



Curriculum Committee

AGENDA

May 1, 2018

12:30 pm

Berger Faculty Innovation Center

Members (13): D. Greene (Chair); G. Brown (Business & Applied Technology), S. Cooper (General Counseling), C. Doussett (Kinesiology/ECE), L. Emerson (Social Sciences), J. Fernald (Library & Learning Resources), S. Gaete (Nursing & Health Sciences), A. Garcia (Adjunct), R. Guinn (Science), L. Jackson (Arts & Media), J. Learned (Math & Computer Science), V. Rossi Dean (Communication & Humanities), K. Brooks (Student Services/Special Programs)

Ex-Officio (non-voting): M. Jasso (Articulation Officer), P. Ralston (VP Student Learning), J. Ramont (Student Representative)

Staff: J. Magbuhat (Curriculum & Catalog Specialist), A. Simmons (Curriculum & Catalog Specialist), C. Contopoulos (Recorder)

- 1. Call to Order and Presence of a Quorum**
- 2. Public Comments**
- 3. Approval of Agenda**
- 4. Approval of April 3, 2018 Minutes**
- 5. Action – Majority 7**

I. CONSENT:

A. *Course Modifications*

(Changes which do not affect statutory or regulatory curriculum standards: minor, non-substantive changes in catalog description, objectives, SLOs, assignments, or content; changes in the text and/or instructional materials; change in course title)

- | | | |
|-----|-----------|--|
| 1) | ACT-022 | Concrete and Formwork |
| 2) | ACT-023 | Framing Carpentry |
| 3) | ACT-025 | Thermal and Moisture Protection |
| 4) | ACT-026 | Drywall Installation and Finish |
| 5) | ACT-027 | Exterior Finish |
| 6) | ACT-028 | Finish Carpentry |
| 7) | ACT-029 | Masonry Fundamentals |
| 8) | ACT-030 | Plumbing Fundamentals |
| 9) | ACT-031 | Electrical Fundamentals |
| 10) | ARCH-003A | Architectural Practice I |
| 11) | ARCH-003B | Architectural Practice II |
| 12) | ARCH-005A | Introduction to Drawing & Perspective |
| 13) | ARCH-005B | Architectural Delineation |
| 14) | ARCH-009 | Architectural Design Fundamentals II |
| 15) | ARCH-010 | Environmental Control Systems |
| 16) | ARCH-017 | Architectural Design Fundamentals III |
| 17) | DRA-002 | AutoCAD |
| 18) | ENG-002 | Argumentative Writing & Critical Thinking through Literature |
| 19) | ENG-022 | Intro to African American Literature |
| 20) | ENG-026 | Lesbian/Gay/Bisexual/Transgender/Queer Literature |

- 21) ENG-031 The Bible As Literature: Old Testament
 22) ENG-032 The Bible As Literature: New Testament
 23) ENG-035 Myth and Legend
Periodic review: Update textbook, content, objectives, SLOs, methods of evaluation, English advisory
- 24) ESL-052 Pronunciation
 25) ESL-053 Speech Pronunciation & Listening
 26) ESL-070 ESL/Academic English I
 27) ESL-070A Grammar & Editing
 28) ESL-071 ESL/Academic English II
 29) ESL-071A Advanced Grammar & Editing
 30) ESL-352 Pronunciation
 31) ESL-353 Speech Pronunciation & Listening
 32) ESL-370 ESL/Academic English I
 33) ESL-370A Grammar & Editing
 34) ESL-371 ESL/Academic English II
 35) ESL-371A Advanced Grammar & Editing
Minor modifications to some SLOs, objectives, PLOs and IOs to meet the current standards as set by the Outcomes and Assessment Committee.
- 36) PS-002 Introduction to Comparative Governments
 37) PS-004 Introduction to International Relations
 38) PSY-029 Abnormal Psychology
Update SLOs and textbook.

