

ADOPTED
MINUTES
VICTOR VALLEY COLLEGE
CURRICULUM COMMITTEE MEETING

MAY 30, 2013

2:30 p.m.

1. CALL TO ORDER

The meeting was called to order at 2:37 p.m. by Debra Blanchard, Chairperson.

MEMBERS PRESENT: Debra Blanchard, Chairperson, Carol DeLong, Ron Fields, Patty Golder, Lisa Harvey, Leslie Huiner, Pamela James, Scott Jones, Mike McCracken

MEMBERS ABSENT: Alice Ramming

GUESTS: Eileen Alsina, Lynne Glickstein, John Sweet, Ruby Wikstrom

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

It was MSC (Huiner/Jones, 8-0) to add items to the following items to the agenda.

2.1 Add: Letter of Memo in support of the Chair

2.2 Add: Eileen Alsina as Super Admin to CurricUNET

2.3 Add: Summer meeting

2.4 Add: POLS to PAL (Paralegal Program)

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

4. MINUTES

It was MSC (McCracken/Harvey, 8-0) to approve the minutes of May 23, 2013 as corrected.

5. CONSENT AGENDA:

It was MSC (Golder/James, 8-0) to approve the consent item.

5.1 TA 109 Rehearsal & Performance Studio

SLO revision.

**6. ACTION ITEMS
COURSES**

6.1 AJ 30 PC 832 Firearms

It was MSC (Fields/Jones, 8-0) to approve the course update for AJ 30 PC 832 Firearms.

6.2 AJ 30 PC 832 Firearms

It was MSC (DeLong/Golder, 8-0) to approve the prerequisite DOJ Criminal Records Letter per State Law for AJ 30.

6.3 AJ 58 PC 832 Laws of Arrest

It was MSC (Fields/DeLong, 8-0) to approve the course update for AJ 58 PC 832 Laws of Arrest.

6.4 APE 160A Introduction to Adapted Physical Exercise (Formerly APE 160)

It was MSC (DeLong/Golder, 8-0) to approve the course update for APE 160A changing the number/title from APE 160.

6.5 APE 160A Introduction to Adapted Physical Exercise (Formerly APE 160)

It was MSC (Jones/Huiner, 8-0) to approve the prerequisite Physical condition limiting participation in regular physical education courses, Medical release applicable, for APE 160A.

- 6.6** CHDV 139 Introduction to Early Intervention
It was MSC (James/Harvey, 8-0) to approve CHDV 139 as a new course.
- 6.7** CHDV 139 Introduction to Early Intervention
It was MSC (McCracken/Jones, 8-0) to approve the prerequisites: CHDV 100, CHDV 106, CHDV 110, CHDV 150, minimum grade "C" for CHDV 139.
- 6.8** CHDV 139 Introduction to Early Intervention
It was MSC (DeLong/Golder, 8-0) to approve distance education as a method of instruction for CHDV 139.

It was MSC (Jones/Fields, 8-0) to bundle agenda items 6.9 through 6.15.

6.9/

- 6.15** It was MSC (Harvey/McCracken, 8-0) to approve Title 5 course updates for CT 103 Construction Management; CT 106 Materials of Construction; CT 108 Advanced Technical Math; CT 109 Construction Financing; CT 110 Building Codes and Zoning; approve title change for CT 111A from Uniform International Building Code I to International Building Code I; title change for CT 111B from Uniform International Building Code II to International Building Code II.
- 6.16** KIN 164 Aerobic Weight Training (Formerly PE 164)
It was MSC (James/Huiner, 8-0) to approve the course update for KIN 164 Aerobic Weight Training, changing the course number from PE 164.
- 6.17** KIN 166 Beginning Volleyball (Formerly PE 166 Volleyball)
It was MSC (DeLong/Fields, 8-0) to approve the course update for KIN 166 Beginning Volleyball, changing the course number and title from PE 166 Volleyball.
- 6.18** KIN 166B Beginning/Intermediate Volleyball
It was MSC (Jones/James, 8-0) to approve KIN 166B Beginning/Intermediate Volleyball as a new course.
- 6.19** KIN 166B Beginning/Intermediate Volleyball
It was MSC (DeLong/Fields, 8-0) to approve KIN 166 as recommended preparation for KIN 166B.
- 6.20** KIN 166C Intermediate/Advanced Volleyball
It was MSC (Golder/James, 8-0) to approve KIN 166C Intermediate/Advanced Volleyball as a new course.
- 6.21** KIN 166C Intermediate/Advanced Volleyball
It was MSC (Fields/Harvey, 8-0) to approve KIN 166B as recommended preparation for KIN 166C Intermediate/Advanced Volleyball.
- 6.22** KIN 180B Tennis Doubles
It was MSC (Fields/Golder, 8-0) to approve KIN 180B Tennis Doubles as a new course.
- 6.23** KIND 167A Introduction to Intermediate Ballet IIA
It was MSC (DeLong/James, 8-0) to approve the course update for KIND 176A Introduction to Intermediate Ballet IIA, changing the course number/title from PE 167 Ballet II.
- 6.24** KIND 167B Intermediate Ballet Dance IIB
It was MSC (Huiner/James, 8-0) to approve KIND 167B Intermediate Ballet Dance IIB as a new course.
- 6.25** KIND 181 Intro to Contemporary Musical Theatre Dance
It was MSC (Harvey/Huiner, 8-0) to approve KIND 181 Intro to Contemporary Musical Theatre Dance as a new course.
- 6.26** PAL 102 Beginning Legal Research for Paralegals (Formerly POLS 137)
It was MSC (Fields/DeLong, 8-0) to approve the course update for PAL 102 Beginning Legal Research for Paralegals, changing the course number from POLS 137.
- 6.27** PAL 102 Beginning Legal Research for Paralegals (Formerly POLS 137)
It was MSC (James/Fields, 8-0) to approve POLS 130, minimum grade "C" as a prerequisite for PAL 102.

