

## CURRICULUM COMMITTEE MINUTES

April 25, 2019

2:45 PM

**Announcement:** This meeting is being recorded and audio is being posted on the Academic Senate website under the Curriculum Committee.

### 1. CALL TO ORDER

The meeting was called to order at 2:45 p.m. by, Chairperson.

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

**MEMBERS ABSENT:** Christa White, Gregg Jones, Lisa Harvey

**GUESTS:** Reba Pugliese and Trish Ellerson

### 2. ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA:

8.14 should be PAL 208 and not POLS 208

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

### 4.0 INFORMATION ITEMS:

Correction – the following items were under Consent agenda but should have been under information items.

- 4.1 1. Santillan, Josh - Network Specialist Certificate CIS 261 for CIS 262 (deactivated course)
2. Santillan, Josh - Network Specialist Certificate CIS 67 for CIS 124 (deactivated course)
3. Santillan, Josh - Unix Administrator Certificate CIS 94 for CIS 93 (deactivated course)
4. Santillan, Josh - Unix Administrator Certificate CIS 261 for CIS 262 (deactivated course)

### 5. MINUTES:

#### 5.1 Minutes from March 28, 2019

It was MSC (P. Golder/R. Cerreto, 7-0) to approve

Jackie Stahlke arrived at 2:51

6. **CONSENT AGENDA:** All matters listed under Consent agenda are considered by the Curriculum Committee to be routine. There will be no separate discussion on these items prior to the time the committee votes on them unless a Committee member requests a specific item be removed from the Consent Agenda for discussion and separate vote. Public comment on consent items from anyone completing a written request will be heard prior to the Committee's vote on the Consent Agenda.

### 6.1 Approval of the consent agenda items. None

- 7.0 **ACTION ITEMS:** The complete written request to address the Committee shall be submitted at the beginning of the meeting. Individuals who want to comment on action items may do so after being recognized by the Committee Chair and before Committee discussion of the particular item during the meeting. Comments are limited to three minutes per individual and a total of 15 minutes per topic, Speakers will be timed electronically, and all speakers will be required to address the Committee from a designated place. Only those who have been recognized by the Committee Chair will be permitted to speak.

### 7 Public Comments Related to Action Agenda Items. None

**7.1 Request from nursing to be represented on the Curriculum Committee by a nursing faculty member**

It was MSD (P. James/S. Jones 1-7) to oppose Pamela James, Joseph Pendleton, Richard Cerreto, Jackie Stahlke, Scott Jones, Leslie Huiner, and Sandy Visser)

Leslie Huiner arrived at 2:53

Discussion

The nursing department is concerned that they need representation on the curriculum committee. They have requested to have a faculty member from their department on the committee. The curriculum committee's recommendation is the nursing department have a member of their faculty come to the meetings when they have curriculum on the agenda.

**7.2 GLST (Global Studies) – Part of Political Science**

It was MSC (J. Stahlke/S. Visser, 8-0) to approve

**8.0 DEGREES**

**8.1 Name change- Criminal Justice ADT back to Administration of Justice ADT** (Approved by Chancellors Office as Administration of Justice not Criminal Justice. Will be updated by chair in CurricUNET)

It was MSC (/, 8-0) to approve

**CERTIFICATES**

**8.2 Computer Technology (7560)**

It was MSC (J. Stahlke/S. Visser, 8-0) to approve certificate deactivation

It was MSC (J. Stahlke/S. Visser, 8-0) to approve bundle #1 - 8.2, 8.3, 8.4, 8.5, and 8.8

**8.3 Digital Electronics (7561)**

It was MSC (J. Stahlke/S. Visser, 8-0) to approve certificate deactivation bundle #1

**8.4 Electronics Engineering Technology: Computer (20540)**

It was MSC (J. Stahlke/S. Visser, 8-0) to approve certificate deactivation bundle #1

**8.5 Electronics Engineering Technology: Electronics (20539)**

It was MSC (J. Stahlke/S. Visser, 8-0) to approve certificate deactivation bundle #1

