

ADOPTED
MINUTES
VICTOR VALLEY COLLEGE

JUNE 9, 2016

2:45PM

1. CALL TO ORDER

The meeting was called to order at 2:50 p.m. by Debra Blanchard, Chairperson.

MEMBERS PRESENT: Debra Blanchard, Chairperson, Richard Cerreto, Patty Golder, Leslie Huiner, Pamela James, Gregory Jones, Hackie Stahlke, Christa White.

GUESTS: Malia Carpenter

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

Deletions: Delete PSYC 219, Agenda items 6.96 through 6.101, at the request of the Dept. Chair.

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

4. MINUTES:

It was MSC (C. White/J. Stahlke, 6-0) to approve as presented the minutes of May 26, 2016.

5. CONSENT AGENDA: None

6. ACTION ITEMS

Courses

6.1 AUTO 56A Transmission Computer Systems

It was MSC (G. Jones/P. James, 6-0) to approve the course update for AUTO 56A Transmission Computer Systems.

It was MSC (J. Stahlke/C. White, 6-0) to bundle agenda items 6.2, 6.3, 6.4, 6.5, 6.6, 6.7, 6.8, 6.9, 6.10, 6.11, 6.14, 6.15, 6.16, 6.27, 6.33, 6.38, 6.39, 6.40, 6.41, 6.42, 6.43, 6.44, 6.45, 6.46, 6.47, 6.48, 6.49, 6.50, 6.51, 6.52, 6.53, 6.54, 6.57, 6.58, 6.59, 6.60, 6.61, 6.62, 6.63, 6.64, 6.65, 6.660, and 6.89.

It was MSC (C. White/R. Cerreto, 6-0) to approve the bundle in one motion.

6.2 AUTO 95.10L Hybrid Vehicle Maintenance

Course Deactivation

6.3 AUTO 95A1-L Engine Repair Laboratory

Course Deactivation

6.4 AUTO 95A2-L Engine Repair Laboratory

Course Deactivation

6.5 AUTO 95A3-L Standard Transmission Repair

Course Deactivation

6.6 AUTO 95A4-L Automotive Suspension and Alignment Laboratory

Course Deactivation

6.7 AUTO 95A5-L Automotive Brakes Repair

Course Deactivation

6.8 AUTO 95A6-L Automotive Computer/Electronics Laboratory

Course Deactivation

- 6.9 **AUTO 95A7-L Automotive HVAC Laboratory**
Course Deactivation
- 6.10 **AUTO 95A8-L Automotive Engine Performance Laboratory**
Course Deactivation
- 6.11 **AUTO 95C1-L Automotive Service Consultant Laboratory**
Course deactivation.
- 6.14 **BIOL 214 Vertebrate Zoology**
Course Deactivation
- 6.15 **BIOL 240 Applied Biostatistics**
Course deactivation
- 6.16 **BRE 125 Taxes and Real Estate Investment**
Course deactivation
- 6.27 **CHEM 150 Forensic Chemistry**
Course Deactivation
- 6.33 **ENGL 8 Reading Improvement**
Course Deactivation
- 6.38 **FIRE 4A Fire Fighter II Academy**
Course Deactivation.
- 6.39 **FIRE 5 Chief's Workshop**
Course Deactivation.
- 6.40 **FIRE 6A Bfeo Academy, CDF**
Course Deactivation.
- 6.41 **FIRE 6B Fire Attack I**
Course Deactivation.
- 6.42 **FIRE 6C Leadership Fundamentals**
Course Deactivation.
- 6.43 **FIRE 18 Class A Foam Opr**
Course Deactivation.
- 6.44 **FIRE 56 Fire Instructor 2B**
Course Deactivation.
- 6.45 **FIRE 58 Introduction to Emergency Management**
Course Deactivation
- 6.46 **FIRE 58A Comm Disaster Plan**
Course Deactivation
- 6.47 **FIRE 58C Emer Mgmt Recovery**
Course Deactivation
- 6.48 **FIRE 60B Advanced ICS I-400**
Course Deactivation

