

## **CURRICULUM COMMITTEE MEETING (Thursday, March 28, 2024)**

Generated by Monique Miller on Friday, March 29, 2024

### **Members present**

Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby, Debby Blanchard, Chair  
Guests: McKenzie Tarango, Richard Radcliffe, Jazmin Santillan, Monique Miller

### **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 March 14, 2024 curriculum meeting minutes.

To approve the March 14, 2024 meeting minutes.

Motion by Christina Shelby, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

#### **5. DISCUSSION ITEMS**

**Discussion: 5.01** VVC double count policy.

Double counting of credits for major and general education was discussed.

Example: Art Appreciation - 9 of 18 units can be counted for general education, with a maximum of 9 units. Currently, only 3 of 6 courses can be counted (9 units). It was proposed to advocate for allowing all 6 courses to be double-counted, enabling the campus to receive additional funding for double-degree students. It was noted that approval from the college council is not required; instead, possible consultation with the graduate requirements committee. A question was raised regarding whether this change would affect course offerings in departments, to which it was clarified that it likely would not. It was highlighted that the more money students spend at the campus (due to the current procedure of not double counting, thus additional units needed), the less money they have for further education (due to financial aid caps). No negative impacts were identified.

Action: A Committee Member will send an email to add the proposal to the agenda and clarify the vote required (curriculum policy). The proposal is hoped to be taken to the Senate in May.

**Discussion: 5.02** Upper division GE pattern.

The Bachelor's degree for RT will follow the CAL-GETC process. The main difference is that students will need to apply directly to T. Marin, who will assess if they have fulfilled the requirements to proceed with the program.

#### **6. ACTION ITEM**

**Action: 6.01** Change MNLO 030 to MNLO 025.

to approve the change of MNLO 030 to MNLO 025.

Motion by Lisa Harvey, second by Pamela James.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 6.02** Course substitution for J. Taboada - AUTO 57.1 for AUTO 60 - Automotive Brake and Suspension Specialist Technician Certificate.

to approve course substitution for J. Taboada - AUTO 57.1 for AUTO 60 - Automotive Brake and Suspension Specialist Technician Certificate.

Motion by Pamela James, second by Christina Shelby.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 6.03** New Discipline: ENVT (Environmental Technologies).

to approve new discipline: ENVT (Environmental Technologies) and catalog description.

Description for Catalog: The Environmental Technologies discipline at Victor Valley College includes a wide array of programs related to air pollution, waste management, water and wastewater operations, and hazardous materials abatement. Students completing programs of study in this discipline will be introduced to skills that can lead to employment as water and wastewater technicians, as Continuous Emissions Monitoring Systems (CEMS) technicians, as asbestos abatement technicians, or related career fields.

Motion by Jacqueline Stahlke, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion:

Environmental Technologies is a non-credit program designed to address the demand for trained technicians in the water technology field. Local agencies have expressed a need for individuals with certifications ranging from Level 1 to Level 5, as well as a statewide certification. Faculty for this program would ideally be certified by the state, and fortunately, we already have a faculty member possessing this certification.

One question that arises is whether microbiology instruction will be necessary for this program. In the past, a microbiologist was required to teach specific courses in this area. It was also noted that we cannot provide equivalency for these courses.

#### **7. ACTION ITEMS - DEGREES - None**

## **8. ACTION ITEMS - CERTIFICATES**

**Action: 8.01** Advanced Life Support Provider – Certificate of Completion (NC) - New Program to approve new certificate.

Motion by Jacqueline Stahlke, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 8.02** Basic Bleeding Control Provider - Certificate of Completion (NC) - New Program to approve new certificate.

Motion by Christina Shelby, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion: The question arose of whether we are doing overarching PLOS (Program Learning Outcomes) for non-credit courses. It was stated that the goal is that every certificate/degree at VVC will have overarching POLs. It was stated that two committee members will also be checking non-credit courses for the overarching PLOs.

**Action: 8.03** Basic Life Support Provider – Certificate of Completion (NC) - New Program to approve new certificate.

Motion by Jacqueline Stahlke, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 8.04** Pediatric Life Support Provider - Certificate of Completion (NC) - New Program to approve new certificate.

Motion by Pamela James, second by Christina Shelby.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 8.05** Trauma Life Support Provider - Certificate of Completion (NC) - New Program to approve new certificate.

