



## Curriculum Committee Agenda

Multidisciplinary Center West Conference Room (MCW-312)  
September 15, 2015 at 3:30pm

**ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2016 UNLESS OTHERWISE NOTED.**

- I. ROLL CALL (Quorum is 8 out of 15 voting members)
- II. ADOPTION OF THE PROPOSED AGENDA (Discussion/Action)
- III. GENERAL ANNOUNCEMENTS, INTRODUCTIONS, AND PUBLIC COMMENTS (Information)\*
- IV. APPROVAL OF MINUTES: September 1, 2015 (Discussion/Action)
- V. POLICY AND PROCESS (Information or Discussion/Action)
  - A. Courses Missing SLOs (Action)
  - B. Curriculum Committee Bylaws *Charter* Amendment Proposals (Discussion/Action)
    - a. Student Learning Outcomes position
    - b. Distance Education position
  - C. Curriculum Committee Policies & Procedures (Discussion/Action)
    - a. Standing Policies Document Proposal (M. Bowen)
- VI. CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
- VII. SECOND READING: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
- VIII. FIRST READING: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)

**Note:** HED V94 *KIN V84* is a stand-alone course, AP 4022 also attached for reference
- IX. REQUISITE: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)

---

\* Five minutes is allotted to any member of the public who wishes to address the curriculum committee, with a maximum of twenty minutes per topic aggregated for all speakers, unless extended by vote of the committee. At the request of any speaker proposing to address a specific agenda item, the committee may also vote to permit that speaker's comments to be deferred until the meeting progresses to that topic.

- X. DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
- XI. DISCUSSION/INFORMATION (Information or Discussion/Action)
  - A. Request(s) for Future Agenda Items
  - B. GEOL V09 (approved by CC 09.01.15)
    - 1. Technical Correction – Course Title: Earth Science *with Lab*
- XII. REPORTS (Information)
  - A. Co-chairs
  - B. Articulation/C-ID
  - C. [DTRW-I](#)
    - 1. Meeting held September 10, 2015
  - D. Subcommittees/Workgroups
    - 1. Friendly Reminder (R. Petitfils)
  - E. CurricUNET/Banner/TracDat
  - F. Other
    - 1. Conclusion of Curriculum Committee Training

**NEXT MEETING:**

Tuesday, September 29, 2015 – 3:30 p.m.  
Multidisciplinary Center West Conference Room (MCW-312)

**DEADLINE**  
*for effective date of Fall 2017*

**May 1, 2016**

*for all courses, degrees and distance education*

Written materials relating to a Curriculum Committee meeting item that are distributed to at least a majority of the Curriculum Committee members less than 72 hours before a noticed meeting and that are public record not otherwise exempt from disclosure will be available for inspection at Ventura College located at 4667 Telegraph Road, Ventura, CA 93003 or at the Curriculum Committee meeting.

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of

Kim Hoffmans, Interim Vice President Academic Affairs  
Ventura College - 4667 Telegraph Road - Ventura, CA 93003

(805) 289-6464



# Curriculum Committee Minutes - DRAFT

Multidisciplinary Center West Conference Room (MCW-312)

