



Curriculum Committee

Agenda for November 1, 2016

12:30pm

Berger Faculty Innovation Center

Members (13): Donna Greene (Chair), Mike Gladych, Lisa Soccio, Scott Ventura, Maria Elena Diaz, Elise King, Sarah Gaete, Wendy Ansley, Jon Fernald, Dan Kleinfelter, Alexa Sawa, Sara Butler, Adam Uhlhorn;

Ex-officio non-voting: Maria Jasso (Articulation Officer), Pamela Ralston (VP Student Learning), Scott Relerford (Student rep)

Staff: Jojie Magbuhat (Curriculum & Catalog Specialist), Erin Robertson (Curriculum & Catalog Specialist)

Recorder: Cheryl Contopulos

Quorum: [7]

1. Call to Order/Roll Call

2. Action Items

2.1 Approval of Agenda

2.2 Approval of October 20, 2016 Minutes

2.3 Consent Agenda

2.3.1 COURSE DEACTIVATION:

- 1) ART-007C Advanced Ceramics
- 2) ART-011C Advanced Sculpture
- 3) ART-023A Beginning Oil Painting
- 4) ART-023B Intermediate Oil Painting
- 5) DANC-050 Theatre Dance
- 6) RE-010A Recreation Field Work I
- 7) RE-010B Recreation Field Work II
- 8) RE-010C Recreation Field Work III

2.3.2 COURSE MODIFICATION:

- 1) A-001L Descriptive Astronomy Lab
- 2) ENG-018 Poetry CSI
- 3) MATH-011 Math Concepts for Elementary School Teachers – Number System
- 4) MC-001 Introduction to Mass Media
Textbook update.
- 5) ACR-064 Air Conditioning & Refrigeration Electricity I
- 6) ACR-065 Air Conditioning & Refrigeration Electricity II
- 7) ACR-076 Facilities Maintenance – Chillers
- 8) ACR-078 Safe Refrigerant Handling & Management
- 9) ACR-080 Gas Heating

10) ACR-083	All Weather Heating & Cooling Systems
11) ART-020B	Intermediate Ceramic Sculpture
12) ART-031B	Digital Photography
13) BUAC-066	Fundamentals Of Bookkeeping
14) CIS-006	Business Research
15) CIS-010	Computer Literacy
16) CIS-012	Professional Office Procedures
17) CIS-085C	Dynamic Website Design
18) CIS-086	Visual Basic Programming
19) DANC-070	Dance, Modern
20) DANC-073	Dance, Jazz
21) DANC-075	Dance, Tap
22) ECE-001	Principles and Practices Of Teaching
23) ECE-010	Child Growth & Development
24) ECE-016A	Parenting Infants and Toddlers
25) ECE-016B	Parenting The Preschool Child
26) ECE-016C	Parenting The Young Child
27) ECE-019	Children's Language & Literature
28) ECE-020	Infant/Toddler Growth & Development
29) ECE-021	Infant/Toddler Curriculum
30) ECE-023	The Mentor Teacher/Adult Supervision
31) ECE-024	Admin. Of Programs For Young Children
32) ECE-025	Adv. Administrative/Programs Young Chil
33) ECE-027	English Language Learners in ECE
34) ECE-030	Creativity in Young Children
35) ECE-034	Social Cognition & the Developing Brain
36) ECE-045	Teaching in a Diverse Society
37) ECE-046B	Observation and Assessment
38) ECE-047A	Practicum in Early Childhood Education
39) ESL-052	Pronunciation
40) ESL-071	ESL/Academic English II
41) ESL-071A	Advanced Grammar and Editing
42) HSAD-001	Introduction to Alcohol/Drug Studies
43) HSAD-020	Biomedical Pharmacology
44) HSAD-024	Law and Ethics: Community Resources
45) HSAD-032A	Supervised Practicum I
46) HSAD-032B	Supervised Practicum II
47) HSAD-034	Dual Diagnosis
48) MATH-009	Business Calculus
49) MATH-015	Discrete Mathematics for Computers
50) MUS-078A	Digital Audio I
51) MUS-078B	Digital Audio II
52) MUS-078C	Digital Audio III