- 6.28 PAL 102 Beginning Legal Research for Paralegals (Formerly POLS 137)
It was MSC (James/Huiner, 8-0) to approve distance education as a method of instruction for PAL 102.
- 6.29 PAL 104 Legal Ethics for Paralegals (Formerly POLS 133)
It was MSC (Harvey, McCracken, 8-0) to approve the course update for PAL 104 Beginning Legal Research for Paralegals, changing the course number from POLS 133.
- 6.30 PAL 104 Legal Ethics for Paralegals (Formerly POLS 133)
It was MSC (Jones/Fields, 8-0) to approve POLS 130, minimum grade "C" as a prerequisite for PAL 104.
- 6.31 PAL 104 Legal Ethics for Paralegals (Formerly POLS 133)
It was MSC (James/Golder, 8-0) to approve distance education as a method of instruction for PAL 104.
- 6.32 POLS 138 Cooperative Education Political Science
It was MSC (Fields/DeLong, 8-0) to approve the course update for POLS 138 Cooperative Education Political Science.
- 6.33 SPAN 125 Conversational Spanish I
It was MSC (Golder/McCracken, 8-0) to approve the course update for SPAN 125 Conversational Spanish I.

TEXTBOOK REVISIONS

It was MSC (Huiner/James, 8-0) to bundle 6.34 through 6.41.

- 6.34/
6.41 It was MSC (DeLong/Huiner, 8-0) to approve the text book revisions for BRE 110 Legal Aspects of Real Estate I; BRE 120 Real Estate Appraisal; BRE 121 Advanced Real Estate Appraisal: Income Property; BRE 125 Taxes and Real Estate Investment; BRE 126 Real Estate Finance; BRE 127 Real Estate Office Administration; BRE 140 Real Estate Property Management; and BRE 142 Real Estate Marketing.

COURSE DEACTIVATION

It was MSC (Huiner/James, 8-0) to bundle 6.42 through 6.46.

- 6.42/
6.46 It was MSC (Golder/Jones, 8-0) to approve course deactivation for ART 106H Honors Art Concepts; AUTO 98 Special topics Auto; AUTO 99 Car Care Clinic; BIOL 104 General Botany; and NURS 49 Knowledge Review for Pre-Nursing Students.

PROGRAMS/CERTIFICATES: NONE

7. INFORMATION/DISCUSSION

- 7.1 It was MSC (Huiner/Harvey) to approve the Letter in support of Curriculum Chair.
- 7.2 It was MSC (Golder/James, 8-0) to approve Eileen Alsina as a CurricUNET Super Admin user.
- 7.3 It was MSC (DeLong/Jones) to approve a summer meeting on Thursday, June 20th at 12:00
- 7.4 It was MSC (McCracken/Huiner) to approve the PAL name change.

8. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS

John Sweet – How much time is spent preparing for the curriculum meetings.
Chair spends approx. 20 hours; committee members spend approx. 5 to 7 hours per week.

9. ADJOURNMENT

The meeting was adjourned at 3:50 p.m.

Respectfully submitted,

Debra Blanchard
Chairperson