

# CURRICULUM COMMITTEE SUMMARY

October 28, 2021

3:00 pm – 5:00 pm

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**Members Present:** Larry Alvarez – Health Professions and Public Safety; Patrick Backes – Articulation Officer & Curriculum Analyst (Non-voting); Erin Barnthouse – Learning Resources; Mary Bates – Mathematics, Science and Engineering; Chris Boltz – Visual and Performing Arts; Steve Erwin – Admissions and Records (Non-voting); Leora Gabay – Kinesiology, Physical Education & Athletics; 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; Tamera Rice – Social and Behavioral Sciences (substitute for Anne Marenco); Lori Young – Business

**Members Absent:** Garrett Rieck – Noncredit; Omar Torres – Administrative Co-Chair; Adjunct Representative – Vacant

## 1. Resolution to Implement Teleconferencing During a Proclaimed State of Emergency (Curriculum Committee).

**-Motion to implement the Resolution to Implement Teleconferencing During a Proclaimed State of Emergency; Motion by Mary Bates, second by Chris Boltz. All in favor: Unanimous. Jeremy Patrich 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. 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
MUSIC-188	Drum Circle/World Percussion Ensemble	1 unit, 70 hours lab, <b>New SLO, new audition prerequisite.</b>	W. Macpherson B. Feldman	Spring 2022
NC.BUS-10A	Introduction to Project Management	0 units (noncredit), 28 - 32 hours, <b>New SLO, new DLA 100% online and Hybrid options.</b>	G. Quire G. Rieck	Winter 2022
NC.BUS-10B	Microsoft Project Basics	0 units (noncredit), 28 - 32 hours, <b>New SLO, new DLA 100% online and Hybrid options.</b>	G. Quire G. Rieck	Winter 2022
NC.CUL-002	Baking Fundamentals I	0 units (noncredit), 36 - 48 hours, <b>New SLO, new DLA Hybrid option only. New prerequisite, or concurrent enrollment in, of NC.CUL-001.</b>	C. Schwanke K. Descher G. Rieck	Winter 2022

Subject & Number	Title	Description	Author	Effective
NC.CUL-003	Baking Fundamentals II	0 units (noncredit), 36 - 48 hours, <b>New SLO, new DLA Hybrid option only. New recommended preparation of NC.CUL-002.</b>	C. Schwanke K. Descher G. Rieck	Winter 2022

-Motion to approve MUSIC-188; Motion by Julie Hovden, second by Chris Boltz. All in favor: Unanimous.

-Motion to approve NC.BUS-10A; Motion by Lori Young, second by Jeremy Patrich. All in favor: Unanimous.

-Motion to approve NC.BUS-10B; Motion by Tammera Rice, second by Erin Barnthouse. All in favor: Unanimous.

-Motion to approve NC.CUL-002; Motion by Tammera Rice, second by Chris Boltz. All in favor: Unanimous.

-Motion to approve NC.CUL-003; Motion by Leora Gabay, 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
Project Management for Non-Project Managers	Certificate of Completion	Required courses: NC.BUS-10A & 10B. <b>56 – 64 total hours, new program SLO.</b> Workforce Preparation Certificate.	G. Quire G. Rieck	TBD

-Motion to approve the Project Management for Non-Project Managers Certificate of Completion; Motion by Mary Bates, second by Julie Hovden. 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
MUSIC-155	Introduction to Audio Production	3 units, 36 hours lecture, 54 hours lab. <b>New SLO's (2). Repackaging of existing curriculum, course will be cross listed with currently approved MEA-155 course.</b>	W. Macpherson B. Feldman	Fall 2022
NC.CUL-001	Culinary Safety and Sanitation	0 units (Noncredit), 18 hours lecture. <b>New SLO. new DLA 100% online and Hybrid options. Mirrored Noncredit version of CULARTS-055 credit course.</b>	C. Schwanke K. Descher G. Rieck	Winter 2022

## DELETED COURSES – CONSENT CALENDAR

The following items are being approved as part of the Consent Calendar of this agenda 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
MATH-111	Finite Math	Course will no longer be offered.	C. Johnson	Fall 2022