PERIODIC REVIEW: *Update texts, content, SLOs, assignments, methods of instruction, methods of evaluation*

2.4 Course Modifications

1)	BIT-001	California Building Codes	08/02/2016
		<i>Change class size max from 36 to 28 to address the increased technical requirements of the courses due to changes in codes. Change Units from: 3 (3 lec + 0 lab) to: 4 (4 lec + 0 lab), Contact Hours from: 54-(54 lec + 0 lab) to: 72 (72 lec + 0 lab).</i>	
2)	BIT-002	California Mechanical Codes	08/02/2016
3)	BIT-003	California Plumbing Codes	08/02/2016
4)	BIT-004	California Electrical Codes	08/02/2016

Change class size max from 36 to 28 to address the increased technical requirements of the courses due to changes in codes. Change Units **from:** 3 (3 lec + 0 lab) **to:** 2 (2 lec + 0 lab), Contact Hours **from:** 54 (54 lec + 0 lab) **to:** 36 (36 lec + 0 lab).

- 5) KINE-047 Body Sculpt & Tone **09/08/2016**
Change class size max from 45 to 35 for pedagogical safety and supervision of students.
- 6) MUS-027 Jazz Band **09/16/2016**
Change class size max from 30 to 20 to meet the professional standard for this type of group.
- 7) MUS-028 Jazz Ensembles **09/16/2016**
Change class size max from 30 to 20 because it would be impossible for the instructor to adequately supervise instruction of more than three combos.
- 8) CH-005 Bio-organic Chemistry **10/01/2016**
Add CH-003 as an alternate prerequisite to CH-004, update textbooks
- 9) DDP-030 Introduction to Applied Digital Photography **10/01/2016**
Align outcomes to allow for ART-031 to be cross-listed.
- 10) ESL-070 ESL/Academic English I **10/09/2016**
Remove ESL-069 as a prerequisite.
- 11) ESL-070A Grammar and Editing **10/09/2016**
Remove ESL-069A as a prerequisite.
- 12) ART-001B Intermediate Drawing & Composition **10/10/2016**
- 13) ART-005A Beginning Figure Drawing **10/10/2016**
- 14) ART-005B Intermediate Figure Drawing **10/10/2016**
- 15) ART-006A Intermediate Design & Color **10/10/2016**
Change class size max from 25 to 18 due to facility's space limitations.
- 16) ART-009B Intermediate Printmaking **10/10/2016**
- 17) ART-014B Intermediate Screen Printing **10/10/2016**
Change class size max from 25 to 15 due to facility's space limitations. Course is now a stand-alone course.
- 18) ART-011B Intermediate Sculpture **10/10/2016**
Change class size max from 25 to 20 due to facility's space limitations. Course is now a stand-alone course.
- 19) ART-021B Intermediate Watercolor Painting **10/10/2016**
- 20) ART-025B Intermediate Acrylic Painting **10/10/2016**
Change class size max from 25 to 18 due to facility's space limitations. Course is now a stand-alone course.
- 21) CH-001A General Chemistry I **10/13/2016**
Change prerequisite from MATH-012 to MATH-040.
- 22) CIS-082C Website Design **10/15/2016**
PERIODIC REVIEW: Change title **from:** Web Publishing **to:** Website Design
- 23) CIS-085C Dynamic Website Design **10/15/2016**
PERIODIC REVIEW: Change title **from:** Web Programming **to:** Dynamic Website Design
- 24) HSAD-033A Supervised Internship I **10/17/2016**
- 25) HSAD-033B Supervised Internship II **10/17/2016**
*Change Units **from:** 3 (1 lec + 2 lab) **to:** 1 (1 lec + 0 lab), Contact Hours **from:** ~~146~~ (18 lec + 128 lab) **to:** 18 (18 lec + 0 lab).*
- 26) RTV-007A Introduction to Radio Production **10/18/2016**

Split RTV-007 into RTV-007A, RTV-007B, and RTV-007C. Change Units **from:** 3 (2 lec + 1 lab) **to:** 3 (1 lec + 2 lab), Contact Hours **from:** ~~90~~(36 lec + 54 lab) **to:** 126 (18 lec + 108 lab).