Motion by Lisa Harvey, second by Pamela James.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

## **9. ACTION ITEMS - Courses/Requisites**

**Action: 9.01** ALDH 60 - Nursing Assistant - Course Substantial Revision to approve course substantial revisions: department, catalog and schedule description, minimum qualification, CIP Code, SLOs, textbook, and example assignments.

Motion by Lisa Harvey, second by Christina Shelby.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.02** ALDH 60 - Nursing Assistant - NonCourse Requisites to approve requisite validation - Prerequisite: Current American Heart Healthcare Provider CPR card. Enables students to become familiar with basic principles of nursing, including procedures and techniques. State-approved precertification program. Does not guarantee certification. Must achieve grade C or better to take state certification examination. Fingerprints must be obtained upon enrollment in the program and Department of Justice (DOJ) clearance obtained. Proof of ability to read, write, and comprehend the English language at a sixth-grade level.

Motion by Christina Shelby, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion regarding the requirement for students to read and write at a 6th-grade level. A suggestion was made to have applicants fill out the application in person and ask them a few questions to determine if they meet the 6th-grade literacy standard. The decision was leaning towards this being more of a warning rather than a strict requirement. It was also noted that there is an issue with the current practice of requiring students to show their CPR card on the first day. A suggestion was raised about whether we could collaborate with Admissions and Records (A&R) to have students show their CPR card before the start of class. However, the CPR card requirement is already listed as a prerequisite in the program brochure. It was stated that this approach also helps protect faculty in case they need to drop students who do not meet this requirement.

**Action: 9.03** ALDH 82C - Medical Office Procedures Clinical - Course Substantial Revision Approve to table item 9.03.

Motion by Jacqueline Stahlke, second by Lisa Harvey to Table Action 9.03.

Final Resolution: Motion Carries to Table Action 9.03

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

The discussion focused on the course outline and the prerequisite stating "must pass ALDH within 1 year." It was suggested that this requirement be removed due to insufficient grounds, as it is difficult to obtain repeat approval if a student has already passed the course. An alternative suggestion was to increase the units for lab hours to assess patient interaction skills at the beginning of the class. This would help determine if students are prepared for the course, allowing for potential student drops before the census date.

**Action: 9.04** ALDH 82C - Medical Office Procedures Clinical - ALDH 82 Requisite Validation - Prerequisite  
Approve to table item 9.04.

Motion by Jacqueline Stahlke, second by Christina Shelby.  
Final Resolution: Motion Carries to Table Action 9.04  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion: This is currently in Meta. The instruction office will move it to "Request a Change" which should send it back to the chair or originator.

**Action: 9.05** ANTH 101 - Introduction to Physical Anthropology - Course Substantial Revision  
to approve course substantial revisions: department, minimum qualification, SLOs, and textbook.

Motion by Patty Golder, second by Christina Shelby.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.06** BIOL 146 - Principles of Forensic Biology - New Course  
to approve the new course.

Motion by Lisa Harvey, second by Christina Shelby.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion: There was a question on whether a change was made to the upper division and whether there was a need to include 201 with it. It was shared that there is no need to include 201. This pathway leaves options open for both forensic science biology and forensic science chemistry.

**Action: 9.07** BSRT 300 - Critical Review of Healthcare Research - New Course  
to approve new course

Motion by Christina Shelby, second by Lisa Harvey.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.08** BSRT 300 - Critical Review of Healthcare Research - NonCourse Requisite - Prerequisite  
to approve non course requirement Acceptance into the BSRT program prerequisite .

Motion by Patty Golder, second by Pamela James.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.09** BSRT 303 - Healthcare Leadership and Operations Management - New Course  
to approve new course.

Motion by Lisa Harvey, second by Jacqueline Stahlke.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.10** BSRT 303 - Healthcare Leadership and Operations Management - NonCourse Requisite - Prerequisite  
to approve noncourse requirement Acceptance into the BSRT program prerequisite .

Motion by Jacqueline Stahlke, second by Christina Shelby.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.11** BSRT 306 - Neurophysiology of Sleep-Wake Cycle and Control of Breathing - New Course  
to approve new course.

Motion by Patty Golder, second by Pamela James.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.12** BSRT 306 - Neurophysiology of Sleep-Wake Cycle and Control of Breathing - NonCourse Requisite - Prerequisite  
to approve noncourse requirement Acceptance into the BSRT program prerequisite .