## 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
ANTHRO-220	Magic, Witchcraft and Religion	<del>New DLA, 100% online and Hybrid options.</del>	S. Etheridge	Winter 2022
COMS-150	Oral Interpretation	<del>New DLA, 100% online and Hybrid options.</del>	T. Rice	Winter 2022

## 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 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
<del>FIRETC-109</del>	<del>Principles of Fire and Emergency Services Safety &amp; Survival</del>	<del>Revised objectives and content, updated textbooks.</del>	<del>K. Kawamoto</del>	<del>Fall 2022</del>
MFGT-090	Measurements and Computations	Revised description, objectives, and content. Updated textbook.	T. Baber	Fall 2022
NC.TUTR-094	Supervised Tutor	Revised description, objectives, and content. Updated textbook. <b>Revised SLO.</b>	E. Delaney	Fall 2022
PARLGL-106	Legal Analysis and Writing	Revised objectives and content, updated textbooks. <b>Revised SLO.</b>	L. Young	Fall 2022
PARLGL-108	Legal Research	Revised objectives and content, updated textbooks.	L. Young	Fall 2022
PARLGL-140	Bankruptcy	Revised objectives and content, updated textbooks.	L. Young	Fall 2022
PARLGL-180	Estate Planning	Revised objectives and content, updated textbooks.	L. Young	Fall 2022
PHILOS-225	Introduction to Philosophy of Religion	Revised objectives and content, updated textbooks.	A. Jones-Cathcart	Fall 2022

Subject & Number	Title	Description of Action	Author	Effective
PHILOS-240	Contemporary Moral Problems	Revised objectives and content, updated textbooks.	A. Jones-Cathcart	Fall 2022
PSYCH-126	Cognitive Psychology	Revised objectives and content, updated textbooks. <b>Revised SLO's (2).</b>	M. Andrade	Fall 2022
SOCI-107	Introduction to Chicana/o Culture	Revised description, objectives, and content. Updated textbook. <b>Revised SLO.</b>	H. Ramirez	Fall 2022
SOCI-110	Self and Society	Revised objectives and content, updated textbooks.	S. Helfing K. Coleman	Fall 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
Filmmaking	AA Degree	Adding MUSIC-155 as option to MEA-155. No change to total major units required.	J. Amador	Fall 2022
Music	AA Degree	Adding MUSIC-188 to “Plus 4 units from the following” section. No change to total major units required.	W. Macpherson B. Feldman	Fall 2022
Music	AA-T Degree	Adding MUSIC-188 to Ensemble section of degree. No change to total major units required.	W. Macpherson B. Feldman	Fall 2022
Music Recording Software	Certificate of Specialization	Adding MUSIC-155 as option to MEA-155. No change to total certificate units required.	W. Macpherson B. Feldman	Fall 2022
New Media Journalism	AA Degree	Adding MUSIC-155 as option to MEA-155. No change to total major units required.	J. Amador	Fall 2022
News Reporting and Anchoring	Certificate of Specialization	Adding MEA-230 as an option to MEA-210. No change it total certificate units.	D. Brill	Fall 2022
Sound Arts	AA Degree	Adding MUSIC-155 as option to MEA-155. No change to total major units required.	J. Amador	Fall 2022

## MODIFIED INSTRUCTIONAL SERVICE AGREEMENT (ISA) COURSES – CONSENT CALENDAR

The following modified courses were reviewed, and recommended for approval as part of the Consent Calendar of this agenda, 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
LEPD-065	Arrest and Control Instructor Part 1	No change to agency approved curriculum, course outline revised to meet curriculum committee standards.	I. Yanez	Winter 2022
LEPD-086	Arrest and Control Instructor Part 2	No change to agency approved curriculum, course outline revised to meet curriculum committee standards.	I. Yanez	Winter 2022

## PROGRAM MAPS – CONSENT CALENDAR

The following Program Maps have been recommended for approval as part of the Consent Calendar of this agenda. These Program Maps will not be reviewed during this committee meeting, and the authors of the following items are not required to attend this meeting.