- 6.49 **FIRE 60E Div Group Supv**
Course Deactivation
- 6.50 **FIRE 60F ICS-334**
Course Deactivation
- 6.51 **FIRE 61C Helispot Manager**
Course Deactivation
- 6.52 **FIRE 61D Resource/Demo Ldr**
Course Deactivation
- 6.53 **FIRE 61E Check in Recorder**
Course Deactivation
- 6.54 **FIRE 65O Campbell Prediction**
Course Deactivation
- 6.57 **FIRE 79 Fire Investig 1B**
Course Deactivation
- 6.58 **FIRE 83 Fire Mgmt 2C**
Course Deactivation
- 6.59 **FIRE 84 Fire Command 2A**
Course Deactivation
- 6.60 **FIRE 85 Fire Management 2A**
Course Deactivation
- 6.61 **FIRE 87 Fire Management 2E**
Course Deactivation
- 6.62 **FIRE 91 Fire Control V**
Course Deactivation
- 6.63 **FIRE 93 Fire Management 2D**
Course Deactivation
- 6.64 **FIRE 94 Fire Command 2D**
Course Deactivation
- 6.65 **FIRE 98 Fire Company Officer's Academy**
Course Deactivation
- 6.660 **FIRE 106 Fire Company Org and Mgmt**
Course Deactivation
- 6.89 **PHYS 204H Honors Engineering Physics**
Course Deactivation
- 6.12 **AUTO 96 Applied Technical Mathematics and Measuring Instrumentation**
It was MSC (R. Cerreto/P. Golder, 6-0) to approve the course update for AUTO 96 Applied Technical Mathematics and Measuring Instrumentation.
- 6.13 **AUTO 96 Applied Technical Mathematics and Measuring Instrumentation**
It was MSC (C. White/R. Cerreto, 6-0) to approve distance education as a method of instruction for AUTO 96 Applied Technical Mathematics and Measuring Instrumentation.

Leslie Huiner arrived at 3:03pm

- 6.17 CHDV 106 Child, Family, and Community**
It was MSC (R. Cerreto/P. James, 7-0) to approve the course update for CHDV 106 Child, Family, and Community.
- 6.18 CHDV 106 Child, Family, and Community**
It was MSC (R. Cerreto/L. Huiner, 7-0) to approve the recommended prep.: successful completion of ENGL 50 or eligibility for ENGL 101 is Strongly Advised for CHDV 106 Child, Family, and Community.
- 6.19 CHDV 106 Child, Family, and Community**
It was MSC (C. White/J. Stahlke, 7-0) to approve distance education as a method of instruction for CHDV 106 Child, Family, and Community.
- 6.20 CHDV 110 Principles and Practices of Teaching Young Children**
It was MSC (C. White/P. James, 7-0) to approve the course update for CHDV 110 Principles and Practices of Teaching Young Children.
- 6.21 CHDV 110 Principles and Practices of Teaching Young Children**
It was MSC (R. Cerreto/G. Jones, 7-0) to approve the recommended prep: Successful completion of ENGL 50 or eligibility for ENGL 101 is Strongly Advised for CHDV 110 Principles and Practices of Teaching Young Children.
- 6.22 CHDV 110 Principles and Practices of Teaching Young Children**
It was MSC (R. Cerreto/L. Huiner, 7-0) to approve the recommended prep: 1. Ability to read and interpret College level texts and supplemental materials. 2. Ability to write a complex essay with paragraphs and complete sentences. Essay must be grammatically correct and proofread for spelling mistakes. Must be able to provide internal citations and reference page. Essays are usually 3-5 pages in length. for CHDV 110 Principles and Practices of Teaching Young Children.
- 6.23 CHDV 110 Principles and Practices of Teaching Young Children**
It was MSC (P. Golder/J Stahlke, 7-0) to approve distance education as a method of instruction for CHDV 110 Principles and Practices of Teaching Young Children.
- 6.24 CHDV 142 Child Health, Safety, and Nutrition**
It was MSC (J. Stahlke/R. Cerreto, 7-0) to approve the course update for CHDV 142 Child Health, Safety, and Nutrition.
- 6.25 CHDV 142 Child Health, Safety, and Nutrition**
It was MSC (G. Jones/P. James, 7-0) to approve the recommended prep: Successful completion of ENGL 50 or eligibility for ENGL 101 is Strongly Advised, for CHDV 142 Child Health, Safety, and Nutrition.
- 6.26 CHDV 142 Child Health, Safety, and Nutrition**
It was MSC (R. Cerreto/J. Stahlke, 7-0) to approve distance education as a method of instruction for CHDV 142 Child Health, Safety, and Nutrition.
- 6.28 CT 142 Renewable Energy Fundamentals**
It was MSC (C. White/J. Stahlke, 7-0) to approve the course update: grading change for CT 142 Renewable Energy Fundamentals.
- 6.29 CT 142 Renewable Energy Fundamentals**
It was MSC (R. Cerreto/G. Jones, 7-0) to approve distance education as a method of instruction for CT 142 Renewable Energy Fundamentals.

