

NONCREDIT CURRICULUM COMMITTEE AGENDA

March 5, 2024

1:00 pm – 2:50 pm

This meeting will be held via teleconference and 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. Additional teleconference locations are listed at the end of this agenda.

If you need a disability-related modification or accommodation (including auxiliary aids or services) to participate in this public meeting, or if you need an agenda in an alternate form, please contact the Instruction Office at (661) 362-5479 at least 48 hours before the scheduled meeting. If you would like copies of any of the proposals on this agenda, please contact Patrick Backes at patrick.backes@canyons.edu. These meetings may be audio recorded for note taking purposes. These recordings are deleted once the meeting summary is approved by the Academic Senate.

Noncredit Curriculum Committee Members

Chairs: Garrett Rieck – Faculty Co-Chair; Dianne Avery – Administrative Co-Chair

School Representatives: Brittany Applen – Kinesiology, Physical Education & Athletics; Chris Boltz – Visual and Performing Arts; Fiorella Chauca – Humanities; Christina Chung – Business; Jennifer Paris – Social and Behavioral Sciences; Jeremy Patrich – Mathematics, Sciences and Engineering; Erika Torgeson – Enrollment Services; Vacant – Applied Technologies

At- Large Members: Jessica Crowley – Health Professions & Public Safety; Dora Lozano – Enrollment Services; Graciela Martinez – Enrollment Services

Adjunct Members: Jessica Edmond – Personal and Professional Learning; Yasser Issa – Business/Personal and Professional Learning; Susan Prier – Personal and Professional Learning

Non-Voting Members: Patrick Backes – Articulation Officer & Curriculum Analyst; Lisa Pavik – Noncredit Enrollment Services

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.CAWT-012A	Keyboarding (Typing)	Typing/keyboarding is a fundamental skill in today’s digital age. Learning proper typing techniques ensures students can accurately and efficiently input information into computers, laptops, and various electronic devices. This basic skill will improve with time towards higher accuracy and speed. Learning proper keyboarding can help student avoid repetitive strain injuries	M. Markarian	TBD
NC.EDUC-109	OnlineLive and Hyflex Training	CETL’s OnlineLIVE and HyFlex training can uniquely serve our faculty at College of the Canyons and educators throughout the community in several ways. The OnlineLIVE modality promotes flexibility and accessibility. Our students often juggle multiple responsibilities, including part-time jobs and family commitments. OnlineLIVE and HyFlex training encourages educators to create classroom learning that allows students to attend classes remotely, providing flexibility and making education more accessible	J. Johnson R. Wonser	TBD
NC.VOC-001 NC.VOC-002	Mastering Executive Functioning Skills for College and Career I Mastering Executive Functioning Skills for College and Career II	These Executive Functioning courses are uniquely tailored to serve students with special needs who struggle in college, career, and life by providing them with targeted support to develop essential skills for success. Here’s how this course will uniquely benefit all students at COC, especially those from the AAC population.	B. Lieberman J. Ryan	TND

NEW COURSE PROPOSALS – FINAL READ

The need for the following new course proposals were approved at a previous Noncredit Curriculum Committee meeting, or through the Program Viability process.
These course outlines were reviewed through a technical review process and will now be reviewed by Noncredit Curriculum Committee.

Subject & Number	Title	Description of Action	Author	Effective
NC.ESL-050	American Language and Culture through Contemporary Life	0 Units (Noncredit) 45 -70 hours. New SLO, New DLA: Fully Online Asynchronous (FOA), Fully Online Synchronous (FOS), Fully Online Combination (FOC), Partially Online Asynchronous (POA), Partially Online Synchronous (POS). New Recommended Preparation of NC.ESL-4B or equivalent.	H. MacLean K. Simpson J. Edmond R. Armendariz Monay-Lopez	Summer 2024

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	Type of Delivery	Author	Effective
NC.NURS-089	Success in Fundamental Nursing	Changing to hours range of 15-21.	T. Waller	Summer 2024
NC.NURS-093	Success in Maternal Newborn and Pediatric Nursing	Changing to hours range of 7 -11.	T. Waller	Summer 2024
NC.NURS-094	Success in Psychiatric Nursing	Changing to hours range of 7 -11.	T. Waller	Summer 2024
NC.NURS-096	Success in Advanced Medical/Surgical Nursing	Changing to hours range of 15-21.	T. Waller	Summer 2024
NC.SIGN-001	Introduction to ASL for Personal and Professional Development 1A	Changed title (formerly “Introduction to ASL for Family and Community 1A). Changed TOP code “0899.00 – Other Education”, and Noncredit category to “Workforce Preparation”.	B. Applen	TBD
NC.SIGN-002	Introduction to ASL for Personal and Professional Development 1B	Changed title (formerly “Introduction to ASL for Family and Community 1B). Changed TOP code “0899.00 – Other Education”, and Noncredit category to “Workforce Preparation”.	B. Applen	TBD
NC.SIGN-005	Intermediate Conversational ASL for Personal and Professional Development	Changed title (formerly “Beginning Conversational ASL for College and Career). Changed TOP code “0899.00 – Other Education.	B. Applen	TBD
NC.SIGN-006	Advanced Conversational ASL for Personal and Professional Development	Changed title (formerly “Advanced Conversational ASL for College and Career). Changed TOP code “0899.00 – Other Education.	B. Applen	TBD

MODIFIED PROGRAMS – 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.

Program	Degree/Certificate	Description of Action	Author	Effective
Conversational ASL for Personal and Professional Development	Certificate of Completion	Changed title (formerly “Conversational ASL for College and Career).	B. Applen	TBD

NEW PROGRAMS – FINAL READ

These program outlines were reviewed through a technical review process and will now be reviewed by the Noncredit Curriculum Committee.

Program	Degree/Certificate	Description of Action	Author	Effective
ASL for Personal and Professional Development	Certificate of Completion	2 required courses: NC.SIGN-001 & 002. 60 – 80 required hours. New PSLO. Workforce Preparation Certificate	B. Applen	TBD

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
NC.ESL-050	Generative AI for Students: Research and Study Tools	Recommended Preparation of NC.ESL-4B or equivalent.	H. MacLean K. Simpson J. Edmond R. Armendariz Monay-Lopez	Summer 2024

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
NC.ESL-050	Generative AI for Students: Research and Study Tools	Fully Online Asynchronous (FOA), Fully Online Synchronous (FOS), Fully Online Combination (FOC), Partially Online Asynchronous (POA), Partially Online Synchronous (POS).	H. MacLean K. Simpson J. Edmond R. Armendariz Monay-Lopez	Summer 2024