

**CURRICULUM COMMITTEE MINUTES  
VICTOR VALLEY COLLEGE**

**September 13, 2018  
2:47 PM**

**1. CALL TO ORDER**

The meeting was called to order at 2:47 p.m. by, Chairperson.

**MEMBERS PRESENT:** Debra Blanchard, Chairperson, Patty Golder, Jeanine Speakman, Sandy Visser, Scott Jones, Richard Cerreto, Leslie Huiner, Pam James, Greg Jones, and Jackie Stahlke

**MEMBERS ABSENT:** Lisa Harvey, Joe Pendleton

**GUESTS:** Reba Pugliese

**2. ANNOUNCEMENT OF ADDITIONS/DELETIONS/CORRECTIONS TO AGENDA:**

Addition: Attachments for AB 4227

Addition: TUTOR – New prefix

**3. ANNOUNCEMENT COURSE DEVELOPERS MAY COMMENT OR EXPLAIN AGENDA ITEMS.**

No one in attendance.

**4. MINUTES:**

4.1 Minutes from August 30, 2018

It was MSC (R, Cerreto /S. Jones, 8-0) to approve  
Sandy Visser arrived

4.2 TUTOR- New prefix

It was MSC (L. Huiner/P. James, 9-0) to approve  
Within Student and Success top code general education -

**5. CONSENT AGENDA:**

None

**6. ACTION ITEMS:**

**6.1 Certificate/Degree Course Substitutions (Information Only)**

1. ELCT 78I for ELCT 65 –Sled, J. (9/2018)

2. ELCT 78A for ELCT 77A –Sled, J. (9/2018)

3. AGNR 60 for AGNR 74 – Mananghan, V. (AGNR Career Exploration Certificate) (5/8/18)

4. AGNR 60 for AGNR 74F – Mananghan, V. (Natural Resource Management Technician Certificate) (5/8/18)

5. AGNR 60 for AGNR 74F – Mananghan, V. (Water Resource Management Certificate) (5/8/18)

6. WELD 60C for WELD 59 – Smith, M. (Welding Certificate) (5/8/18)

7. BADM 118 for BADM 117 – Rojas, R. (Management Certificate) (10/30/17)

8. BET 145 for BET 143 – Gonzalez, L. (Computer Systems I &II) (3/6/18)

Discussion

Certificate/Degree course substitutions are on the agenda as an information item for review purposes only so if the curriculum committee needs to make recommendations to a department regarding changing their requirements for the certificates.

Sometimes these substitution forms are not sent in a timely manner so the Chair is going to reach out to Greta Moon and see if they can be scanned and emailed the same day Admissions and Records receive the forms.

## PROGRAMS/CERTIFICATES

### 6.2 **Architectural Drafting and Design A.S. Degree**

It was MSC (G. Jones/S. Visser, 9-0) to approve new degree

### 6.3 **Geospatial Technology Technician**

It was MSC (J. Stahlke/J. Speakman, 9-0) to approve certificate deactivation

## TABLED PROGRAMS/CERTIFICATES

None

## **COURSES**

### 7.1 **ACOM-30 Citizenship Preparation**

It was MSC (P. Golder/R. Cerreto, 9-0) to approve course deactivation

## TABLED COURSES

None

## 8. **DISCUSSION ITEMS**

### **AP4225 – Repeatability**

#### Discussion

Tim Capehart sent two attachments regarding repeatability. He indicated that FIRE-10 should be repeatable because this course is a refresher course that multiple students need to take multiple times to keep up with job requirements. There was a suggestion on doing batch petitions for the course by filling out one petition and attaching the list of students. Another suggestion was to close the course and batch register all students like they do in the paramedic program. Making the course repeatable would open up the course for anyone to register, so it was suggested to have Heath do a course substantial revision and add to the catalog description a statement that this course is for current fire fighters which would hopefully keep students who are not fire fighters from registering for the course. The catalog description will also need to state that it is a repeatable course.

**Curriculum Committee Training – none**

## 9. **PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS:** none

## 10. **ADJOURNMENT**

The meeting was adjourned at 3:51 p.m.

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