

CURRICULUM COMMITTEE SUMMARY

September 30, 2021

3:00 pm – 5:00 pm

This meeting can be joined from PC, Mac, Linux, iOS or Android at: <https://canyonsonline.zoom.us/j/93343480156>, or by calling into the meeting at +1 669 900 9128 or +1 253 215 8782 (US Toll), Meeting ID#: 933 4348 0156

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Curriculum Committee Members

Members Present: Larry Alvarez – Health Professions and Public Safety; Patrick Backes – Articulation Officer & Curriculum Analyst (Non-voting); Chris Boltz – Visual and Performing Arts; Steve Erwin – Admissions and Records (Non-voting); Tricia George – Humanities; Holly Hitt-Zuniga - Applied Technologies; Lisa Hooper – Faculty Co-Chair; Julie Hovden – Enrollment Services; Susan Ling – At-large member; Saburo Matsumoto – At-large member; Jeremy Patrich – At-large member; Garrett Rieck – Noncredit; Omar Torres – Administrative Co-Chair; Lori Young – Business

Members Absent: Erin Barnthouse – Learning Resources; Leora Gabay – Kinesiology, Physical Education & Athletics; Tamera Rice – Social and Behavioral Sciences (substitute for Anne Marenco); Adjunct Representative – 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
MUSIC-188	Drum Circle/World Percussion Ensemble	This course will give our students the opportunity to experience hand drumming, an ancient form of music making. Drumming has been used to communicate messages over long distances and celebrate important events in a community. Our students will learn how drumming can promote community wellness. They will also enrich their knowledge of the world by learning the cultural context of rhythms from Africa, Latin America, the Caribbean, India and the Middle East. They will learn how to facilitate and share the drum circle experience to children, youth, adults and seniors. This ensemble will open the doors for percussionists to participate in our Applied Music program and Private Lessons.	W. Macpherson B. Feldman	TBD

Subject & Number	Title	Rationale for New Course Proposal	Author	Effective
NC.BUS-10A NC.BUS-10B	-Introduction to Project Management -MS Project Basics	Introduction to Project Management will give students a basic understanding of how to manage a team to complete projects. Students will learn to manage goals, objectives and create a Project Plan. Students will learn how to use standard Project Management Work Sheets, and understand the importance of communication and teamwork efficiency and effectiveness. MS Project Basics will give students a basic understanding of how to utilize MS Project to create work tasks, summary tasks, resource tasks, and milestones. Students will learn how to link and time tasks to assigned resources.	G. Quire G. Rieck	TBD
NC.CUL-001 NC.CUL-002 NC.CUL-003	-Culinary Safety & Sanitation (Mirrored with CULARTS-055) -Introduction to Baking Fundamentals -Advanced Baking Fundamentals	Students will start by learning the basics of workplace safety and sanitation. They will then move on to learning the fundamentals skills to gain employment as a baker. Between 2018 and 2028, there is a projected 9% increase in employment opportunities for bakers in LA County with 10,010 annual average openings (see attached labor market data). There are currently zero noncredit vocational baking classes available to students at any surrounding CA Community Colleges. There are several credit classes in baking including here at COC. However, these noncredit courses will uniquely serve students by increasing access and providing short-term classes in baking that can increase employability for high demand positions.	C. Schwanke K. Descher G. Rieck	TBD

-Motion to adopt the need for and conduct a full review of MUSIC-188; Motion by Chris Boltz, second by Julie Hovden. All in favor: Unanimous.

-Motion to adopt the need for and conduct a full review of NC.BUS-10A & 10B; Motion by Lori Young, second by Holly Hitt-Zuniga. All in favor: Unanimous.

-Motion to adopt the need for and conduct a full review of NC.CUL-001, 002, and 003; Motion by Susan Ling, second by Jeremy Patrich. All in favor: Unanimous.

NEW COURSE PROPOSALS – FINAL READ

The need for the following new course proposals were approved at previous Curriculum Committee meetings. 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	Author	Effective
ENGL-200	Introduction to U.S. Latina/o Literature	3 units, 54 hours lecture, 2 new SLO's. New DLA, 100% Online and Hybrid options.	A. Kaiserman	Fall 2022

-Motion to approve ENGL-200; Motion by Holly Hitt-Zuniga, second by Chris Boltz . All in favor: Unanimous.