- 6.30 CTMF 141 Manufacturing Internship Laboratory**
It was MSC (L. Huiner/R. Cerreto, 7-0) to approve, as corrected, the course update: unit change for CTMF 141 Manufacturing Internship Laboratory.
- 6.31 CTMF 141 Manufacturing Internship Laboratory**
It was MSC (L. Huiner/C. White, 7-0) to approve, as corrected, the corequisite: CTMF 140 for CTMF 141 Manufacturing Internship Laboratory.
- 6.32 CTMF 50 General Machine Shop**
It was MSC (R. Cerreto/G. Jones, 7-0) to approve CTMF 50 General Machine Shop as a new course.
- 6.34 ESL 12B Basic Computer Literacy I**
It was MSC (P. Golder/P. James, 7-0) to approve the course update for ESL 12B Basic Computer Literacy I.
- 6.35 ESL 12B Basic Computer Literacy I**
It was MSC (P. Golder/G. Jones, 7-0) to approve the recommended prep: completion of ESL 12A strongly recommended for ESL 12B Basic Computer Literacy I.
- 6.36 ESL 33A Low Intermediate Reading and Vocabulary**
It was MSC (P. Golder/R. Cerreto, 7-0) to approve the course update: title change, description change for ESL 33A Low Intermediate Reading and Vocabulary.
- 6.37 ESL 33A Low Intermediate Reading and Vocabulary**
It was MSC (P. Golder/J. Stahlke, 9-0) to approve the recommended prep: students should already have basic skills in decoding information and understanding at a literal level. They should be able to read and understand short, authentic texts such as letters and instructions, for ESL 33A Low Intermediate Reading and Vocabulary.
- 6.55 FIRE 69 Rescue Practices**
It was MSC (R. Cerreto/P. James, 7-0) to approve Fire 69 Rescue Practices as a new course.
- 6.56 FIRE 69 Rescue Practices**
It was MSC (R. Cerreto/P. James, 7-0) to approve distance education as a method of instruction for FIRE 69 Rescue Practices.
- 6.67 GUID 50 College Success**
It was MSC (J. Stahlke/P. James, 7-0) to approve the course update for GUID 50 College Success.
- 6.68 GUID 50 College Success**
It was MSC (R. Cerreto/P. James, 7-0) to approve distance education as a method of instruction for GUID 50 College Success.
- 6.69 GUID 51 Orientation to College**
It was MSC (J. Stahlke/P. James, 7-0) to approve the course update for GUID 51 Orientation to College.
- 6.70 HIST 103 World History to 1500**
It was MSC (R. Cerreto/G. Jones, 7-0) to approve the course update for HIST 103 World History to 1500.
- 6.71 HIST 103 World History to 1500**
It was MSC (G. Jones/R. Cerreto, 7-0) to approve distance education as a method of instruction for HIST 103 World History to 1500.

