

MINUTES  
VICTOR VALLEY COLLEGE

MAY 31, 2018

2:45 PM

1. **CALL TO ORDER**

The meeting was called to order at 2:47 p.m. by, Chairperson.

**MEMBERS PRESENT:** Debra Blanchard, Chairperson, Patty Golder, Lisa Harvey, Richard Cerreto, Leslie Huiner, Gregory Jones, Scott Jones, Jeanine Speakman, Jackie Stahlke, Pam James and Sandy Visser

**MEMBERS ABSENT:**

**GUESTS:** Reba Pugliese

2. **ANNOUNCEMENT OF ADDITIONS/DELETIONS/CORRECTIONS TO AGENDA:**

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

None

4. **MINUTES:**

4.1 **Minutes from May 24, 2018**

It was MSC (L. Harvey/J. Speakman, 7/0) to approve minutes from May 24, 2018

5. **CONSENT AGENDA:**

None

6.0 **ACTION ITEM:**

6.1 **New Prefix: LAW (will be part of POLS/PAL)**

It was MSC (S. Jones P. Golder/, 9-0) to approve New prefix

Discussion

LAW – some PAL courses will be LAW and some POLS will be LAW  
Effective FALL 18

6.12 **Committee dates for 2018/2019**

It was MSC (R. Cerreto/L Huiner, 9-0) to approve new dates and meeting location 33-113

6. **PROGRAMS/CERTIFICATES**

6.2 **Automotive Transmission Specialist Technician**

It was MSC (S. Visser/P. James, 9-0) to approve new certificate

6.3 **Automotive Alternate Propulsion**

It was MSC (R. Cerreto/G. Jones, 9-0) to approve new certificate

6.4 **Automotive Brake and Suspension Specialist Technician**

It was MSC (R. Cerreto/S. Visser, 9-0) to approve new certificate

6.5 **Automotive Detailer and Porter**

It was MSC (L. Harvey/S. Jones, 9-0) to approve new certificate

6.6 **Automotive Service Advisor and Manager**

It was MSC (S. Visser /S. Jones, 9-0) to approve new certificate

6.7 **Light Duty Diesel Technician**

It was MSC (J. Speakman/S. Visser, 9-0) to approve new certificate

## **TABLED PROGRAMS/CERTIFICATES**

**None**

## **COURSES**

- 7.1 ANIM 53 Advanced Animation/Demo Reels**  
It was MSC (L. Huiner/P. Jones, 9-0) to approve discipline name change, 64-72 out-of-class hours, catalog description, textbook update
- 7.2 ANIM 53 Advanced Animation/Demo Reels**  
It was MSC (P. James/G. Jones) to approve prerequisite: ANIM 50
- 7.3 ANIM 53 Advanced Animation/Demo Reels**  
It was MSC (R. Cerreto. /S. Visser 9 -0) to approve prerequisite: ANIM 160
- 7.4 ANIM 56 Photoshop for Animators**  
It was MSC (L. Harvey/J. Speakman, 9 -0) to approve discipline name change, 64-72 out-of-class hours
- 7.5 ANIM 56 Photoshop for Animators**  
It was MSC (L. Huiner/P. James, 9 -0) to approve prerequisite: ANIM 160
- 7.6 ANIM 56 Photoshop for Animators**  
It was MSC (R Cerreto/P. James, 9 -0) to approve prerequisite: ANIM 50
- 7.7 ANIM 80 Zbrush Fundamentals**  
It was MSC (R. Cerreto/P. Golder, 9-0) to approve discipline name change, 64-72 out-of-class hours
- 7.8 ANIM 80 Zbrush Fundamentals**  
It was MSC (G. Jones/P. Golder, 9 -0) to approve prerequisite: ANIM 50
- 7.9 ANIM 80 Zbrush Fundamentals**  
It was MSC (R. Cerreto/G. Jones, 9 -0) to approve prerequisite: ANIM 160
- 7.10 ANTH 103 Introduction to Archaeology**  
It was MSC (R. Cerreto/S. Jones, 9 -0) to approve instructional objectives, SLO's, course content, assignments, and textbook update
- 7.11 ANTH 103L-C Archaeology Lab III**  
It was MSC (L. Harvey/R. Cerreto, 9 -0) to approve new course
- 7.12 APE 160B Intermediate Adapted Physical Education**  
It was MSC (G. Jones/S. Visser, 9 -0) to approve instructional objectives, SLO's, course content, textbook update
- 7.123 APE 160B Intermediate Adapted Physical Education**  
Table (R. Cerreto/P. Golder) to table for prerequisite
- 7.13 ASL 124 American Sign Language III**  
It was MSC (P. Golder/G. Jones, 9 -0) to approve 128-144 out-of-class hours, instructional objectives, entrance skills, assignments, methods of evaluation, textbook update, methods of evaluation and methods of instruction
- 7.14 ASL 124 American Sign Language III**

It was MSC (S. Jones/J. Speakman, 9 -0) to approve distance education

**7.141 ASL 124 American Sign Language III**

It was MSC (S. Visser/S. Jones, 9 -0) to approve prerequisite ASL 123

**7.15 ASL 125 American Sign Language IV**

It was MSC (P. Golder /P. James, 9 -0) to approve 128-144 out-of-class hours, instructional objectives, entrance skills, assignments, SLO's, textbook update, course content, and methods of instruction