**8.6 Environmental Horticulture and Landscaping**

It was MSC (S. Jones/L. Huiner, 8-0) to approve new certificate

Needs narrative and regional consortium

**8.7 Water Management Technician**

It was MSC (P. James/S. Visser, 7-1 opposed Richard Cerreto) to approve new certificate

Needs all documents

**8.8 General Aviation Technician**

It was MSC (J. Stahlke/S. Visser, 8-0) to approve certificate deactivation bundle #1

**TABLED PROGRAMS/CERTIFICATES**

None

## COURSES

- 8.9 ATHL 120 Varsity Baseball**  
It was MSC (R. Cerreto/P. James, 8-0) to approve course update: catalog and schedule description course content
- 8.10 AUTO 79.3 Advanced Automotive Engine Performance Diagnostics**  
It was MSC (S. Jones/S. Visser, 8-0) to approve new course
- 8.11 AUTO 79.3 Advanced Automotive Engine Performance Diagnostics**  
It was MSC (J. Stahlke/R. Cerreto, 8-0) to approve Prerequisite: AUTO 79.2
- 8.12 CT 90 Introduction to Construction**  
It was MSC (R. Cerreto/L. Huiner, 8-0) to deny course update: catalog and schedule description, course content
- 8.13 ESL 50B Bridge to College Success: Grammar, Writing, and Reading**  
It was MSC (P. Golder/S. Jones, 8-0) to deny course update: title change, course number change, unit change, top code change, catalog and schedule description, instructional objectives, course content, assignments, textbook update, distance education description update, methods of evaluation
- Discussion  
This course is being sent back because it is written as a new course should be submitted as a new course and not a revised course.
- 8.14 PAL 208 Immigration Law for Paralegals**  
It was MSC (S. Jones/R. Cerreto, 8-0) to approve new course
- 8.15 RMGT 1 Food Server Trainee**  
It was MSC (J. Stahlke/J. Pendleton, 8-0) to approve course update: title change, grading change, SLO's, assignments, Methods of evaluation
- 8.16 RMGT 75 Creative Cuisine – Fish and Shellfish**  
It was MSC (R. Cerreto/S. Visser, 8-0) to approve course update: grading change, schedule description update, instructional objectives, SLO's, course content, methods of evaluation
- 8.17 RMGT 76 Creative Cuisine – Meat and Poultry**  
It was MSC (P. Golder/R. Cerreto, 8-0) to approve course update: top code, grading change, instructional objectives, SLO's, assignments
- 8.18 WELD 54 Preparation for Welder Certification**  
It was MSC (R. Cerreto/P. James, 8-0) to approve new course

## TABLED COURSES

None

## 9. CURRICULUM TRAINING:

- 9.1 Review and update: BP 4260 and AP 4260 (draft) – prerequisites – sent back from College Council, request and updated version

Discussion

AP 4260 was sent back from College Council to update since it was 2 years old. Copies of Title 5 that affects AP 4260 were given to the committee for their review. Feedback from College Council is they wanted consistency with the formatting with other VVC's AP's, the suggestion was to change California Code of regulations to Title 5 in there to be consistent with other AP's. The committee reviewed the AP 4260 draft to see what changes needed to be made. The curriculum chair will update the AP and forward to the Academic Senate for their next meeting.

- 9.2 Review and update: BP 4230 and AP 4230 - Grading Symbols and Withdrawal (Review and recommend Non-Credit symbols be added)

Discussion

The curriculum committee reviewed other colleges AP 4230 to see if there were any changes needed and what direction they would like to go in. Non-credit grades needs to be added to our AP 4230. The proposed update was accepted and will now be forwarded to the Academic Senate for their next meeting.

Jackie Stahlke left at 4:03

10. **PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: NONE**

11. **ADJOURNMENT**

The meeting was adjourned at 4:30 p.m., Next meeting May 9, 2019

This document has been edited according to Accessibility Best Practices.