CORRECTED
MINUTES
VICTOR VALLEY COLLEGE
CURRICULUM COMMITTEE MEETING

November 8, 2012                                             2:30 p.m.

1. CALL TO ORDER
The meeting was called to order at 2:31 p.m. by Debra Blanchard, Chairperson.

MEMBERS PRESENT:
Debra Blanchard, Chairperson, Carol Delong, Ron Fields, Patty Golder, Pam James, Mike McCracken, Scott Jones

MEMBERS ABSENT:
Lisa Harvey, Leslie Huiner, Alice Ramming

GUESTS:
Eileen Alsina, Richard Cerreto, Lori Kildal, Neville Slade, Ruby Wikstrom

2. ANNOUNCEMENT OF ADDITIONS/DELETIONS/CORRECTIONS TO AGENDA:
None

3. ANNOUNCEMENT COURSE DEVELOPERS MAY COMMENT OR EXPLAIN AGENDA ITEMS:
None

4. MINUTES:
It was MSC (Fields/Delong, 6-0) to approve the minutes of October 25, 2012 as presented.

5. ACTION ITEMS:
COURSES:

5.1 AGNR 60 Horticulture Laboratory
It was MSC (Golder/Delong) to approve as corrected the course update for AGNR 60 Horticulture Laboratory.

5.2 AGNR 74 Conservation & Sustainability Practices
It was MSC (James/Jones, 6-0) to approve the course update for AGNR 74 Conservation & Sustainability Practices.

5.3 AGNR 74A Conservation & Sustainability Practices
It was MSC (Delong/Golder 6-0) to approve Distance Education as a method of instruction for AGNR 74.

5.4 AGNR 74A Sustainable Community Leadership
It was MSC (Jones/McCracken, 6-0) to approve the course update for AGNR 74A Sustainable Community Leadership.
5.5 **AGNR 74A Sustainable Community Leadership**
It was MSC (Fields/McCracken, 6-0) to approve Distance Education as a method of Instruction for AGNR 74A.

5.6 **ANGR 74B Biodiversity Management and Technology**
It was MSC (Golder/Fields, 6-0) to approve the course update for ANGR 74B Biodiversity Management and Technology.

5.7 **ANGR 74B Biodiversity Management and Technology**
It was MSC (Fields/James, 6-0) to approve Distance Education as a method of Instruction for AGNR 74B.

5.8 **AGNR 102 Equine Science**
It was MSC (Field/Delong, 6-0) to approve as corrected the course update for AGNR 102 Equine Science.

5.9 **AGNR 102 Equine Science**
It was MSC (Golder/Delong, 6-0) to approve as Distance Education as a method of Instruction for AGNR 102.

5.10 **AGNR 122 Plant Propagation and Greenhouse Production**
It was MSC (Fields/Jones, 6-0) to approve the course update for AGNR 122 Propagation and Greenhouse Production.

5.11 **BIOLOGY 100 General Biology**
It was MSC (Fields/James, 6-0) to approve as corrected BIOL 100 General Biology.

5.12-5.16 It was MSC (Fields/James, 6-0) to bundle agenda items 5.12-5.16. It was MSC (Golder/McCracken, 6-0) to approve agenda items 5.11-5.16 as listed below:

- **5.12 BIOL 30 Molecular Forensics** – Course deactivation
- **5.13 BIOL 31 Forensic Taphonomy** – Course deactivation
- **5.14 CIS 106 Introduction to Computer Technology for Educators** – Course deactivation
- **5.15 POLS 120 Leadership** – Course deactivation
- **5.16 POLS 50 United States Government** – Course deactivation

5.17 **AGNR 61 Natural Landscape Practices**
It was MSC (Fields/Golder, 6-0) to approve as corrected AGNR 61 Natural Landscape Practices. Note: 2005 is newest edition for Landscape Construction by D. Santer.

5.18 **AGNR 106 Veterinary Terminology and Technology**
It was MS (Fields/McCracken) to approve AGNR 106. It was MSC (Golder/Fields, 6-0) to table the motion to approve AGNR 106.

5.19 **AGNR 106 Veterinary Terminology and Technology**
It was MS (Fields/McCracken) to approve Distance Education as a method of Instruction
for AGNR 106. It was MSC (James/McCracken, 6-0) to table the motion to approve Distance Education as a method of instruction for AGNR 106.

5.20 **RSPT 230 Introduction to Respiratory Therapy**
It was MSC (Fields/McCracken, 6-0) to approve Acceptance into the Respiratory Therapy Program as a prerequisite for RSPT 230 Introduction to Respiratory Therapy.

6. **INFORMATION/DISCUSSION:**

6.1 **Program and Course Approval Handbook – pages 26-49**
Discussion regarding pages 26-49 of Program and Course Approval Handbook. Carol Delong will discuss page 51-75 at next meeting.

6.2 **Curriculum Handbook**
No discussion. Chair has received responses from several committee members.

6.3 **Transfer Model Curriculum Fast Track Approval Process.**
Pamela James proposed a Fast Track process of approvals for Transfer degrees. Faculty would submit the TMC template to Pam first, she would then bring to the Curriculum Committee, in paper form, for approval. **Then,** after Committee approval, she would enter into CurricUNET before submitting to the Chancellor’s office for approval. If any changes are required by the Chancellor’s office, the Transfer degree would need to be resubmitted to the Curriculum Committee before being entered into CurricUNET.

6.4 **Student Learning Outcomes Addendum Process**
Lori Kildal proposed a SLO Fast Track process using an Addendum in CurricUNET. Committee will think through and discuss at the next meeting.

6.5 **Fast Track Minor Issues Process**
Chair working on a Fast Track for each item on the Course Outline of Record.

6.6 **Repeatability Email to Faculty**
Chair is preparing an email for faculty regarding Title 5 course repeatability revisions.

7. **PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS:**
Lori Kildal thanked the committee for reviewing the list of unresolved curriculum in CurricUNET and responding back to the Office of Instruction.

8. **ADJOURNMENT**
The meeting was adjourned at 4:50 p.m.

Respectfully submitted,

Debra Blanchard
Chairperson