Motion by Christina Shelby, second by Lisa Harvey.

Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.13** BSRT 308 - Advanced Pharmacology - New Course  
to approve new course.

Motion by Pamela James, second by Lisa Harvey.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.14** BSRT 308 - Advanced Pharmacology - NonCourse Requisite - Prerequisite  
to approve noncourse requirement Acceptance into the BSRT program prerequisite .

Motion by Christina Shelby, second by Lisa Harvey.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.15** BSRT 401 - Capstone I - New Course  
to approve new course.

Motion by Patty Golder, second by Jacqueline Stahlke.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.16** BSRT 401 - Capstone I - NonCourse Requisite - Prerequisite  
to approve noncourse requirement acceptance into the BSRT program prerequisite .

Motion by Lisa Harvey, second by Christina Shelby.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.17** BSRT 402 - Capstone II - New Course  
to approve new course.

Motion by Patty Golder, second by Lisa Harvey.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.18** BSRT 402 - Capstone II - NonCourse Requisite - Prerequisite  
to approve noncourse requirement acceptance into the BSRT program prerequisite .

Motion by Patty Golder, second by Lisa Harvey.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion: It was asked whether the start date for this program was in Fall 2024. It was clarified that it is unlikely. Applications may be collected in Fall 2024, but since it needs to be developed in META, there are some uncertainties. The VP of Instruction mentioned that it probably won't launch until Spring 2025, but applications could start being accepted in Fall 2024. A question arose on whether the person in charge of this knows he or she must submit the degree through META. It was discussed that all courses need to be approved first, and then they can be brought over to the degree program in META. Next, a question followed on marketing plans for this program. It was stated that it will be advertised, and the VP of Instruction will have more information on the marketing plans.

**Action: 9.19** BSRT 403 - Capstone III - New Course  
to approve new course.

Motion by Patty Golder, second by Christina Shelby.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.20** BSRT 403 - Capstone III - Non Course Requisite - Prerequisite  
to approve noncourse requirement Acceptance into the BSRT program prerequisite .

Motion by Patty Golder, second by Lisa Harvey.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.21** BSRT 405 - Case Management I - New Course  
to approve new course.

Motion by Patty Golder, second by Pamela James.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion: It was asked why the BSRT 400 level Case Management courses are not listing the prerequisites. The discussion clarified that the current course listings mirror those found at 4-year colleges. It was emphasized that as long as the catalog is structured correctly, the issue of "must have fulfilled these requirements" can be resolved. A concern was raised regarding whether the catalog would notate that students need to have fulfilled the requirements to enter this course. A committee member suggested asking if the faculty member realizes that the course may be listed in the catalog without the prerequisite requirement, potentially allowing students to sign up without fulfilling the necessary

requirements. It was acknowledged that there may be a need for a revision to add prerequisites for 400-level case management courses. Failure to do so may result in issues with signups and classes being filled by students who do not meet the requirements.

**Action: 9.22** BSRT 406 - Case Management II - New Course  
to approve new course.

Motion by Christina Shelby, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion: This discussion follows the same issues of the above discussion on 9.21; it was acknowledged that there may be a need for a revision to add prerequisites for BSRT 400-level case management courses. A Committee Member will be reaching out to discuss potential prerequisite issues.

**Action: 9.23** BSRT 407 - Case Management III - New Course  
to approve new course.

Motion by Pamela James, second by Lisa Harvey.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion: This discussion follows the same issues of the above discussion on 9.21 and 9.22; it was acknowledged that there may be a need for a revision to add prerequisites for BSRT 400-level case management courses. A Committee Member will be reaching out to discuss potential prerequisite issues.

**Action: 9.24** BSRT 408 - Case Management IV - New Course  
to approve new course.

Motion by Patty Golder, second by Pamela James.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.25** CART 133 - Digital Imaging - Course Substantial Revision  
to approve course substantial revisions: department, catalog and schedule description, minimum qualification, units and hours, grading method, course content, lab content, objectives, SLOs, method of evaluation, textbook, software, and example assignments.

Motion by Christina Shelby, second by Pamela James.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.26** CART 133 - Digital Imaging - ART 112 Requisite Validation - Prerequisite  
to approve ART 112 Requisite - recommended preparation.