C. New Courses and Programs and/or Substantive Changes to Courses and Programs/2nd Reading

A. New Courses:

1. **EMT-094** Emergency Medical Technician Enhanced Skills
Discipline: Emergency Medical Technologies
2. **RTV-014** On Camera Acting & Voice Over
3. **RTV-015** Documentary Film Making
Discipline: Media Production (also Broadcasting Technology), and Film Studies
Name of Approved Programs: Advanced Film Production Certificate of Achievement (elective course)

B. Course Modifications:

- 1) ECON-001 Principles of Macroeconomics
- 2) ECON-002 Principles of Macroeconomics
Change prerequisite from ENG -070 to ENG-061
- 3) EDUC-001 Introduction to Elementary Classroom Teaching
Add ECE-010 as a prerequisite.
- 4) EMT-084 Emergency Medical Technician I
Modify content per Title 22 update guidelines. Change advisory from ENG -070 to ENG-061, add co-requisite EMT-094. Update course content, objectives, SLOs, assignments, add materials fees.
- 5) MUS-001 Music Theory I
Add distance education modality
- 6) RTV-007A Intermediate Radio Production
- 7) RTV-007B Advanced Radio Production
Lecture and Lab hours changed (from: Lec-18 + Lab-108 to: Lec-36 and Lab-54) to match the RTV-007

C. New Program:

1. **ADVANCED FILM PRODUCTION CERTIFICATE OF ACHIEVEMENT**
 Digital film and video technology has transformed filmmaking, making it possible to produce independent movies and video projects without huge budgets, expensive cameras or large crews. This development allows many different organizations today to use film and video as part of their work. Whether the goal is to fulfill a personal artistic vision,

market a product or advance a cause, the fundamental need to tell a story remains paramount, and film is a powerful means to do it. In this six course certificate program, students receive direct, hands-on experience creating visual stories that are intelligent, emotional, compelling, succinct and informative. The program covers the primary aspects of film production, including scripting, camera, sound, directing, editing and broadcasting. The Advanced Certificate builds on the foundation offered by the Basic Certificate to provide a platform from which to launch further study of film production as well as necessary industry skills, processes and practices to work on a film crew, produce an independent film, create and run a small film/video business and monetize video in the many social media outlets available today. This certificate also gives students crucial communication and storytelling tools they may apply in almost any area of study where film and video are utilized today. Students emerge with short films and other film project materials for their personal or professional portfolio.

Required Courses (13 units)

RTV 013	Cinematography	3
RTV 012	Film Production III: Capstone	3
DDP 020	New Media I	3
TA 010	Introduction to Design & Production	3
RTV 095A	Radio-Television Work Experience	1

Elective Courses: Select 9 units from the following:

BUMA 028	Small Business/Entrepreneurship	3
DDP 021	New Media II	3
MC 006	Introduction to Social Media	3
MUS 078A	Digital Audio I	3
RTV 014	On Camera Acting & Voice Over	3
RTV 015	Documentary Filmmaking	3
RTV 095A	Radio-Television Work Experience	1-3

CERTIFICATE TOTAL22

D. Program Modifications:

1. CONSTRUCTION MANAGEMENT CERTIFICATE OF ACHIEVEMENT

Required Courses

ARCH 001	Introduction to Architectural Professions	3
ARCH 002	Materials of Construction	4
ARCH 003A	Architectural Practice I	3
ARCH 011	Architectural Blueprint Reading	3
BIT 001 <u>010</u>	California Building Codes	3 4
BIT 026	Building II & Fire Codes	3
CM 001	Introduction to Construction Management.....	3
CM 002	Intro to Urban Planning	3
DRA 002	AutoCAD	4

CERTIFICATE TOTAL~~28~~ **29**

2. CONSTRUCTION MANAGEMENT AS DEGREE (employment preparation)

Required Courses

ARCH 001	Introduction to Architectural Professions	3
ARCH 002	Materials of Construction	4
ARCH 003A	Architectural Practice I	3
ARCH 011	Architectural Blueprint Reading	3
BIT 001 <u>010</u>	California Building Codes	3 4
BIT 026	Building II & Fire Codes	3
CM 001	Introduction to Construction Management.....	3
CM 002	Intro to Urban Planning	3
DRA 002	AutoCAD	4

Electives - Select ~~12~~ 11 units from the following:

