

**MINUTES
VICTOR VALLEY COLLEGE**

OCTOBER 12, 2017 2:45 PM

1.0 CALL TO ORDER

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

MEMBERS PRESENT: Debra Blanchard, Chair, Scott Jones, Pamela James, Patty Golder, Sandy Visser, Jackie Stahlke, Richard Cerreto, Jeannine Speakman, Gregory Jones,

MEMBERS ABSENT: Leslie Huiner and Lisa Harvey

GUESTS: Reba Pugliese and Melina Rodriguez

2.0 ANNOUNCEMENT OF ADDITIONS/DELETIONS/CORRECTIONS TO AGENDA

CORRECTION:

Item 6.8 - Should be 89.6 instead of 89.5

Item 6.9 – Should be 89.6 Instead of 89.5

Item 6.12 – Should be 90 instead of 89.5, title should be Introduction to Automotive Fabrication instead of Electric Vehicle and Alternative Propulsion

Additions:

8.2 Certificate updates requiring course updates per chancellor's office

8.3 Melanie update

8.4 New additions to cover page – assign to major

3.0 ANNOUNCEMENT COURSE DEVELOPERS MAY COMMENT OR EXPLAIN AGENDA ITEMS.

4.0 MINUTES:

4.1 Minutes from September 28, 2017

It was MSC (P. Golder/R. Cerreto, 8-0) to approve the minutes from September 28, 2017.

5.0 CONSENT AGENDA:

None

6.0 ACTION ITEM

COURSES:

6.1 ATHL 124P Preparation for Intercollegiate Football

It was MSC (S. Jones/J. Speakman, 8-0) to approve ATHL 124P Preparation for Intercollegiate Football for course updated, unit change, grading change, slo update, instructional objectives, method of instruction, textbook update

6.2 ATHL 124P Preparation for Intercollegiate Football

It was MSC (Jones/J. Stahlke, 8-0) to approve recommended preparation of Varsity High School or club level participation

6.3 AUTO 89.5 Electric Vehicle and Alternative Propulsion

It was MSC (S. Visser/P. James, 8-0) to approve AUTO 89.5 Electric Vehicle and Alternative Propulsion as a new course.

6.4 AUTO 89.5 Electric Vehicle and Alternative Propulsion

It was MSC (R. Cerreto/, P. Golder, 8-0) to approve as corrected prerequisite: AUTO 89.3 for AUTO 89.5

Discussion: Removed the “or” after all the recommended preparations and after the prerequisite

6.5 AUTO 89.5 Electric Vehicle and Alternative Propulsion

It was MSC (J. Stahlke/R. Cerreto 8-0) to approve as corrected the recommended preparations of AUTO 79, AUTO 80, AUTO 80.6, AUTO 80A or AUTO 82

6.6 AUTO 89.6 Advanced Hybrid, Electric Vehicle and Alternative Propulsion Technology

It was MSC (S. Jones/S. Visser, 8-0) to approve AUTO 89.6 as a new course

Discussion: Limited maximum course enrollment to 25 because the laboratory courses must have to have an Instructional Assistant (IA) to go over 25 and the IA is not always available in the evenings.

6.7 AUTO 89.6 Advanced Hybrid, Electric Vehicle and Alternative Propulsion Technology

It was MSC (G. Jones/J. Speakman, 8-0) to approve the prerequisite of AUTO 89.3 for AUTO 89.6

6.8 AUTO 89.6 Advanced Hybrid, Electric Vehicle and Alternative Propulsion Technology

It was MSC (R. Cerreto/P. James, 8-0) to approve the prerequisite of AUTO 89.4 for AUTO 89.6

6.9 AUTO 89.6 Advanced Hybrid, Electric Vehicle and Alternative Propulsion Technology

It was MSC (S. Jones/J. Stahlke, 8-0) to approve the prerequisite of AUTO 89.5 for AUTO 89.6

6.10 AUTO 90 Introduction to Automotive Fabrication

It was MSC (S. Jones/S. Visser, 8-0) to approve as corrected as a new course

Discussion: Maximum class size was listed as pedagogical issues but nothing was attached verifying this statement. Verifying reason needs to be included so we are setting a good standard for all faculty. Pam James asked if there is a way we could table this so Lee Bennett could come in and talk to us about why the class maximum. Chair suggested Sandy and Scott to go back and ask Keith Shaner to upload the proof as to reason to the max class size. We can ask for more information after we approve the course just to solidify the approval.