Program	Degree/Certificate	Description of Action	Author	Effective
Animation Production	Certificate of Achievement	<i>Program map conforms to program approved and chaptered with the Chancellor's Office Curriculum Inventory</i>	J. Baker	Fall 2021
Computer Aided Drafting	Certificate of Achievement	<i>Program map conforms to program approved and chaptered with the Chancellor's Office Curriculum Inventory</i>	J. Oliver	Fall 2021
Computer Animation	Certificate of Achievement	<i>Program map conforms to program approved and chaptered with the Chancellor's Office Curriculum Inventory</i>	J. Baker	Fall 2021
Fire Technology Pre-Service	Certificate of Achievement	<i>Program map conforms to program approved and chaptered with the Chancellor's Office Curriculum Inventory</i>	K. Kawamoto	Fall 2021
Interior Design	Certificate of Achievement	<i>Program map conforms to program approved and chaptered with the Chancellor's Office Curriculum Inventory</i>	J. Oliver	Fall 2021
Interior Design – Set Decorator for TV and Film	Certificate of Achievement	<i>Program map conforms to program approved and chaptered with the Chancellor's Office Curriculum Inventory</i>	J. Oliver	Fall 2021
News Reporting and Anchoring	Certificate of Specialization	<i>Program map conforms to local approved program.</i>	J. Baker	Fall 2021
Sustainable Design and Development	Certificate of Achievement	<i>Program map conforms to program approved and chaptered with the Chancellor's Office Curriculum Inventory</i>	J. Oliver	Fall 2021
Sustainable Design and Development	Certificate of Specialization	<i>Program map conforms to local approved program.</i>	J. Oliver	Fall 2021

## 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
MUSIC-188	Drum Circle/World Percussion Ensemble	New audition prerequisite.	W. Macpherson B. Feldman	Spring 2022
NC.CUL-002	Baking Fundamentals I	New prerequisite, or concurrent enrollment in, of NC.CUL-001.	C. Schwanke K. Descher G. Rieck	Winter 2022
NC.CUL-003	Baking Fundamentals II	New recommended preparation of NC.CUL-002.	C. Schwanke K. Descher G. Rieck	Winter 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
<del>ANTHRO-220</del>	<del>Magic, Witchcraft and Religion</del>	<del>100% online and Hybrid options.</del>	<del>S. Etheridge</del>	<del>Winter 2022</del>
COMS-150	Oral Interpretation	100% online and Hybrid options.	T. Rice	Winter 2022
NC.BUS-10A	Introduction to Project Management	100% online and Hybrid options.	G. Quire G. Rieck	Winter 2022
NC.BUS-10B	Microsoft Project Basics	100% online and Hybrid options.	G. Quire G. Rieck	Winter 2022
NC.CUL-001	Culinary Safety and Sanitation	100% online and Hybrid options.	C. Schwanke K. Descher G. Rieck	Winter 2022
NC.CUL-002	Introduction to Baking Fundamentals	Hybrid option only.	C. Schwanke K. Descher G. Rieck	Winter 2022
NC.CUL-003	Advanced Baking Fundamentals	Hybrid option only.	C. Schwanke K. Descher G. Rieck	Winter 2022

**-Motion to approve the 10/28/2021 Consent Calendar as presented above; Motion by Jeremy Patrich, second by Erin Bartnouse. 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
Baking Fundamentals	Certificate of Completion	Required courses: NC.CUL-001, 002, and 003. <b>90 – 114 total hours, new program SLO.</b> Short-Term Vocational Certificate.	C. Schwanke K. Descher G. Rieck	TBD

**-Motion to approve the Baking Fundamentals Certificate of Completion; Motion by Tammera Rice, second by Chris Boltz. All in favor: Unanimous.**

### Discussion Items:

Chair Reports – Lisa Hooper

Review of Annual Report that was given to the Academic Senate on 10/21/2021.

-2021-22 Curriculum Committee members and which members attended the Curriculum Institute.

-Curriculum Committee's Role in Shared Governance: We are tasked with ensuring our courses and programs:

- Serve our mission
- Have a demonstrable need
- Conform to internal and external standards
- Have adequate resources to be delivered effectively
- And comply with Ed Code and Title 5 regulations
- We make recommendations to the Board of Trustees as a sub-committee of the Academic Senate

-Review of the eLumen new & Modified course proposal audit trail.

