

**ADOPTED**  
**MINUTES**  
**VICTOR VALLEY COLLEGE**

**OCTOBER 22, 2015**

**2:45PM**

**1. CALL TO ORDER**

The meeting was called to order at 2:48 p.m. by Debra Blanchard, Chairperson.

**MEMBERS PRESENT:** Debra Blanchard, Chairperson, Richard Cerreto, Patty Golder, Lisa Harvey, Leslie Huiner, Pamela James, Greg Jones, Scott Jones, Christa White

**MEMBERS ABSENT:** Jackie Stahlke

**GUESTS:** Neville Slade, Rolando Regino, Patricia Ellerson, Malia Carpenter

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

Debra Blanchard, Chairperson, added a discussion item of Prerequisite Implementation as Item 7.3. This item was discussed following Item 5, Consent Agenda, so that Dr. Regino, Dean of Instruction, could be present. In the discussion it was noted that prerequisites must be printed in the catalog or in an addendum before they can be enforced. The committee recommends to Dr. Regino that the deadline for catalog changes be extended to May 1<sup>st</sup>, so that the catalog will contain more up-to-date curriculum information. The committee also recommends that an addendum be printed, possibly one for each Spring and Fall term. Dr. Regino will take this recommendation back to the Catalog Committee for their review.

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

**4. MINUTES:**

It was MSC (R. Cerreto/C. White, 8-0) to approve as presented the minutes of October 8, 2015.

**5. CONSENT AGENDA: None**

**6. ACTION ITEMS**  
**COURSES**

**6.1 ACOM 35K Mathematics Tutoring**

It was MSC (P. James/L. Huiner, 8-0) to approve the course update for ACOM 35K Mathematics Tutoring.

**6.2 AENG 1 Citizenship Preparation Level 1**

It was MSC (P. Golder/L. Harvey, 8-0) to approve the course update for AENG 1 Citizenship Preparation Level 1.

**6.3 AGNR 152 Irrigation and Water Management**

It was MSC (R. Cerreto/G. Jones, 8-0) to approve the course update for Irrigation and Water Management.

**6.4 AGNR 152 Irrigation and Water Management**

It was MSC (L. Huiner/G. Jones, 8-0) to approve distance education as a method of instruction for AGNR 152 Irrigation and Water Management.

**6.5 AUTO 80-F Ford Diagnostic and Repair Strategies**

It was MSC (L. Harvey/S. Jones, 8-0) to approve AUTO 80-F Ford Diagnostic and Repair Strategies as a new course.

- 6.6 BADM 116 Human Relations in Business**  
It was MSC (R. Cerreto/C. White, 8-0) to approve the course update for BADM 116 Human Relations in Business.
- 6.7 BADM 116 Human Relations in Business**  
It was MSC (S. Jones/G. Jones, 8-0) to approve distance education as a method of instruction for BADM 116 Human Relations in Business.
- 6.8 CIDG 103 Blueprint Reading for Construction**  
It was MSC (L. Harvey/P. James, 8-0) to approve the course update for CIDG 103 Blueprint Reading for Construction.
- 6.9 CIDG 103 Blueprint Reading for Construction**  
It was MSC (P. James/P. Golder, 8-0) to approve distance education as a method of instruction for CIDG 103 Blueprint Reading for Construction.
- 6.10 CIDG 110 2-D Autocad**  
It was MSC (R. Cerreto/L. Harvey, 8-0) to approve the course update for CIDG 110 2-D Autocad.
- 6.11 CIDG 120 3-D CADD Using Inventor**  
It was MSC (R. Cerreto/L. Harvey, 8-0) to approve the course update for CIDG 120 3-D CADD Using Inventor.
- 6.12 FIRE 53A Fire Apparatus Driver/Operator 1A: Emergency Vehicle Operations**  
It was MSC (S. Jones/C. White, 8-0) to approve the course update for FIRE 53A Fire Apparatus Driver/Operator 1A: Emergency Vehicle Operations.
- 6.13 FIRE 53A Fire Apparatus Driver/Operator 1A: Emergency Vehicle Operations**  
It was MSC (S. Jones/G. Jones, 8-0) to approve distance education as a method of instruction for FIRE 53A Fire Apparatus Driver/Operator 1A: Emergency Vehicle Operations.
- 6.14 GUID 56 Self Esteem**  
It was MSC (P. Golder/L. Harvey, 8-0) to approve the textbook only revision for GUID 56 Self Esteem.
- 6.15 GUID 100 Career and Life Planning**  
It was MSC (L. Huiner/L. Harvey, 8-0) to approve the textbook only revision for GUID 100 Career and Life Planning.
- 6.16 PHIL 101 Introduction to Philosophy**  
It was MSC (P. Golder/R. Cerreto, 8-0) to approve the course update for PHIL 101 Introduction to Philosophy.
- 6.17 PHIL 101 Introduction to Philosophy**  
It was MSC (R. Cerreto/P. Golder, 8-0) to approve the recommended preparation of ENGL 50 or eligibility for ENGL 101.0, for PHIL 101 Introduction to Philosophy.
- 6.18 PHIL 101 Introduction to Philosophy**  
It was MSC (P. Golder/R. Cerreto, 8-0) to approve distance education as a method of instruction for PHIL 101 Introduction to Philosophy.
- 6.19 PHIL 114 Political Philosophy**  
It was MSC (P. Golder/P. James, 8-0) to approve the course update for PHIL 114 Political Philosophy.
- 6.20 PHIL 114 Political Philosophy**  
It was MSC (P. James/C. White, 8-0) to approve the recommended preparation of ENGL 101.0 for PHIL 114 Political Philosophy.