Misspelling of environment under lab content was identified and corrected, under hand held tools both capital and lowercase was identified and corrected to all capitals, under text book misspelling of manual was identified and corrected.

6.11 AUTO 90 Introduction to Automotive Fabrication

It was MSC (R. Cerreto/J. Stahlke, 8-0) to approve the prerequisite of WELD 58A for AUTO 90

Discussion: Two faculty should approve prerequisite. Area representatives should remind faculty to list two, however, we do know that the department chair agreed by approving in CurricUNET approval process. Wording corrections – Measuring SLO’s “demonstrating competence” was discussed and changed to represent the skill instead of competence.

6.12 AUTO 90 Introduction to Automotive Fabrication

It was MSC (/, 8-0) to approve the prerequisite of WELD 50 for AUTO 90

- 6.13** Discussion: Corrected Auto 50A to Auto 50
CIS 190 INTRODUCTION TO THE UNIX OPERATING SYSTEM
It was MSC (R. Cerreto/S. Visser,8-0) to approve the course update: course number change, textbook update, instructional objectives, assignment updates
- 6.14** **MATH 228 Analytic Geometry and Calculus III**
It was MSC (G. Jones/P. Golder, 8-0) to approve the course update: title change, prerequisites validated, instructional objective, assignment, textbook updates

TABLED COURSES:

- 6.15** **ESL 43A Low Advanced Reading and Vocabulary I**
It was MSC R. Cerreto (R. Cerreto/J. Stahlke, 7-1) to delete the (proposal) course update: change course number and title, description change, instructional objectives, student learning outcomes, course content, assignments and textbook update. Deleting the proposal for failure to respond to the requested information from the curriculum committee
Discussion:
Maria Ruiz showed up at 3:40 arriving just after the vote to delete the proposal.

Need to increase the content, slos and objectives to correspond with increased units

Proposal was disapproved at the instruction office level and then a request for change at the curriculum chair level was made so that Maria Ruiz could enter the proposal and make requested changes.

(MSC P. Golder/R. Cerreto to table.
Changes need to be done by next curriculum committee meeting (10-28-17) and will be deleted if not finished (8/0) to table
- 6.16** **ESL 43A Low Advanced Reading and Vocabulary I**
It was MSC (R. Cerreto/J. Stahlke, 7-0) to table prerequisite: Qualifying placement scores of equivalent coursework due to the course. This proposal remains tabled until course is approved.
- 6.17** **ESL 43A Low Advanced Reading and Vocabulary I**
It was MSC (/, 7-0) to table distance education as a method of instruction (table because the rest of them have) This proposal remains tables until course is approved.

7.0 PROGRAMS/CERTIFICATES

None.

TABLED PROGRAMS/CERTIFICATES

None

8.0 INFORMATION/DISCUSSION:

- 8.1** **Certificates under 18 units and chancellor approval**
Chair would like committee to support her recommendation to the Academic Senate to require chancellor approval for all certificates at 16 units and higher instead of 18 units and higher. This will allow for financial aid students and veterans to collect benefits on 16 and 17-unit certificates.

Currently only 18 units and higher are chancellor approved. Chair noted that the chancellor's office will approve 12 units and higher but it was confirmed that benefits can only be collected for 16 and higher. Lengthy discussion was held regarding this issue. Committee supports the change to 16 and some of the committee would like to have 12 units considered in the future.

8.2 Certificate updates requiring course updates

Chancellor's office is requiring courses on certificates that are being updated or submitted to be current. They are not going to approve the certificates unless the courses have been updated in the last two years. Prerequisites need to be updated and validated every two years.

8.3 Melanie Jones – is out for a week to two weeks.

8.4 New addition to cover page

Pam James – Chair input our majors into CurricUNET but there was no check box to indicate if these classes are supposed to be in the major.

Chair added to course purpose on cover page "Assign to major if not in an ADT degree"

9.0 PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS:

None

10.0 ADJOURNMENT

The meeting was adjourned at 4:32 p.m.

Respectfully submitted,
Debra Blanchard
Chair