NEW COURSE PROPOSALS – CONSENT CALENDAR

The following new course proposals 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	Author	Effective
NC.REAL-100	Real Estate Principles	0 units (Noncredit), 54 hours lecture. New SLO. New DLA, 100% online and Hybrid options. Mirrored noncredit version of REAL-100 credit course.	K. Anthony G. Rieck	Spring 2022
NC.REAL-101	Real Estate Practices	0 units (Noncredit), 54 hours lecture. New SLO. New DLA, 100% online and Hybrid options. Mirrored noncredit version of REAL-101 credit course.	K. Anthony G. Rieck	Spring 2022
NC.REAL-105	Real Estate Financing	0 units (Noncredit), 54 hours lecture. New SLO. New DLA, 100% online and Hybrid options. Mirrored noncredit version of REAL-105 credit course.	K. Anthony G. Rieck	Spring 2022
NC.REAL-115	Legal Aspects of Real Estate	0 units (Noncredit), 54 hours lecture. New SLO. New DLA, 100% online and Hybrid options. Mirrored noncredit version of REAL-115 credit course.	K. Anthony G. Rieck	Spring 2022
NC.REAL-120	Real Estate Appraisal	0 units (Noncredit), 54 hours lecture. New SLO. New DLA, 100% online and Hybrid options. Mirrored noncredit version of REAL-120 credit course.	K. Anthony G. Rieck	Spring 2022
NC.REAL-130	Escrow Procedures and Processing	0 units (Noncredit), 54 hours lecture. New SLO. New DLA, 100% online and Hybrid options. Mirrored noncredit version of REAL-130 credit course.	K. Anthony G. Rieck	Spring 2022

MODIFIED PROGRAMS – CONSENT CALENDAR

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

Program	Degree/Certificate	Description of Action	Author	Effective
English	A.A. Degree	Adding ENGL-200 to “Plus nine units from the following” section. No change in total major units required.	A. Kaiserman	Fall 2022
English	A.A.-T Degree	Adding ENGL-200 to “Plus three units from the following that have not already been selected from the courses listed above” section. No change in total major units required.	A. Kaiserman	Fall 2022

NEW DISTANCE LEARNING ADDENDUMS– CONSENT CALENDAR

The following is a summary of new Distance Learning Addendums (DLA's) that are being approved as part of the Consent Calendar of this agenda.

Subject & Number	Title	Type of Delivery	Author	Effective
ENGL-200	Introduction to U.S. Latina/o Literature	100% Online and Hybrid options.	A. Kaiserman	Fall 2022

-Motion to approve the 09/30/2021 Consent Calendar as presented above; Motion by Jeremy Patrich, second by Mary Bates. All in favor: Unanimous.

NEW PROGRAMS – FINAL READ

These program 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

Program	Degree/Certificate	Description of Action	Author	Effective
Real Estate	Certificate of Completion	Required courses: NC.REAL-100 & 101. Plus one course from the following: NC.REAL-105, 115, 120, or 130. 162 total hours, new program SLO.	K. Anthony G. Rieck	TBD

-Motion to approve the Real Estate Certificate of Completion; Motion by Jeremy Patrich, second by Chris Boltz. All in favor: Unanimous.

Discussion Items:

Chair Report – Lisa Hooper

- Brown Act. Through a combination of legislation and executive action, the Brown Act “reprieve” has been extended. All indications are that the act will be amended during this extension to better reflect the changing technological landscape. Met with David Andrus and Jim Temple to review on-campus meeting room options, plan is to continue in our current format through the Fall and to have an on-campus meeting location for the Spring.

- “Call to Action”. The Cultural Competency Checklist is beginning to work its way into conversations outside of Curriculum. Chancellor Oakley’s mandate lists as its first task: *1. A System wide review of law enforcement officers and first responder training and curriculum. Our system trains the majority of law enforcement officers, firefighters and EMTs in California. We have an opportunity to transform our communities by leading the nation in training our law enforcement officers and first responder workforce in unconscious/implicit bias, de-escalation training with cultural sensitivity, and community-oriented/de-militarized approaches. This work must be led system wide in partnership with the Academic Senate for California Community Colleges (ASCCC), faculty at our colleges, Career Technical Education Deans, workforce education practitioners, local communities and key stakeholders such as the Commission on Peace Officer Standards and Training (POST).* Larry Alvarez, SB Tucker, Keith Kawamoto will be reviewing their curriculum with our help. We (David Andrus and I as Senate leadership) are working on a collaboration with a work group from IE2 and Equity Minded Practitioners to help with this review.

- Mirroring Courses. “Mirrored” courses are courses that exist in both Credit and Noncredit, and use the same Course Outline of Record. While uncommon, some subjects benefit from this construct. A mirroring procedure is in development, but basically what gets mirrored is at our discretion, but all students are awarded letter grades and can later pay enrollment fees and receive credit. No recency requirement has been included, and the procedure should be approved by the Senate soon.

-New Distance Learning Addendum. Modalities, here is a newer idea/suggestion:

- FOA** = fully online, asynchronous
- FOS** = fully online, synchronous
- POA** = partially online, asynchronous
- POS** = partially online, synchronous
- FOMA** = fully online through mutual agreement
- FOIA** = fully online with in-person assessment

Reviewing addendums and formats vary considerably. Once we determine modalities, we will work on the prompts. Will try to limit fillable fields to only that which is unique to the course

- eLumen Auditing. Feedback to authors is very helpful; the more often they hear it. Please don't forward curriculum in bad shape; send back to author and send them to our [technical review checklist](#).