- 6.21 PHIL 114 Political Philosophy**  
It was MSC (P. Golder/R. Cerreto, 8-0) to approve distance education as a method of instruction for PHIL 114 Political Philosophy.
- 6.22 PHIL 117 Philosophy of Religion**  
It was MSC (P. Golder/R. Cerreto, 8-0) to approve the course update for PHIL 117 Philosophy of Religion.
- 6.23 PHIL 117 Philosophy of Religion**  
It was MSC (G. Jones/P. Golder, 8-0) to approve the recommended preparation of ENGL 50 or eligibility for ENGL 101.0, for PHIL 117 Philosophy of Religion.
- 6.24 PHIL 117 Philosophy of Religion**  
It was MSC (R. Cerreto/P. Golder, 8-0) to approve distance education as a method of instruction for PHIL 117 Philosophy of Religion.
- 6.25 POLS 138 Cooperative Education Political Science**  
It was MSC (R. Cerreto/L. Harvey, 8-0) to approve the course update for POLS 138 Cooperative Education Political Science.
- 6.26 RLST 117 Philosophy of Religion**  
It was MSC (C. White/L. Huiner, 8-0) to approve the course update for RLST 117 Philosophy of Religion.
- 6.27 RLST 117 Philosophy of Religion**  
It was MSC (P. Golder/S. Jones, 8-0) to approve the recommended preparation of ENGL 50 or eligibility for ENGL 101.0, for RLST 117 Philosophy of Religion.
- 6.28 RLST 117 Philosophy of Religion**  
It was MSC (R. Cerreto/P. Golder, 8-0) to approve distance education as a method of instruction for RLST 117 Philosophy of Religion.

## **7. INFORMATION/DISCUSSION**

### **7.1 Discussion of the certificate submission and approval process**

Scott Jones shared a video that is available on CurricUNET to assist faculty in submitting their degree and certificate proposals. He also provided a walkthrough of the various fields that need to be completed in CurricUNET when submitting a degree and/or certificate proposal. Patty Golder asked if non-credit certificates can be offered. The committee advised that non-credit certificates can be offered as Certificates of Career Preparation. Patty Golder also asked if non-credit courses can be combined with credit courses as part of a certificate. Debby Blanchard answered that credit and non-credit courses can be combined, but only if the certificate is less than 18 units.

**7.2** The Curriculum Committee meeting scheduled for October 29, 2015 has been cancelled.

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

## **9. ADJOURNMENT**

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

Respectfully submitted,

Debra Blanchard  
Chairperson