- 6.72 KIN 128 Special Topics**
It was MSC (C. White/R. Cerreto, 7-0) to approve the course update: prefix change for KIN 128 Special Topics.
- 6.73 MATH 226 Analytic Geometry and Calculus**
It was MSC (R. Cerreto/C. White, 7-0) to approve the course update: unit change for MATH 226 Analytic Geometry and Calculus.
- 6.74 MATH 226 Analytic Geometry and Calculus**
It was MSC (R. Cerreto/P. Golder, 7-0) to approve the prerequisite: MATH 104 with a grade of "C" or better, or placement by VVC assessment test, for MATH 226 Analytic Geometry and Calculus.
- 6.75 MATH 226 Analytic Geometry and Calculus**
It was MSC (R. Cerreto/P. James, 7-0) to approve the prerequisite: MATH 105 or 105H with a grade of "C" or better, or placement by VVC assessment test, for MATH 226 Analytic Geometry and Calculus.
- 6.76 MATH 226 Analytic Geometry and Calculus**
It was MSC (C. White/R. Cerreto, 7-0) to approve distance education as a method of instruction for MATH 226 Analytic Geometry and Calculus.
- 6.77 MATH 226H Honors Analytic Geometry and Calculus**
It was MSC (R. Cerreto/G. Jones, 7-0) to approve the course update: unit change for MATH 226H Honors Analytic Geometry and Calculus.
- 6.78 MATH 226H Honors Analytic Geometry and Calculus**
It was MSC (C. White/R. Cerreto, 7-0) to approve the prerequisite: MATH 104 with a grade of "C" or better, or placement by VVC assessment test, for MATH 226H Honors Analytic Geometry and Calculus.
- 6.79 MATH 226H Honors Analytic Geometry and Calculus**
It was MSC (C. White/P. James, 7-0) to approve the prerequisite: MATH 105 or 105H with a grade of "C" or better, or placement by VVC assessment test, for MATH 226H Honors Analytic Geometry and Calculus.
- 6.80 MATH 226H Honors Analytic Geometry and Calculus**
It was MSC (G. Jones/R. Cerreto, 7-0) to approve distance education as a method of instruction for MATH 226H Honors Analytic Geometry and Calculus.
- 6.81 MATH 227 Analytic Geometry and Calculus II**
It was MSC (L. Huiner/J. Stahlke, 7-0) to approve the course update: title change, unit change for MATH 227 Analytic Geometry and Calculus II.
- 6.82 MATH 227 Analytic Geometry and Calculus II**
It was MSC (G. Jones/P. James, 7-0) to approve the prerequisite: MATH 226 or 266H with a grade of "C" or better, for MATH 227 Analytic Geometry and Calculus II.
- 6.83 MATH 227 Analytic Geometry and Calculus II**
It was MSC (R. Cerreto/C. White, 7-0) to approve distance education as a method of instruction for Analytic Geometry and Calculus II.
- 6.84 MATH 227H Honors Analytic Geometry and Calculus II**
It was MSC (C. White/J. Stahlke, 7-0) to approve the course update: title change, unit change for MATH 227H Honors Analytic Geometry and Calculus II.

- 6.85** **MATH 227H Honors Analytic Geometry and Calculus II**
It was MSC (C. White/L. Huiner, 7-0) to approve the prerequisite: MATH 226 or 266H with a grade of "C" or better, for MATH 227H Honors Analytic Geometry and Calculus II.
- 6.86** **MATH 227H Honors Analytic Geometry and Calculus II**
It was MSC (L. Huiner/P. James, 7-0) to approve distance education as a method of instruction for MATH 227H Honors Analytic Geometry and Calculus II.
- 6.87** **MUSC 103 Music Theory II**
It was MSC (P. Golder/R. Cerreto, 7-0) to approve the course update: description change for MUSC 103 Music Theory II.
- 6.88** **MUSC 103 Music Theory II**
It was MSC (R. Cerreto/L. Huiner, 7-0) to approve the prerequisite: MUSC 102 for MUSC 103 Music Theory II.
- 6.90** **RSPT 91 Echocardiography 2**
It was MSC (R. Cerreto/C. White, 7-0) to approve the course update for RSPT 91 Echocardiography 2.
- 6.91** **RSPT 91 Echocardiography 2**
It was MSC (R. Cerreto/C. White, 7-0) to approve the prerequisite: RSPT 90 with a grade of "C" or better for RSPT 91 Echocardiography 2.
- 6.92** **TA 101 Introduction to Theatre**
It was MSC (L. Huiner/P. Golder, 7-0) to approve the course update for TA 101 Introduction to Theatre.
- 6.93** **TA 101 Introduction to Theatre**
It was MSC (C. White/P. Golder, 7-0) to approve distance education as a method of instruction for TA 101 Introduction to Theatre.
- 6.94** **WELD 60D Welding Laboratory FCAW**
It was MSC (L. Huiner/R. Cerreto, 7-0) to approve the course update: title change, description change, unit change for WELD 60D Welding Laboratory FCAW.