- 27) DANC-076 Dance, Ballet **10/19/2016**
 Change Units **from:** 1 (0.5 lec + 0.5 lab) **to:** 2 (1 lec + 1 lab), Contact Hours **from:** ~~36~~(9 lec + 27 lab) **to:** 72 (18 lec + 54 lab).
- 28) MATH-014 Statistical Methods **10/19/2016**
 Change class size max from 40 to 35.
- 29) MATH-060 A Preparation for the Study of Algebra **10/19/2016**
 Change class size max from 30 to 35.
- 30) MATH-070 Arithmetic **10/19/2016**
 Change class size max from 30 to 35. Course is now a stand-alone course.
- 31) A-002 Descriptive Astronomy **10/21/2016**
 Change Units **from:** 3 (3 lec + 0 lab) **to:** 4 (3 lec + 1 lab), Contact Hours **from:** ~~54~~(54 lec + 0 lab) **to:** 108 (54 lec + 54 lab). Currently, we offer descriptive Astronomy lecture (A-001) and descriptive Astronomy lab (A-001L) as two separate courses. When both lecture and lab are combined, students will benefit from applying their knowledge from lecture in the lab which increase student success and most importantly, students will have smooth transfer and easy articulation with 4 year institutions.
- 32) HSAD-095B Human Services/Alcohol Drug Work Experience **10/24/2016**
 Change HSAD 33A and 33B Internship from existing 1 unit lecture/2 unit lab to HSAD 33A and 33B with a concurrent enrollment requirement of HSAD 095B. This is a 2 unit internship/work experience lab. Requirements of the internship/work experience lab component will have all the same elements of what was previously included as the lab component in HSAD 33A and 33B.

2.5 Course Reactivation

- 1) ECE-045A Licensed Family Child Care

2.6 New Courses

- 1) CSFM-383A Company Officer 2A: Human Resource Management **07/18/2016**
 (See new certificate #2.6.6)
- 2) CSFM-383B Company Officer 2B: General Administrative Functions **07/18/2016**
 (See new certificate #2.6.6)
- 3) CSFM-383C Company Officer 2C: Fire Inspections and Investigations **07/18/2016**
 (See new certificate #2.6.6)
- 4) CSFM-383D Company Officer 2D: All Risk Command Operations **07/18/2016**
 (See new certificate #2.6.6)
- 5) CSFM-383E Company Officer 2E: Wildland Incident Operations **07/18/2016**
 (See new certificate #2.6.6)
- 6) CSFM-384A Instructor I: Instructor Methodology **07/18/2016**
 (See new certificate #2.6.6)
- 7) CSFM-375 Hazardous Materials First Responder Awareness Level **10/14/2016**
 (See new certificate #2.6.7)
- 8) CSFM-385A Fire Inspector 1A: Duties and Administration **07/18/2016**
 (See new certificate #2.6.7)
- 9) CSFM-385B Fire Inspector 1B: Fire and Life Safety **07/18/2016**
 (See new certificate #2.6.7)
- 10) CSFM-385C Fire Inspector 1C: Field Inspection **07/18/2016**
 (See new certificate #2.6.7)
- 11) CSFM-385D Fire Inspector 1D: Field Inspection-California Specific **07/18/2016**
 (See new certificate #2.6.7)

