

NONCREDIT CURRICULUM COMMITTEE SUMMARY

October 17, 2023

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.

Members Present: Brittany Applen – Kinesiology, Physical Education & Athletics; Dianne Avery – Administrative Co-Chair; Patrick Backes – Articulation Officer & Curriculum Analyst (Nonvoting); Chris Boltz – Visual and Performing Arts; Fiorella Chauca – Humanities; Christina Chung – Business; Jessica Crowley – At-large member; Jessica Edmond – At-large member; Yasser Issa – At-large member; Dora Lozano – At-large member; Graciela Martinez – At-large member; Jeremy Patrich – Mathematics, Sciences and Engineering; Susan Prier – At-large member; Garrett Rieck – Faculty Co-Chair; Erika Torgeson – Enrollment Services

Members Absent: Jennifer Paris – Social and Behavioral Science; Lisa Pavik – Noncredit Enrollment Services

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.ARCH-050 | Introduction to Model Making | 0 Units (Noncredit) 4 – 8 hours. New SLO. | J. Oliver | Spring 2024 |
| NC.ARCH-096 | Architecture and Interior Design Lab | 0 Units (Noncredit) 36 – 56 hours. New SLO. New Prerequisite of NC.ARCH-050. | J. Oliver | Spring 2024 |
| NC.EDUC-110 | Future Instructors Training for Higher Education | 0 Units (Noncredit) 12 – 16 hours. New SLO, New prerequisite of NC.EDUC-100. New DLA: Fully Online Asynchronous (FOA), Fully Online Synchronous (FOS), Fully Online Combination (FOC), Partially Online Asynchronous (POA), Partially Online Synchronous (POS). | J. Johnson R. Wonser L. Malley T. Mahan | Spring 2024 |
| NC.ID-050 | Introduction to Model Making | 0 Units (Noncredit) 4 – 8 hours. New SLO. | J. Oliver | Spring 2024 |
| NC.ID-096 | Architecture and Interior Design Lab | 0 Units (Noncredit) 36 – 56 hours. New SLO. New Prerequisite of NC.ID-050. | J. Oliver | Spring 2024 |

-Motion to approve NC.ARCH-050 & NC.ID-050; Motion by Jeremy Patrich, second by Ericka Torgeson. All in favor: Unanimous

-Motion to approve NC.ARCH-096 & NC.ID-096; Motion by Chris Boltz, second by Jessica Crowley. All in favor: Unanimous

-Motion to approve NC.EDUC-110; Motion by Jeremy Patrich, second by Christina Chung. All in favor: Unanimous

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 |
|---------------------------------------------------|---------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|-----------|
| Fundamental Teaching Skills for Higher Education | Certificate of Completion | 2 required courses: NC.EDUC-100 & 110, 48 – 52 hours. New PSLO. Workforce Preparation Certificate. | J. Johnson R. Wonser L. Malley T. Mahan | TBD |
| Model Making for Architecture and Interior Design | Certificate of Completion | 2 required courses: NC.ARCH-050 or NC.ID-050 and NC.ARCH-096L or NC.ID-096L, 40 – 64 hours. New PSLO. Workforce Preparation Certificate. | J. Oliver | TBD |

-Motion to approve the Fundamental Teaching Skills for Higher Education; Motion by Jeremy Patrich, second by Dora Lozano. All in favor: Unanimous

-Motion to approve the Model Making for Architecture and Interior Design; Motion by Erika Torgeson, second by Yasser Issa. All in favor: Unanimous

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.CUL-001 | Culinary Safety and Sanitation | Changing hours to a range of 16 - -24 hours. <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |
| NC.BUS-117A | Introduction to Entrepreneurship | Changing hours to a range of 45 – 60 hours. <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |
| NC.BUS-117B | Developing a Business Plan for Entrepreneurs | Changing hours to a range of 45 – 60 hours. <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |
| NC.CSKL-012 | Job Shadowing | Changing hours to a range of 5 -16 hours. | G. Rieck | Spring 2024 |
| NC.HLTH-249 | Medical Terminology | Changing hours to a range of 45 – 60 hours. <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |
| NC.KPET-120 | Emergency Procedures | Changing hours to a range of 60 – 75 hours. <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |
| NC.KPET-212 | Sports Medicine Clinical Experience | Changing hours to a range of 65 – 95 hours. <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |
| NC.NURS-089 | Success in Fundamental Nursing | Changing hours to a range of 16 – 24. <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |
| NC.NURS-093 | Success in Maternal Newborn and Pediatric Nursing | Changing hours to a range of 8 – 12 hours. <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |
| NC.NURS-094 | Success in Psychiatric Nursing | Changing hours to a range of 8 – 12 hours. <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |
| NC.NURS-096 | Success in Advanced Medical/Surgical Nursing | Changing hours to a range of 16 – 24 hours. <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |
| NC.REAL-100 | Real Estate Principles | Changing hours to a range of 45 – 60 hours <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |

| Subject & Number | Title | Type of Delivery | Author | Effective |
|-----------------------------|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------------|
| NC.REAL-101 | Real Estate Practices | Changing hours to a range of 45 – 60 hours. <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |
| NC.REAL-105 | Real Estate Financing | Changing hours to a range of 45 – 60 hours. <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |
| NC.REAL-115 | Legal Aspects of Real Estate | Changing hours to a range of 45 – 60 hours. <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |
| NC.REAL-120 | Real Estate Appraisal | Changing hours to a range of 45 – 60 hours. <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |
| NC.REAL-130 | Escrow Procedures and Processing | Changing hours to a range of 45 – 60 hours. <i>Course is mirrored with a credit course, range of hours is needed to correspond with credit offerings.</i> | G. Rieck | Spring 2024 |

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.ARCH-096 | Architecture and Interior Design Lab | New Prerequisite of NC.ARCH-050. | J. Oliver | Spring 2024 |
| NC.EDUC-110 | Future Instructors Training for Higher Education | New prerequisite of NC.EDUC-100. | J. Johnson R. Wonser L. Malley T. Mahan | Spring 2024 |
| NC.ID-096 | Architecture and Interior Design Lab | New Prerequisite of NC.ID-050. | J. Oliver | Spring 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.EDUC-110 | Future Instructors Training for Higher Education | Fully Online Asynchronous (FOA), Fully Online Synchronous (FOS), Fully Online Combination (FOC), Partially Online Asynchronous (POA), Partially Online Synchronous (POS). | J. Johnson R. Wonser L. Malley T. Mahan | Spring 2024 |

-Motion to approve the 10/17/2023 Consent Calendar as presented above; Motion by Jeremy Patrich, second by Graciela Martinez. All in favor: Unanimous