

**CURRICULUM COMMITTEE MEETING (Thursday, February 22, 2024)**

Generated by Jazmin Santillan on Wednesday, February 28, 2024

**Members present**

Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, and Christina Shelby

**Members absent**

Scott Jones, Lisa Harvey

**Guests present**

AnnMarie Sharp, Dr. Mckenzie Tarango, and Jazmin Santillan

**Meeting called to order at 1:20 PM****1. OPENING ITEMS**

Procedural: 1.02 ROLL CALL

**2. ANNOUNCEMENT COURSE/REVISION DEVELOPERS MAY COMMENT OF EXPLAIN AGENDA ITEMS**

Information: 2.01 Developers may comment or explain agenda items. None

**3. PUBLIC COMMENTS TO ACTION ITEMS**

Information: 3.01 Public Comments Related To Action Agenda Items - None

**4. MINUTES**

Action, Minutes: 4.01 Approval of the November 09, 2023 curriculum meeting minutes  
To approve the November 09, 2023 meeting minutes

Motion by Patty Golder, second by Christina Shelby.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

Action, Minutes: 4.02 Approval of the December 14, 2023 curriculum meeting minutes

To approve the December 14, 2023 meeting minutes

Motion by Jacqueline Stahlke second by Pamela James.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

**5. DISCUSSION ITEMS**

Discussion: 5.01 None

**6. ACTION ITEM**

Action: 6.01 None

**7. ACTION ITEMS - DEGREES**

Action: 7.01 Physics - Associate of Science for Transfer (AS-T, ADT) - Program Revision  
to approve the revision, removing CHEM 201.

Motion by Leslie Huiner, second by Richard Cerreto.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

**8. ACTION ITEMS - CERTIFICATES**

Action: 8.01 Criminology - Certificate of Achievement - Deactivation Program  
to approve certificate deactivation

Motion by Richard Cerreto, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

**9. ACTION ITEMS - Courses**

Action: 9.01 AGNR 123 - Introduction to Plant Science - Course Substantial Revision  
to approve course substantial revisions: catalog and schedule description, course standards, SLOs, methods of evaluations, textbook updates, and assignments.

Motion by Christina Shelby, second by Pamela James.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

Action: 9.02 AGNR 140 - Plant Material and Usage I - Course Substantial Revision

to approve course substantial revisions: catalog and schedule description, proposal information, minimum qualification, SLOs, evaluation method, and textbook.

Motion by Jacqueline Stahlke, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

Action: 9.03 AGNR 60A - Environmental Horticulture Laboratory - Course Substantial Revision

To approve course substantial revision: proposal information, course purpose, minimum qualification, Sam code, SLOs, methods of evaluation, textbook, and assignments.

Motion by Christina Shelby, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

Action: 9.04 BSRT 307 - Advanced Cardiopulmonary Diagnostics - New Course  
to approve new course

Motion by Jacqueline Stahlke, second by Richard Cerreto.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

Discussion: The chair informed the attendees that prerequisites are currently being reviewed by the RSPT chair and counselors, to confirm the list of prerequisites for this program. The chair mentioned that the option for course repeatability is also under review. The start date listed on META is incorrect, the current date listed is Fall 2023 but it should be Fall 2024.

Action: 9.05 BSRT 404 - Capstone IV - New Course  
to approve new course

Motion by Richard Cerreto, second by Leslie Huiner.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

Action: 9.06 COSM 0202 - Esthetician Academy - Course Requisite Only Revision  
to approve COSM 0100 - prerequisite

Motion by Christina Shelby, second by Richard Cerreto.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

Action: 9.07 COSM 0206 - Advanced Barber Crossover and Test Preparation - Course Requisite Only Revision  
to approve COSM 0205 - prerequisite

Motion by Richard Cerreto, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

Action: 9.08 CT 020 - Forklift Operator Lab/Electric - Revision  
to approve cross-listing with MNLO 020.

Motion by Jacqueline Stahlke, second by Pamela James.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

Discussion: adding CT 020 as a cross-list for MNLO 020.

Action: 9.09 CT 030 - Low Voltage Electrical Installation I - Revision  
to approve the number change 025, and cross-listing with MNLO 030.

Motion by Richard Cerreto, second by Leslie Huiner.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

Discussion: The item is not a revision for CT 030. The item to be voted on is to change MNLO 025 to MNLO 030 so it may be cross-listed with CT 030.

Action: 9.10 ESL 012B - Computer Literacy Level 4 - Course Substantial Revision

to approve course substantial revisions: catalog and schedule description, proposal information, units and hours, grading method, active participatory course, CIP code, course content, lab content, SLOs, evaluation method, software, assignments, and methods of instruction.

Motion by Patty Golder, second by Richard Cerreto.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

Action: 9.11 ESL 02 - Citizenship Preparation Level 2 - Course Substantial Revision

To approve course substantial revisions: catalog and schedule description, proposal information, course standards, course requisites, textbook updates, and correspondence education addendum.

Motion by Patty Golder, second by Richard Cerreto.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

Action: 9.12 ESL 36A - Listening and Speaking Level 3 - Course Substantial Revision  
to approve course substantial revisions: catalog and schedule description, proposal information, course purpose, minimum qualification, units and hours, Sam code, CIP code, course content, SLOs, evaluation method, textbook, and software.

Motion by Patty Golder, second by Christina Shelby.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

Action: 9.13 ESL 38B - Grammar, Reading, and Writing Level 4 - Course Substantial Revision  
To approve course substantial revision: proposal information, minimum qualification, units and hours, SLOs, and textbook.

Motion by Patty Golder, second by Richard Cerreto.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

Action: 9.14 ESL 49A - Listening and Speaking and Pronunciation Level 5 - Course Substantial Revision  
to approve course substantial revisions: catalog and schedule description, proposal information, minimum qualification, Sam code, CIP code, course content, lab content, student learning outcomes, course requisites, library resources, textbook, assignments, and distance education.

Motion by Patty Golder, second by Pamela James.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

#### 10. Tabled Degrees

Action: 10.01 Administration of Justice - Associate of Science for Transfer (AS-T, ADT)  
item was tabled because courses need to be updated. Approval of degree revision.

Motion by Richard Cerreto, second by Christina Shelby.

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Richard Cerreto, Pamela James, Jacqueline Stahlke, Christina Shelby

Discussion: The chancellor's office requires the titles on all ADTs. Item to be tabled once more and will be listed on March 14th meeting. The future agenda item will also have a detailed description of the updates that need to take place. The committee chair requested a list of course changes from committee members, to collaborate with the chair of CJ to draft revisions.

#### 11. CONSENT AGENDA

Information: 11.01 Public Comment Announcement to Consent Agenda Items - None

#### 12. CURRICULUM COMMITTEE TRAINING

Information: 12.01 META Issues

Discussion: new codes have been given by Meta to certificates of completion. Maverick training is to be held on May 21, 2024, transition to Maverick will be on July 1, 2024. The committee viewed steps to access META Maverick from MyVVC.

Information: 12.02 Curriculum Training - None