

**ADOPTED**  
**MINUTES**  
VICTOR VALLEY COLLEGE  
CURRICULUM COMMITTEE MEETING

**SEPTEMBER 12, 2013**

**2:30PM**

**1. CALL TO ORDER**

The meeting was called to order at 2:34 p.m. by Debra Blanchard, Chairperson. The Chair welcomed the committee members back for the 2013-14 year and introduced Peter Maphumulo the new vice president of instruction/student services.

**MEMBERS PRESENT:** Debra Blanchard, Chairperson, Carol Delong, Ron Fields, Patty Golder, Leslie Huiner, Pamela James, Scott Jones, Mike McCracken, Alice Ramming

**MEMBERS ABSENT:** Lisa Harvey

**GUESTS:** Peter Maphumulo, Tom Miller, John Sweet, Steve Toner, Ruby Wikstrom

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

Add FIRE 74 Fire Prevention 1A course update, prerequisite and distance education approval as agenda items 6.71, 6.72 and 6.73 and move after item 6.19.

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

**4. MINUTES**

It was MSC (Jones/Golder, 8-0) to approve the minutes of June 20, 2013 as presented.

**5. CONSENT AGENDA**

It was MSC (DeLong/James, 8-0) to approve the consent items in one motion.

**5.1 BIOL 118 Principles of Heredity**

SLO only revision

**5.2 CMST 106 Interpersonal Communication**

SLO only revision

**5.3 GEOG 130 Introduction to Weather and Climate**

Textbook revision

**5.4 MUSC 145 College Symphony Orchestra**

SLO only revision

**5.5 PSYC 204 Social Psychology**

SLO only revision

**6. ACTION ITEMS**

**COURSES**

**6.1 AUTO 80.6 Introduction to Automotive Electricity**

It was MSC (Golder/Fields, 8-0) to approve the course update for AUTO 80.6 Introduction to Automotive Electricity

**6.2 AUTO 80.6 Introduction to Automotive Electricity**

It was MSC (Jones/McCracken, 8-0) to approve distance education as a method of instruction for AUTO 80.6.

**6.3 AUTO 82 Automotive Electrical Repair**

It was MSC (Golder/Jones, 8-0) to approve the course update for AUTO 82 Automotive Electrical Repair,

**6.4 AUTO 97 Automotive Air Conditioning and Heating Systems**

It was MSC (Fields/Delong, 8-0) to approve the course update for AUTO 97 Automotive Air Conditioning and Heating Systems.