Motion by Christina Shelby, second by Jacqueline Stahlke.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion: Both required prerequisites need to be corrected in the agenda for items 9.26 and 9.27, where it currently states "prerequisites," should be changed to "recommended preparation." This adjustment indicates that while the preparation is beneficial for students, it is not mandatory for entry into the course.

**Action: 9.27** CART 133 - Digital Imaging - ART 113 Requisite Validation - Prerequisite  
to approve ART 113 Requisite - recommended preparation.

Motion by Pamela James, second by Lisa Harvey.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion: Both required prerequisites need to be corrected in the agenda for items 9.26 and 9.27, where it currently states "prerequisites," should be changed to "recommended preparation." This adjustment indicates that while the preparation is beneficial for students, it is not mandatory for entry into the course.

**Action: 9.28** EMS 085A - Advanced 12 Lead ECG - New Course  
to approve new course.

Motion by Christina Shelby, second by Jacqueline Stahlke.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion: Contact Hours are not populating on Course Outline Records. The Course Outline Record still shows zeros in the units hours chart. Chair will send work order to Meta.

**Action: 9.29** PHT 040 - Pharmacy Orientation & Pharmacy Calculations - New Course  
to approve new course.

Motion by Lisa Harvey, second by Pamela James.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 9.30** TA 124 - Scenic Painting for the Theatre - New Course  
to approve new course.

Motion by Patty Golder, second by Christina Shelby.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion: It was discovered that the hours are working on Course Outline Records for credit courses, but not for non-credit courses. It was asked whether this course was approved without being part of a program. It was determined that it was, but also noted that this will need to stop happening starting in Fall '24, which will be discussed in future training regarding financial aid and stand alone courses.

## 10. CONSENT AGENDA

Information: 10.01 Public Comment Announcement to Consent Agenda Items

**Action: 10.02** BIOL 146 - Principles of Forensic Biology - Distance Education  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.03** BSRT 300 - Critical Review of Healthcare Research - Distance Education  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.04** BSRT 303 - Healthcare Leadership and Operations Management - Distance Education  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.05** BSRT 306 - Neurophysiology of Sleep-Wake Cycle and Control of Breathing - Distance Education  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.06** BSRT 308 - Advanced Pharmacology - Distance Education  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.07** BSRT 401 - Capstone I - Distance Education  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.08** BSRT 402 - Capstone II - Distance Education  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.09** BSRT 403 - Capstone III - Distance Education  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.10** BSRT 405 - Case Management I - Distance Education  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.11** BSRT 406 - Case Management II - Distance Education  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.12** BSRT 407 - Case Management III - Distance Education  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.13** BSRT 408 - Case Management IV - Distance Education  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.14** EMS 085A - Advanced 12 Lead ECG - Distance Education  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.15** PHT 040 - Pharmacy Orientation & Pharmacy Calculations - Distance Education  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.16** RSPT 221 - Basic Cardiopulmonary Clinical Practicum and Case Studies - Course DE Only Revision  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.17** RSPT 222 - Advanced Cardiopulmonary Clinical Practicum and Case Studies - Course DE Only Revision  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.18** RSPT 231 - Basic Fundamentals of Respiratory Therapy - Course DE Only Revision  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.19** RSPT 232 - Patient Assessment & Clinical Application of Respiratory Therapy - Course DE Only Revision  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.20** RSPT 233 - Intensive Respiratory Therapy Care - Course DE Only Revision  
to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.21** RSPT 234 - Neonatal/Pediatric Respiratory Therapy Care and Related Pathophysiology - Course DE Only Revision to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.22** RSPT 239 - Introduction to Mechanical Ventilation Support - Course DE Only Revision to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.23** RSPT 243 - Clinical Simulation - Course DE Only Revision to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 10.24** RSPT 50 - Polysomnography I - Course DE Only Revision to approve distance education.

Motion by Lisa Harvey, second by Patty Golder.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

## 11. TABLED ITEMS

**Action: 11.01** Administration of Justice - Associate of Science for Transfer (AS-T, ADT) - Degree Revision Approve to table item 11.01. Changes have not been made as of yet.