September 1, 2015 at 3:30pm

**ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2016 UNLESS OTHERWISE NOTED.**

**I. ROLL CALL (Quorum is 8 out of 15 voting members)**

*M. Bowen called the meeting to order at 3:30 p.m.*

<b>VOTING MEMBERS</b>		<b>P=Present A=Absent</b>		
Faculty co-chair	Michael Bowen	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	
Academic Senate President	Alex Kolesnik	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	
AFT Rep.	vacant	<input type="checkbox"/> P	<input type="checkbox"/> A	
Artic. Officer	vacant	<input type="checkbox"/> P	<input type="checkbox"/> A	
CTE Division	Patricia King	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Debbie Newcomb <input checked="" type="checkbox"/> P <input type="checkbox"/> A
Athletics, HED, KIN Division	Nancy Fredrickson	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Raeann Koerner <input checked="" type="checkbox"/> P <input type="checkbox"/> A
Social Sciences & HUM Division	Vacant	<input type="checkbox"/> P	<input type="checkbox"/> A	David Young <input checked="" type="checkbox"/> P <input type="checkbox"/> A
English & COMM Division	Gabe Arquilevich	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	John Guelcher <input checked="" type="checkbox"/> P <input type="checkbox"/> A
Librarian	Peter Sezzi	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	
Math & Sciences Division	Chloe Branciforte	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Jennifer Garner <input checked="" type="checkbox"/> P <input type="checkbox"/> A
Student Services Division	Tom Dalton	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Lauren Wintermeyer <input checked="" type="checkbox"/> P <input type="checkbox"/> A
Technical Review Chair	Ryan Petitfils	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	
<b>NON-VOTING MEMBERS</b>				
CIO co-chair (Interim)	Kimberly Hoffmans	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	
Assistant Dean	Karen Engelsen	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	
ASVC Rep.	vacant	<input type="checkbox"/> P	<input type="checkbox"/> A	
Dean	Tim Harrison	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	Dan Kumpf <input type="checkbox"/> P <input checked="" type="checkbox"/> A
Dean	Gwendolyn Lewis-Huddleston	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Kathleen Schrader <input checked="" type="checkbox"/> P <input type="checkbox"/> A
Dean	Lynn Wright	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	
Instructional Data Specialist	Nan Duangpun	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	
Recorder/Curriculum Technician	Olivia Long	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	
Registrar	vacant	<input type="checkbox"/> P	<input type="checkbox"/> A	

**GUESTS:** none

**II. ADOPTION OF THE PROPOSED AGENDA (Discussion/Action)**

*M. Bowen pulled the foreign language deletions as requested by the department chair and called for a motion to approve the agenda.*

Motion by D. Newcomb, second by P. Sezzi

Final Resolution: Motion was approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, N. Fredrickson, J. Garner, J. Guelcher, P. King, R. Koerner, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, and D. Young

### III. GENERAL ANNOUNCEMENTS, INTRODUCTIONS, AND PUBLIC COMMENTS (Information)\*

None

### IV. APPROVAL OF MINUTES: August 18, 2015 (Discussion/Action)

*M. Bowen called for a motion to approve the minutes.*

Motion by R. Petitfils, second by N. Fredrickson

Discussion: *none*

Final Resolution: Motion was approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, N. Fredrickson, J. Garner, J. Guelcher, P. King, R. Koerner, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, and D. Young

### V. POLICY AND PROCESS (Information or Discussion/Action)

#### A. Select Members for Philosophy and General Education Work Group (Action)

*It was noted that at the last meeting D. Newcomb, R. Petitfils, N. Fredrickson, and P. Sezzi volunteered to represent their respective divisions for this work group. D. Young volunteered to represent his division. It was noted that a representative was still needed for the Student Services Division.*

Motion for approval of work group members, by P. Sezzi, second by G. Arquilevich

Discussion: *A brief discussion regarding past practice of co-chairs being the Articulation Officer and Curriculum Committee Faculty co-chair.*

Final Resolution: Motion was approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, N. Fredrickson, J. Garner, J. Guelcher, P. King, R. Koerner, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, and D. Young

#### B. Curriculum Committee Bylaws Amendment Proposals (Discussion/Action)

##### 1. Academic Senate President ex officio voting member

*M. Bowen noted that the bylaws were adopted in April but have yet to gain Academic Senate approval. He stated that an amendment is needed to include the Academic Senate President as an ex officio voting member. A. Kolesnik confirmed that the Academic Senate Bylaws supersede those of Curriculum Committee.*

##### 2. Student Learning Outcomes position

##### 3. Distance Education position

*M. Bowen referenced the new accreditation standards and inquired whether a provision should be added to the Curriculum Committee Bylaws to include a SLO and Distance Education members to the committee. He called for a motion to open discussion on the item.*

Motion by N. Fredrickson, second by D. Newcomb

Discussion: *After a thorough discussion of the logistics of the process to amend the bylaws and the selection procedure to fill the positions if added, it was determined that consultation with the SLO and D/E committees was*

---

\* Five minutes is allotted to any member of the public who wishes to address the curriculum committee, with a maximum of twenty minutes per topic aggregated for all speakers, unless extended by vote of the committee. At the request of any speaker proposing to address a specific agenda item, the committee may also vote to permit that speaker's comments to be deferred until the meeting progresses to that topic.

necessary. D. Newcomb agreed to broach G. Lewis-Huddleston agreed to approach the D/E committee.