- 6.5 AVA 62 Airframe 2**  
It was MSC (Delong/Jones, 8-0) to approve AVA 52 with a minimum grade of 'B' as an additional prerequisite for AVA 62 Airframe 2.
- 6.6 CIS 101 Computer Literacy**  
It was MSC (Jones/James, 8-0) to approve the course update for CIS 101 Computer Literacy.
- 6.7 CIS 101 Computer Literacy**  
It was MSC (Golder/Jones, 8-0) to approve as recommended preparation: Mouse skills: know difference between, be able to perform, and know when to utilize: left click, right click, single click, double click, and drag and drop motion. Keyboarding skills: nominal typing speeds of about 30 words per minute (WPM) for CIS 101.
- 6.8 CIS 139A Windows 8 for Power Users**  
It was MSC (Huiner/Fields, 8-0) to approve the course update, number and title change from CIS 139 for CIS 139A Windows 8 for Power Users.
- 6.9 CIS 139A Windows 8 for Power Users**  
It was MSC (Ramming/McCracken, 8-0) to approve as recommended preparation CIS 101 for CIS 139A.
- 6.10 CIS 240A Windows Enterprise Administration**  
It was MSC (Fields/Delong, 8-0) to approve as corrected the course update and title change for CIS 240A Windows Enterprise Administration.
- 6.11 CIS 240A Windows Enterprise Administration**  
It was MSC (Fields/Golder, 8-0) to approve CIS 101 or equivalent as a prerequisite for CIS 240A.
- 6.12 CIS 240A Windows Enterprise Administration**  
It was MSC (Fields/Ramming, 8-0) to approve distance education as method of instruction for CIS 240A.
- 6.13 CT 104 Construction Law**  
It was MSC (Fields/McCracken, 8-0) to approve the course update for CT 104 Construction Law.
- 6.14 CTMF 129B Advanced Woodturning**  
It was MSC (Fields/Golder, 8-0) to approve the course update for CTMF 129B Advanced Woodturning.
- 6.15 CTMF 129B Advanced Woodturning**  
It was MSC (Fields/Huiner, 8-0) to approve CTMF 129A as a prerequisite for CTMF 129B.
- 6.16 ENGL 102H Honors Composition and Literature**  
It was MSC (Golder/James, 8-0) to approve the course update for ENGL 102H Honors Composition and Literature.
- 6.17 ENGL 102H Honors Composition and Literature**  
It was MSC (Golder/Delong, 8-0) to approve ENGL 101.0 or ENGL 101H as a prerequisite for ENGL 102H.
- 6.18 FIRE 73 Fire Command 1B-Incident Management for Company Officers (1998)**  
It was MSC (Jones/Fields, 8-0) to approve the course update and title change for FIRE 73 Fire Command 1B-Incident Management for Company Officers (1998).
- 6.19 FIRE 73 Fire Command 1B-Incident Management for Company Officers (1998)**  
It was MSC (Jones/James, 8-0) to approve State Fire Training (SFT) Command 1A and I.C.S 200 Certification as prerequisites for FIRE 73.
- 6.71 FIRE 74 Fire Prevention 1A**  
It was MSC (Jones/Fields, 8-0) to approve the course update for FIRE 74 Fire Prevention 1A.
- 6.72 FIRE 74 Fire Prevention 1A**  
It was MSC (Fields/Jones, 8-0) to approve FIRE 102 as recommended preparation for FIRE 74.
- 6.73 FIRE 74 Fire Prevention 1A**  
It was MSC (Jones/Golder, 8-0) to approve distance education as a method of instruction for FIRE 74.

**6.20**     **KIND 169C Beginning Yogalates**

It was MS (Ramming/Delong) to approve as a new course KIND 169C Beginning Yogalates. After discussion regarding information that was received from the Curriculum Institute concerning leveling and courses related in content, it was MSC (Huiner/Fields, 7-1) to table the item.

**6.21**     **KIND 169D Intermediate Yogalates**

It was MSC (Huiner/Fields, 7-1) to table KIND 169D Intermediate Yogalates.

**6.22**     **MATH 42 Elementary Algebra (formerly MATH 50)**

It was MSC (Fields/McCracken, 8-0) to approve the course number change for MATH 42 Elementary Algebra (formerly MATH 50).

**6.23**     **MATH 42 Elementary Algebra (formerly MATH 50)**

It was MSC (Ramming/McCracken, 8-0) to approve MATH 10 minimum grade B or MATH 12 minimum grade C as a prerequisite for MATH 42.

It was MSC (Jones/Ramming, 8-0) to bundle items 6.24 through 6.42.

**6.24-**

**6.42**     It was MSC (Fields/Golder, 8-0) to approve course revisions for items 6.24 through 6.42 and it was MSC (Jones/James, 8-0) to approve prerequisites/co-requisites for items 6.24 through 6.42 as follows: **6.24 MUSC 116 Music in America** course update; **6.25/6.26 MUSC 120B Applied Music Studies II** course update and title change; prerequisite: MUSC 120A; **6.27 MUSC 122 Beginning Voice Production I** course update and title change; **6.28 MUSC 124 Beginning Guitar I** course update; **6.29 MUSC 125 Beginning Guitar II** course update; **6.30/6.31 MUSC 126 Guitar Ensemble** course update and prerequisite: MUSC 124 or MUSC 125; **6.32 MUSC 130 Women's Choir** course update; **6.33/6.34 MUSC 136 College Symphonic Band** course update and prerequisite: Appropriate level of performance ability demonstrated by audition; **6.35/6.36 MUSC 147 Instrumental Ensemble** course update and title change, prerequisite: Appropriate level of musical performance skill as demonstrated by audition; **6.37/6.38 MUSC 204 Intermediate Musicianship I** course update, title change and prerequisite: MUSC 105 and co-requisite: MUSC 202; **6.39/6.40 MUSC 205 Intermediate Musicianship II** course update, title change and prerequisite: MUSC 204 and co-requisite: MUSC 203; **6.41/6.42 MUSC 220A Applied Music Studies III (formerly MUSC 120C)** course update, number/title change and prerequisite: MUSC 120B.