Motion by Jacqueline Stahlke, second by Christina Shelby.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 11.02** COSM 0201A - Manicuring Academy - Clone New Course  
COSM 0201A - Manicuring Academy - Clone New Course Agenda items 9.09 were tabled due to issues with course titles and prerequisites. The discussion highlighted concerns regarding prerequisites, course lectures, lab names, and potential confusion among students. It was noted that COSM 201 has many hours and can only be offered in Fall and Spring. The action to split COSM 201 into 201A and 201B would allow it to be offered in Winter and Summer sessions. Additionally, discussions included suggestions to train new faculty hires on curriculum, particularly for non-credit courses. A new structure was proposed for assisting new hires, such as providing the contact information for area representatives to ensure new hires are properly supported.

Motion by Christina Shelby, second by Lisa Harvey.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion on 3/28: "Manicuring Academy" (COSM 0201A) title was corrected by a committee member during the curriculum meeting to "Manicuring Academy – A". The course description was updated before the meeting on 3/28.

**Action: 11.03** COSM 0201B - Manicuring Academy - Clone New Course  
COSM 0201B - Manicuring Academy - Clone New Course Agenda item 9.10 was tabled due to issues with course titles and prerequisites. The discussion highlighted concerns regarding prerequisites, course lectures, lab names, and potential confusion among students. The action to split COSM 201 into 201A and 201B would allow it to be offered in Winter and Summer sessions. Additionally, discussions included suggestions to train new faculty hires on curriculum, particularly for non-credit courses. A new structure was proposed for assisting new hires, such as providing the contact information for area representatives to ensure new hires are properly supported.

Motion by Christina Shelby, second by Pamela James.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion on 3/28: This course (COSM 0201B) title was corrected to "Manicuring Academy – B" before the 3/28 curriculum meeting.

Motion to change Agenda title for Action 11.02 to "Manicuring Academy – A" and Agenda title for Action 11.03 to "Manicuring Academy – B"

Motion by: Jacqueline Stahlke, and Pamela James  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Action: 11.04** Dance Teacher I - Certificate of Achievement - Update to approve the update.

Motion by Patty Golder, second by Christina Shelby.  
Final Resolution: Motion Carries  
Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Discussion: The Committee Chair shared that she made corrections to the requirement of two different teachers, and replaced "B or better" with "successfully passing." It was discussed that students are required to complete two units of modern dance, which can be fulfilled through either the KIN or TA disciplines.

## **12. CURRICULUM TRAINING**

**Information: 12.01** Meta/Maverick Issues:

Discussion: None were of new discussion, however, it was noted that there were issues found during the meeting on 3/28.

**Information: 12.02** "Counting Non-Credit or Reduced-Credit Remedial Work in Enrollment Status

Discussion: Previously, up to 30 units of remedial coursework could be counted. It was asked whether there is a difference now. The chair directed a committee member to review the handbook as indicated on the agenda. It was noted that significant changes to financial aid are expected in the Fall of 2024.

**Information: 12.03** "RC-Q3: A music student must participate in a specified number of years in a band or orchestra.

Discussion: If the course number remains the same, students will not receive financial aid for the second, third, and fourth times, even if the course can be repeated. If the course number remains the same and a student passes the first time, they cannot use financial aid to retake the course. However, if the course content is different but the course name remains the same, the retake can be justified. It was noted that students cannot receive financial aid for repeating a class. To allow students to repeat with a passing grade and receive financial aid, the course name will need to be changed to something like Ensemble A, B, C, or similar. Different sections of the course will be needed for A, B, C. These changes will take effect in Fall 2024. It was emphasized that students will likely opt out of retaking classes if they cannot receive financial aid.

**Information: 12.04** "Restriction on Coursework Learning Which is not Title IV-Eligible

Discussion: In summary, starting in Fall 2024, financial aid will only be available for courses that are part of a program or certificate. Courses with 8 units or more can be approved by the chancellor's office and recognized as a Certificate of Achievement (CA), while those with fewer than 8 units are considered local and will not be counted. 16 units or more can potentially be approved, but they must be listed in the catalog. A question was raised regarding whether a catalog addendum would count towards this process and the answer is, yes.

Motion to adjourn the meeting by Jacqueline Stahlke, second by Patty Golder

Final Resolution: Motion Carries to adjourn the meeting

Yea: Patty Golder, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Meeting Adjourned on 3/28/24 at 3:12 PM.**