ARCH 003B	Architectural Practice II (3)
BIT 002 <u>020</u>	Building & California Mechanical Codes (2)
BIT 003 <u>030</u>	Building & California Plumbing Codes (2)
BIT 004 <u>040</u>	Building & California Electrical Codes (2)
CM 003	Site & Terrain Analysis (3)
CM-004	Construction Law Survey (3)
CM 005	Construction Planning (3)

Required Subtotal	28	29
Elective Subtotal	12	11
COD General Education Pattern		18
Kinesiology Activities.....		2
DEGREE TOTAL		60

3. CONSTRUCTION MANAGEMENT AS DEGREE (transfer preparation)

Required Courses		
ARCH 001	Introduction to Architectural Professions	3
ARCH 002	Materials of Construction	4
ARCH 003A	Architectural Practice I	3
ARCH 005A	Introduction to Drawing & Perspective	3
BIT 001 <u>BIT 010</u>	California Building Codes	3 4
BIT 026	Building II & Fire Codes.....	3
CM 001	Introduction to Construction Management.....	3
CM 002	Intro to Urban Planning	3
DRA 002	AutoCAD	4
Required Subtotal	28	29
CSU General Education or IGETC Pattern ¹		37-39
Kinesiology Activities.....		2
DEGREE TOTAL	67-69	68-70

4. GENERAL DRAFTING AS DEGREE

Required Courses		
DRA 001	Technical Drafting I	3
DRA 002	AutoCAD	4
DRA 010	CAD Drafting/Design Project.....	2
DRA 011	Intro to Sketchup & Revit	3
ARCH 001	Introduction to Architectural Professions	3
ARCH 002	Materials of Construction	4
ARCH 003A	Architectural Practice I	3
ARCH 003B	Architectural Practice II	3
ARCH 005A	Introduction to Drawing & Perspective	3
ARCH 005B	Architectural Delineation.....	3
ARCH 011	Architectural Blueprint Reading	3
BIT 001 <u>BIT 010</u>	California Building Codes	3 4
DRA 002	Computer Graphics IA.....	3
Required Subtotal	40	41
COD General Education Pattern		18
Kinesiology Activities.....		2
DEGREE TOTAL	60	61

II. ITEMS PULLED FROM CONSENT AGENDA (if need be)

III. CURRICULUM COMMITTEE POLICIES AND PROCEDURES HANDBOOK – Approval

6. Information/Discussion

6.1 Completed Goals for 17/18:

- Implemented Curriculum Training for all Reps and Tech Review Committee
- Streamlined Technical Review as an online process with face-to-face meetings available 2x a month for faculty with Curriculum Chair
- Passed AP 4022 and has been approved by the board
- Implemented a 1st and 2nd reading for all new and substantially modified curriculum proposals to allow for more thorough review

- Updated and posted on the Portal a digital Curriculum Handbook, instituted a yearly update to ensure compliance with Title 5 and ACCJC guidelines.
- Worked on the new Program Development Policies and Procedures with Ed Policies and Outcomes and Assessment Committee, has been passed along to the VPI for vetting with CPC and Executive Cabinet.
- Worked on Course Leaf Inventory System, CIM. A task force has been working on creating and customizing the forms. Began the migration from CurricuNET
- **493** Courses reviewed and approved (19 new credit, 23 new noncredit)
- **45** Programs reviewed and approved (21 new programs: 17 approved, 4 for approval by CO)
- **4** New ADTs (33 total ADTs)

6.2 **Goals for 18/19:**

- Training for all faculty and staff on CIM. Full implementation of CIM for Fall of 18.
- Hold periodic training for all faculty on elements of the COR and updates from the state.
- Update Curriculum Handbook
- Train all Reps and Technical Review Committee
- Institutionalize Technical Review Committee as a sub-committee of Curriculum in the bylaws.
- Complete Program Development Policy and Procedure and pass to the AFS and Board.
- Create tracking method for department faculty to complete course reviews

6.3 AB 705 – English and Math Sequences and Placement Timeline

6.4 Process for Adoption of Resolutions

7. **Good of the Order**

8. **Adjournment**