It was MSC (Fields/Delong, 8-0) to bundle items 6.43 through 6.54.

**6.43-**

**6.54**     It was MSC (Huiner/James, 8-0) to approve course revisions for items 6.43-6.54; it was MSC (Huiner/Golder, 8-0) to approve prerequisites for items 6.43-6.54; it was MSC (Huiner/Golder, 8-0) to approve distance education as a method of instruction for items 6.43-6.54 as follows: **6.43/6.44/6.45 PAL 201 Fundamentals of Litigation for Paralegals (formerly POLS 131)** course update, number change; prerequisite: POLS 136; distance education as MOI; **6.46/6.47/6.48 PAL 202 Family Law (formerly POLS 134)** course update, number change; prerequisite: PAL 201; distance education as MOI; **6.49/6.50/6.51 PAL 203 Tort Law for Paralegals (formerly POLS 135)** course update, number change; prerequisite: PAL 201; distance education as MOI; **6.52/6.53/6.54 PAL 204 Wills and Trusts for Paralegals (formerly POLS 139)** course update, number change; prerequisite: PAL 201; distance education as MOI.

**6.55**     **POLS 102H Honors American Government and Politics**

It was MSC (Fields/Delong, 8-0) to approve as corrected ENGL 101.0 minimum grade B or ENGL 101H as a prerequisite for POLS 102H.

**6.56**     **TA 166A Introduction to Ballet Dance IA**

It was MSC (Fields/McCracken, 8-0) to approve the course update and number/title change from TA 166 for TA 166A Introduction to Ballet Dance IA.

**6.57**     **TA 166B Building Ballet Basics IB**

It was MSC (Jones/Ramming, 8-0) to approve TA 166B Building Ballet Basics IB as a new course.

**6.58**     **TA 166C Ballet Fundamentals IC**

It was MSC (James/Golder, 8-0) to approve TA 166C Ballet Fundamentals IC as a new course.

**6.59**     **TA 167A Introduction to Intermediate Ballet IIA**

It was MSC (Jones/James, 8-0) to approve the course update and number/title change from TA 167 for TA 167A Introduction to Intermediate Ballet IIA.

**6.60 TA 167B Intermediate Ballet Dance IIB**

It was MSC (Golder/Huiner, 8-0) to approve TA 167B Intermediate Ballet Dance IIB as a new course.

**6.61 TA 167C Intermediate Ballet IIC**

It was MSC (Fields/McCracken, 8-0) to approve TA 167C Intermediate Ballet IIC as a new course.

**COURSE DEACTIVATION**

It was MSC (Fields/Jones, 8-0) to bundle items 6.62 through 6.68.

**6.62-**

**6.68**

It was MSC (DeLong/James, 8-0) to approve the deactivation of items 6.62 through 6.68 as follows: **6.62 BRE 51 Mortgage Loan Brokering and Lending; 6.63 BRE 54 Principles of Mortgage Origination; 6.64 BRE 55 Principles and Practices of Mortgage Processing; 6.65 BRE 56 Introduction to Financial Planning; 6.66 CIDG 230 Civil Engineering using Land Desktop I; 6.67 CIDG 231 Civil Engineering using Land Desktop II; 6.68 PED 266 Ballet III.**

**PROGRAMS/CERTIFICATES**

**6.69 AS Degree Child Development**

It was MSC (McCracken/James, 8-0) to approve as corrected the revision for the Child Development Associate in Science Degree.

**6.70 Paramedic Certificate**

It was MSC (Jones/Huiner, 8-0) to approve the Paramedic Certificate update changing the units from 39.5 to 40.5.

**7. INFORMATION/DISCUSSION**

It was clarified that all non-credit courses are exempt from the repeatability guidelines recently published by the Chancellor's office.

**8. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS**

**9. ADJOURNMENT**

The meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Debra Blanchard  
Chairperson