Tabled Courses:

- 6.95** **ESL 12A Basic Computer Literacy**
It was MSC (P. Golder/C. White, 7-0) to approve, as corrected, the recommended preparation of completion of AENG 10.1 or above or qualifying test score, ~~or recommended by instructor~~ for ESL 12A Basic Computer Literacy.
- 6.96** **PSYC 219 Fieldwork in Psychology**
New Course – Item deleted per the Dept. Chair's request.
- 6.97** **PSYC 219 Fieldwork in Psychology**
Recommended Preparation: ENGL 101 – Item deleted per the Dept. Chair's request.
- 6.98** **PSYC 219 Fieldwork in Psychology**
Recommended Preparation: PSYC 101 – Item deleted per the Dept. Chair's request.
- 6.99** **PSYC 219 Fieldwork in Psychology**
Recommended Preparation: PSYC 213 – Item deleted per the Dept. Chair's request.
- 6.100** **PSYC 219 Fieldwork in Psychology**
Recommended Preparation: PSYC 125 – Item deleted per the Dept. Chair's request.

6.101 PSYC 219 Fieldwork in Psychology

Prerequisite: Requires permission from the instructor and the Psychology Dept. Chair – Item deleted per the Dept. Chair's request.

6.102 PAL 101 Law Office Technology for Paralegals

New Course – It was MSC (R. Cerreto/P. James, 7-0) to table the item

It was MSC (C. White/P. James, 7-0) to bundle agenda items 6.103, 6.104, 6.105, 6.106, and 6.107.

It was MSC (J. Stahlke/C. White, 7-0) to table the bundle in one motion.

6.103 PAL 101 Law Office Technology for Paralegals

Corequisite: PAL 100

6.104 PAL 101 Law Office Technology for Paralegals

Distance Education

6.105 PAL 200 Law Office Management for Paralegals

New Course

6.106 PAL 200 Law Office Management for Paralegals

Corequisite: PAL 100

6.107 PAL 200 Law Office Management for Paralegals

Distance Education

7. PROGRAMS/CERTIFICATES:

It was MSC (J. Stahlke/G. Jones, 7-0) to bundle agenda items 7.1, 7.2, and 7.10.

It was MSC (C. White/J. Stahlke, 7-0) to approve the deactivation bundle in one motion.

7.1 Import Sport Tuning and Customization

Certificate Deactivation.

7.2 Heavy Duty Truck Hydraulic Technician

Certificate Deactivation

7.10 Database Administration Certificate

Certificate Deactivation

7.3 Basic Machining

It was MSC (R. Cerreto/C. White, 7-0) to approve the new certificate – first reading for Basic Machining.

7.4 Basic Machining

It was MSC (R. Cerreto/J. Stahlke, 7-0) to approve the new certificate – second reading for Basic Machining.

7.5 MySQL Database Developer Certificate

It was MSC (R. Cerreto/J. Stahlke, 7-0) to approve MySQL Database Developer certificate as a new certificate.

7.6 Programming I Certificate

It was MSC (G. Jones/P. James, 7-0) to approve Programming I certificate as a new certificate.

7.7 Web Authoring Certificate

It was MSC (C. White/L. Huiner, 7-0) to approve Web Authoring certificate as a new certificate.

7.8 Productivity Software Specialist

It was MSC (J. Stahlke/C. White, 7-0) to approve the certificate update for the Productivity Software Specialist certificate.

7.9 Programming II Certificate

It was MS (R. Cerreto/C. White) to approve the certificate update for the Programming II Certificate. Motion failed. It was MSC (R. Cerreto/G. Jones, 7-0) to table the item.

7.11 Digital Filmmaker

It was MSC (R. Cerreto/C. White, 7-0) to approve the new certificate - first reading for Digital Filmmaker.

7.12 Digital Filmmaker

It was MSC (R. Cerreto/L. Huiner, 7-0) to approve the new certificate - second reading for Digital Filmmaker.

Tabled Certificates:

7.13 Applied Developmental Psychology Assistant

New Certificate – It was MSC (P. James/C. White, 7-0) to table the item.

8. INFORMATION/DISCUSSION: None

9. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: None

10. ADJOURNMENT

The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Debra Blanchard
Chairperson