-Review of what the Curriculum Committee accomplished last year.

-Highlights from 2020-21:

- Implemented AB 705 Solutions for ESL
- Distance Learning Addenda

Applied FOMA (fully online through mutual agreement) DLA's to all courses being taught remotely during the pandemic that did NOT already have a permanent DLA applied.

Applied permanent DLA's to most courses for which instruction through distance education can achieve the objectives as described in the COR.

- [Correspondence Addendum](#)
- Ethnic Studies (CSU GE Area F) – 12 courses submitted; one was approved
- Call to action: [Cultural Competency Checklist](#)
- Non-Credit – slowing down but still growing
- Program Viability – curriculum (changes) triggered by initiation, substantial modification, or revitalization

-2021-2022 Goals:

New Distance Learning Addendum

- Capture language changes to Title 5
- Reflect all modalities

Ethnic Studies

- Discuss how to develop more local options for students
- We also have to have an Ethnic Studies Local GE requirement
- Collaborations ongoing with Equity Minded Practitioners and others

Review of all First-Responder Curriculum (courses and programs) in response to [Call to Action](#) mandate from the Chancellor's Office.

Audit Review – should there be a “cultural competency” auditor.

Respond to legislation (AB 1460, AB 928, AB 1111).

-Changes to Distance Education, Title 5 55200:

- **Section 55204** — replaces “effective contact” with “substantive interaction” and adds more detail. This section incorporates the expanded federal definitions for “substantive interaction” and “regular interaction.”
- **Section 55206** — reference change from “effective contact” to “substantive interaction” to align with the language in the other sections.
- **Section 55208** — adds the accrediting agency's qualifications for instruction as criteria for instructors. The primary accrediting agency for the majority of the California Community Colleges is the Accrediting Commission for Community and Junior Colleges.
- **Section 55005** — adds various online course disclosures to students prior to enrollment in a course including in-person synchronous meeting dates and times, asynchronous in-person activities, labs or field trips, and technology or application requirements.



-Revision to our Permanent Distance Learning Addendum:

Regular and substantive interaction with students and between students

- Begs the question of “touchpoints”
- should this be a part of our regular DE addendum?

Modes of Delivery

- **FOA** = fully online asynchronous
- **FOS** = fully online synchronous
- **FOC** = full online combination (asynchronous + synchronous)
- **POA** = partially online asynchronous
- **POS** = partially online synchronous
- **FOIA** = fully online with in-person assessment
- **FOMA** = fully online through mutual agreement

Modes of Delivery - from “100% Online” & “Hybrid” to the following:		
100 % ONLINE	HYBRID	OTHER
FOA Fully Online Asynchronous “Online” <small>Former 100% online</small>	POA Partially Online Asynchronous “InPerson & Online” <small>Former Hybrid</small>	FOMA Fully Online through Mutual Agreement
FOS Fully Online Synchronous “OnlineLIVE” <small>- days/times for OnlineLIVE must be published in class schedule</small>	POS Partially online synchronous “InPerson & OnlineLIVE” <small>- days/times/location for InPerson must be published in the class schedule - days/times for OnlineLIVE must be published in the class schedule</small>	FOIA Fully Online with InPerson Assessment <small>- Still being locally defined</small>
FOC Fully Online Combination asynchronous + synchronous “Online & OnlineLIVE” <small>- days/times for OnlineLIVE must be published in class schedule</small>		HyFlex <small>- Still being locally defined</small>

## Distance Learning Addendum Options would read as follows:

- ❑ Fully Online
  - ❑ Asynchronous (Online)
  - ❑ Synchronous (OnlineLIVE)
  - ❑ Combination (Online & OnlineLIVE)
- ❑ Partially Online
  - ❑ Asynchronous (InPerson & Online)
  - ❑ Synchronous (InPerson & OnlineLIVE)
- ❑ Fully Online through Mutual Agreement
- ❑ HyFlex – *still being locally defined*
- ❑ Fully Online with InPerson Assessment – *still being locally defined*