12) BIT-025	California Residential Codes	08/02/2016
13) ENG-305	Critical Thinking and Language Consciousness (See new certificate #2.6.8)	08/03/2016
14) ENG-306	Narrative Writing and Writing from Personal Experience (See new certificate #2.6.8)	08/03/2016
15) ENG-303	Developing Paragraphs (See new certificate #2.6.9)	08/09/2016
16) ENG-304	Basic Essay Principles (See new certificate #2.6.9)	08/03/2016
17) ESL-352	Pronunciation (See new certificate # 2.6.12)	08/11/2016
18) ESL-353	Speech Pronunciation and Listening (See new certificate # 2.6.12)	
19) ESL-370	ESL/Academic English I (See new certificate # 2.6.12)	
20) ESL-370A	Grammar and Editing (See new certificate # 2.6.12)	
21) ESL-371	ESL/Academic English II (See new certificate # 2.6.12)	
22) ESL-371A	Advanced Grammar and Editing (See new certificate # 2.6.12)	
23) HIST-006	History of Western Civilization II	08/22/2016
24) ACR-092	Advanced Building Automation Networks and Programming	09/05/2016
25) CIS-040	Information and Communication Technology Essentials	10/06/2016
26) CIS-340A	Information and Communication Technology Essentials I (See new certificate #2.6.3)	09/21/2016
27) CIS-340B	Information and Communication Technology Essentials II (See new certificate #2.6.3)	09/21/2016
28) CIS-053	Computer Network Fundamentals	10/06/2016
29) CIS-353A	Computer Network Fundamentals I (See new certificate #2.6.4)	09/21/2016
30) CIS-353B	Computer Network Fundamentals II (See new certificate #2.6.4)	09/21/2016
31) CIS-002	Microsoft Outlook	09/22/2016
32) CIS-060	Information Systems Security	10/06/2016
33) CIS-360A	Information Systems Security I (See new certificate #2.6.5)	09/22/2016
34) CIS-360B	Information Systems Security II (See new certificate #2.6.5)	09/22/2016
35) A-003	Planetary Astronomy	10/03/2016
36) CIS-054	Routing and Switching Essentials	10/06/2016
37) CIS-055	Systems and Network Administration	10/06/2016
38) CIS-064	Introduction to Cybersecurity: Ethical Hacking	10/06/2016
39) ACR-378A	Introduction to Refrigerants Management (See new certificates #2.6.1 & #2.6.2)	10/11/2016
40) ACR-378B	Recovery and Evacuation Practices in Refrigerant Management (See new certificate #2.6.2)	10/12/2016
41) ACR-378C	EPA-608 preparation for Refrigerant Management (See new certificate #2.6.2)	10/12/2016
42) ACR-378D	System Performance and Charging Procedures	10/12/2016

	(See new certificate #2.6.1)	
43) ACR-378E	Study of Air Properties and Human Comfort	10/17/2016
	(See new certificate #2.6.1)	
44) ACR-378F	Indoor Air Quality and Economizers	10/17/2016
	(See new certificate #2.6.1)	
45) ENG-301	Basic Grammar and Punctuation	10/17/2016
	(See new certificate #2.6.11)	
46) ENG-302	Sentences and Syntax	10/17/2016
	(See new certificate #2.6.11)	
47) ENG-307	Introduction to Research and Documentation	10/17/2016
	(See new certificate #2.6.10)	
48) ENG-308	Introduction to Rhetoric and Narrative	10/17/2016
	(See new certificate #2.6.10)	
49) MATH-015P	Discrete Mathematics for Computers with Programming	10/19/2016
50) SPAN-021	Spanish for Heritage Speakers I	10/20/2016
51) SPAN-022	Spanish for Heritage Speakers II	10/20/2016

