | | Arrest and Control: Recertification of | | | |
| ADMJUS | 098BS | Instructors | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 098BU | Suspect Perimeter and Containment | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 098BV | Patrol Officer Auto Theft Investigation | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 098BW | CCHRS | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 098BX | Basic Motorcycle School | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 098DA | Tactical Handgun CEOP 8 | From umbrella course ADMJUS-098 (PD): APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | 198AE | Auditing Police Departments | From umbrella course ADMJUS-198: APPROVED | 5/5/2005 | B. Brode |
| | | | From umbrella course FIRETC-198: Chng number to 198SS: | | |
| FIRETC | 198S | S - 356 Supply Unit Leader | APPROVED | 5/5/2005 | S. Dixon |
| | | | From umbrella course SPAN-198: Chng to 1 unit and 17 hrs lec: | | |
| SPAN | 198FI | Spanish for Firefighters I | APPROVED | 5/5/2005 | C. Acosta |
| | | | From umbrella course SPAN-198: Chng to 1 unit and 17 hrs lec: | | |
| SPAN | 198FII | Spanish for Firefighters II | APPROVED | 5/5/2005 | C. Acosta |

MODIFIED SPECIAL TOPICS:

| | | | | | |
|--------|-------|-------------------------|--|----------|----------|
| ADMJUS | | | From 4.25 hrs & .25 units to 8.00 hours & 1 unit. Chng units to .5: | | |
| (SH) | 098IE | CPR Recertification | APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | | | From 34 hours to 40 hours, units remain the same at 2.5: | | |
| (PD) | 098F | Watch Commander School | APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | | | From 34 hours to 40 hours, units remain the same at 2.5: | | |
| (PD) | 098H | Vice School | APPROVED | 5/5/2005 | B. Brode |
| ADMJUS | | | From 34 hours to 40 hours, units remain the same at 2.5. Chng unit | | |
| (PD) | 098J | Advanced Bicycle School | to 1.25: APPROVED | 5/5/2005 | B. Brode |

NEW DISTANCE LEARNING ADDENDUMS:

| | | | | | |
|-------|-----|-----------------------------------|-----------------------------------|---------|--------------|
| COUNS | 085 | Career and Job Search Preparation | Online delivery : APPROVED | FA 2005 | A. Michaelio |
|-------|-----|-----------------------------------|-----------------------------------|---------|--------------|

MODIFIED DISTANCE LEARNING ADDENDUMS:

None

NEW REQUISITES:

| | | | | | |
|--------|-----|-----------------------------|--|---------|----------|
| PARLGL | 104 | Contract Law for Paralegals | Advisory: PARLGL-101 Intro to Paralegal Studies: APPROVED | FA 2005 | D. Orlik |
| PARLGL | 105 | Tort Law | Advisory: PARLGL-101 Intro to Paralegal Studies : APPROVED | FA 2005 | D. Orlik |
| PARLGL | 108 | Legal Research | Advisory: PARLGL-101 Intro to Paralegal Studies : APPROVED | FA 2005 | D. Orlik |
| PARLGL | 200 | Paralegal Seminar | Prerequisites: PARLGL-101, 104, 105, 106, 107, 108, 409 , 110, POLISC-150 and Replace 109 with CIT-140: APPROVED | FA 2007 | D. Orlik |

MODIFIED REQUISITES:

None

PROGRAM DELETIONS:

None

COURSE DELETIONS:

| | | | | | |
|------|-----|---|-------------------------------------|---------|---------------|
| DRFT | 150 | Introduction to Mechanical Drafting and Auto CAD | Course is obsolete: APPROVED | SU 2005 | S. Didrickson |
| DRFT | 198 | Special Topics: Architecture | Course is obsolete: APPROVED | SU 2005 | S. Didrickson |
| DRFT | 286 | Fundamentals of Auto LISP and AutoCAD Customization | Course is obsolete: APPROVED | SU 2005 | S. Didrickson |

OTHER ACTION ITEMS:

None

DISCUSSION ITEMS:

Next Years Calendar: The Academic Senate has proposed a tentative calendar of meeting dates for 05-06 (see attached). The committee will discuss and vote and report back to the Academic Senate. D. Davis has proposed to the Academic Senate an adjustment that would give the Curriculum Committee additional September and February meetings to help us deal with the proposal crunch that tends to come during those months. Michael Dermody has said that we can do this. **Committee voted and agreed to add September 29 and last Thursday in January as meeting dates. Deanna will submit to Academic Senate for confirmation.**

D. Davis

Diversity List: Deanna received one memo from the History Dept. concerning revisions to the Diversity List. They want the committee to consider adding Hist 111, 112, and Hist 191. Deanna has not received any thing from any other department in response to an invitation to send her a memo requesting consideration for adding a revised course to the list. So the only courses we have to look at are the new versions of 111, 112, and 191. Courses already flagged to for inclusion are the new history courses, Hist 130 and the two African-American history courses 116 and 117. **Committee voted and agreed to add HIST-191 to diversity list. HIST-111 and 112 will not be added.**

D. Davis

WebCMS proposal over 6 months old: Currently WebCMS has several proposals in the queue over 6 months old - some initiated as far back as 2002: The curriculum coordinator desires the WebCMS queue to accurately reflect proposed curriculum. Frequently The presidents office will ask for numbers regarding curriculum; hence it is important to have a real picture of activity. Gina would like to add language to the Curriculum Handbook stating proposals will be purged after a certain period of time. : **Committee voted and agreed that 6 months is reasonable to purge WebCMS proposals under the premise the curriculum coordinator will not purge until the author has been notified.**

G. Bogna

| Committee Attendance: Curriculum Coordinator | |
|--|---------|
| Baytryan, Ruzanna | Absent |
| Brezina, Jennifer | Present |
| Davis, Deanna - Chair | Present |
| Fisher, Howard | Present |
| Green, Audrey - Artic | Present |
| Jacobson, Joan | Present |
| Lowe, Ann | Present |
| Robinson, Patty | Present |
| Smith, Nancy - Admin | Present |
| Student Representative | Absent |