**7.16 ASL 125 American Sign Language IV**

It was MSC (R. Cerreto/P. Golder/, 9 -0) to approve distance education

**7.161 ASL 125 American Sign Language IV**

It was MSC (R. Cerreto /P. James, 9 -0) to approve prerequisite ASL 124

**7.17 AUTO 80.1 Automotive Electrical & Electronics I**

It was MSC (S. Jones/S. Visser, 9 -0) to approve new course

**7.18 AUTO 80.1 Automotive Electrical & Electronics I**

It was MSC (S. Visser/L. Harvey, 9 -0) to approve prerequisite: AUTO 50

**7.19 FIRE 138 Cooperative Education Fire Technology**

It was MSC (J. Speakman/L. Huiner, 9 -0) to approve catalog description update, schedule description update, instructional objectives, SLO's, course content, assignments, methods of instruction, and methods of evaluation

It was MSC (L. Huiner/P. Golder, 9-0) to bundle 138's, 7.30, 7.33, 7.34

It was MSC (J. Speakman/L. Huiner, 9-0) to approve bundle 1

**7.20 FIRE 61H Low Angle Rope Rescue Operational**

It was MSC (S. Jones/S. Visser, 9 -0) to approve course number change, SLO's, assignments, methods of instruction and methods of evaluation

Discussion

Repeatability: Currently any student needing to repeat a course either needs to petition or audit the class. AP 4225 regarding repeatability needs to be amended to allow the courses that are mandated for continuing training to be repeatable and brought to the academic senate. When courses that need their repeatability changed, the information should be put in the COR along with the proper paperwork that shows this course is a legally mandated repeatable course, should be included.

**7.21 FIRE 61H Low Angle Rope Rescue Operational**

It was MSC (J. Speakman/G. Jones, 9 -0) to approve recommended preparation: FIRE 95

**7.22 LAW 100 Introduction to Law and Paralegal Studies**

It was MSC (R. Cerreto/J. Speakman, 9 -0) to approve new course

**7.23 LAW 100 Introduction to Law and Paralegal Studies**

It was MSC (R. Cerreto/P. James, 9 -0) to approve prerequisite: ENGL 45 as corrected  
Another prerequisite should be added that states ENGL-45 or higher to allow for the higher ENGL courses

**7.24 LAW 205 Mock Trial Advocacy**

It was MSC (R. Cerreto /P. James, 9 -0) to approve new course

**7.25 LAW 205 Mock Trial Advocacy**

It was MSC (S. Visser/G. Jones, 9 -0) to approve recommended preparation: PAL 100

- 7.26 MATH 129 Independent Study**  
It was MSC (R. Cerreto/L. Huiner, 9 -0) to approve content review
- 7.27 MATH 129A-H Independent Study honors – First Semester**  
It was MSC (P. Golder/J. Speakman, 9 -0) to approve content review as corrected remove hyphen
- 7.28 MATH 129B-H Independent Study honors – Second Semester**  
It was MSC (R. Cerreto/L. Huiner, 9 -0) to approve content review as corrected remove hyphen
- 7.29 MATH 129C-H Independent Study honors –Third Semester**  
It was MSC (R. Cerreto/G. Jones, 9 -0) to approve content review as corrected remove hyphen  
Jackie Stahlke joined the meeting
- 7.30 PAL 138 Cooperative Education Paralegal**  
It was MSC (J. Speakman/L. Huiner, 9-0) to approve new course – bundle 1
- 7.31 POLS 102 Introduction to American Government and Politics**  
It was MSC (J. Stahlke/L. Harvey, 10 -0) to approve instructional objectives, course content, assignments, textbook update, distance education description update
- 7.32 POLS 102 Introduction to American Government and Politics**  
It was MSC (J. Stahlke/R. Cerreto, 10 -0) to approve prerequisite: ENGL 45 as corrected to higher  
  
Prerequisites should be reviewed every 2 years to verify they are still correct.
- 7.33 SOC 138 Cooperative Education Sociology**  
It was MSC (J. Speakman/L. Huiner, 9-0) to approve catalog description update, schedule description update, instructional objectives, SLO's, course content, assignments, methods of instruction, methods of evaluation – bundle 1
- 7.34 TA 138 Cooperative Education Theatre Arts**  
It was MSC (J. Speakman/L. Huiner, 9-0) to approve catalog description update, schedule description update, instructional objectives, SLO's, course content, assignments, methods of instruction, methods of evaluation – bundle 1
- 7.36 WELD 72 Introduction to Welding**  
It was MSC (L. Huiner/L. Harvey, 10 -0) to approve new course
- 7.37 WELD 72 Introduction to Welding**  
It was MSC (P. James/J. Stahlke, 10 -0) to approve prerequisite: WELD 53

**TABLED COURSES**

None

**8. INFORMATION/DISCUSSION**

The counselors would like to see AP scores attached to the courses in the catalog and schedule description. A procedure needs to be developed for attaching AP scores to courses and brought to the Academic Senate.

**9. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS:**

None

**10. ADJOURNMENT**

The meeting was adjourned at 4:08 p.m.

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