2.7 New Programs

2.6.1	AIR PROPERTIES AND ECONOMIZER CERTIFICATE OF COMPLETION	10/17/2016
	Required Courses	
	ACR-378A Introduction to Refrigerants Management	
	ACR-378D System Performance and Charging procedures	
	ACR-378E Study of Air Properties and Human Comfort	
	ACR-378F Indoor Air Quality and Economizers	
2.6.2	REFRIGERANT MANAGEMENT AND EPA-608 PREPARATION CERTIFICATE OF COMPLETION	10/17/2016
	Required Courses	
	ACR-378A Introduction to Refrigerants Management	
	ACR-378B Recovery and Evacuation Practices in Refrigerant Management	
	ACR-378C EPA-608 Preparation for Refrigerant Management	
2.6.3	A+ PREPARATORY CERTIFICATE OF COMPLETION	10/13/2016
	Required Courses	
	CIS-340A Information and Communication Technology Essentials I	
	CIS-340B Information and Communication Technology Essentials II	
2.6.4	NETWORK+ PREPARATORY CERTIFICATE OF COMPLETION	10/13/2016
	Required Courses	
	CIS-353A Computer Network Fundamentals I	
	CIS-353B Computer Network Fundamentals II	
2.6.5	SECURITY+ PREPARATORY CERTIFICATE OF COMPLETION	10/13/2016
	Required Courses	
	CIS-360A Information Systems Security I	
	CIS-360B Information Systems Security II	
2.6.6	COMPANY OFFICER CERTIFICATE OF COMPLETION	10/10/2016
	Required Courses	

CSFM-383A	Company Officer 2A: Human Resource Management
CSFM-383B	Company Officer 2B: General Administrative Functions
CSFM-383C	Company Officer 2C: Fire Inspections and Investigations
CSFM-383D	Company Officer 2D: All Risk Command Operations
CSFM-383E	Company Officer 2E: Wildland Incident Operations
CSFM-384A	Instructor I: Instructor Methodology

2.6.7 FIRE INSPECTOR I CERTIFICATE OF COMPLETION **10/10/2016**

Required Courses

CSFM-375	Hazardous Materials First Responder Awareness Level
CSFM-385A	Fire Inspector 1A: Duties and Administration
CSFM-385B	Fire Inspector 1B: Fire and Life Safety
CSFM-385C	Fire Inspector 1C: Field Inspection
CSFM-385D	Fire Inspector 1D: Field Inspection-California Specific

2.6.8 LANGUAGE AND THOUGHT CERTIFICATE OF COMPETENCY **10/17/2016**

Required Courses

ENG-305	Critical Thinking and Language Consciousness
ENG-306	Narrative Writing and Writing from Personal Experience

2.6.9 ORGANIZATION CERTIFICATE OF COMPETENCY **10/17/2016**

Required Courses

ENG-303	Developing Paragraphs
ENG-304	Basic Essay Principles

2.6.10 RESEARCH AND ARGUMENT CERTIFICATE OF COMPETENCY **10/17/2016**

Required Courses

ENG-307	Introduction to Research and Documentation
ENG-308	Introduction to Rhetoric and Argument

2.6.11 SENTENCE CERTIFICATE OF COMPETENCY **10/17/2016**

Required Courses

ENG-301	Basic Grammar and Punctuation
ENG-302	Sentences and Syntax

2.6.12 ADVANCED ACADEMIC ENGLISH AS A SECOND LANGUAGE NONCREDIT CERTIFICATE OF COMPLETION **10/14/2016**

Required Courses

ESL-370	ESL/Academic English I
ESL-370A	Grammar and Editing
ESL-371	ESL/Academic English II
ESL-371A	Advanced Grammar and Editing
ESL-352	Pronunciation
ESL-353	Speech Pronunciation and Listening

2.6.13 ADVANCED ACADEMIC ENGLISH AS A SECOND LANGUAGE CREDIT CERTIFICATE OF PROFICIENCY **10/14/2016**

Required Courses

ESL-070	ESL/Academic English I.....	4
ESL-070A	Grammar and Editing.....	2
ESL-071	ESL/Academic English II.....	4
ESL-371A	Advanced Grammar and Editing.....	2
ESL-052	Pronunciation.....	3
ESL-053	Speech Pronunciation and Listening.....	3

3. Information/Discussion Item(s)

3.1

Due to the high number of courses at this meeting, we will postpone all other business to our November 17th meeting.

4. Adjournment

Next Meeting:
Thursday, November 17, 2016 – 12:30pm
Berger Faculty Innovation Center