Motion to table the item to allow for consultation with other committees as noted, by P. Sezzi, second by R. Koerner

Final Resolution: Motion was approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, N. Fredrickson, J. Garner, J. Guelcher, P. King, R. Koerner, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, L. Wintermeyer, and D. Young.

### **C. Curriculum Committee Policies & Procedures (Discussion/Action)**

#### **1. SLOs (D. Newcomb)**

*D. Newcomb stated that with the addition of SLOs into CORs, a procedure is needed to define the process. M. Bowen noted there are a multitude of courses in CurricUNET that do not have SLOs. Discussion included having CurricUNET as the main repository for SLOs. It was noted that SLOs are entered into TracDat the first semester the course is offered. An issue was identified concerning updates of courses (ID change as an example) being translated to TracDat.*

#### **2. Standing Policies Document Proposal (M. Bowen) - tabled**

### **VI. CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**

Motion to approve courses minus deletions, by R. Koerner, second by R. Petitfils

Final Resolution: Motion was approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, N. Fredrickson, J. Garner, J. Guelcher, P. King, R. Koerner, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, L. Wintermeyer, and D. Young.

Motion to approve the revised Supervision AS/COA, by N. Fredrickson, second by J. Guelcher

Final Resolution: Motion was approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, N. Fredrickson, J. Garner, J. Guelcher, P. King, R. Koerner, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, L. Wintermeyer, and D. Young.

### **VII. SECOND READING: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**

*D. Newcomb stated that MATH V10 was added as recommended preparation per recommendation of subject matter experts.*

Motion by D. Newcomb, second by G. Arquilevich

Discussion: *A brief discussion ensued regarding enforcement of prerequisites.*

Final Resolution: Motion was approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, N. Fredrickson, J. Garner, J. Guelcher, P. King, R. Koerner, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, L. Wintermeyer, and D. Young.

**VIII. FIRST READING: CURRICULAR PROPOSALS FOR APPROVAL  
(Discussion/Action; see attachment)**

*M. Bowen noted that he would present review comments from Letrisha Mai, Moorpark College Articulation Officer (AO), due to the lack of a Ventura College AO.*

Motion to approve **BUS V25** for first reading by R. Koerner, second by R. Petitfils

Discussion: *D. Newcomb presented the course revisions and noted the coding system for the industry has been updated.*

Final Resolution: Motion was approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, N. Fredrickson, J. Garner, J. Guelcher, P. King, R. Koerner, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, L. Wintermeyer, and D. Young.

Motion to approve **FREN V01/V02** for first reading by P. Sezzi, second by R. Koerner

Discussion: *M. Bowen noted AO comment to consider lowering the units from 5 to 4. K. Hoffmans concurred.*

Final Resolution: Motion was approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, N. Fredrickson, J. Garner, J. Guelcher, P. King, R. Koerner, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, L. Wintermeyer, and D. Young.

Motion to approve **GEOL V09** for first **and second** reading by D. Newcomb, second by N. Fredrickson

Discussion: *M. Bowen noted this course is required for the Elementary Teacher Education ADT in development. He also noted the AO comments regarding submitting the course for G/E, IGETC, and CSU. P. Sezzi noted the minimum qualifications were listed as Earth Science and Geography.*

Final Resolution: Motion was approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, N. Fredrickson, J. Garner, J. Guelcher, P. King, R. Koerner, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, L. Wintermeyer, and D. Young.

Motion to approve **HED V20** for first reading by R. Petitfils, second by N. Fredrickson

Discussion: *R. Koerner presented the course and noted that it is required for the proposed ADT in Public Health Science. The revisions were based on feedback from C-ID. Fully online was added as an option. M. Bowen stated that the AO recommended, for all courses in general, establishing a practice of listing more than one textbook on CORs. The reason provided was that if a particular text goes out of print, or an instructor wants to use something different. The AO expressed that it is something to consider for the future, but not necessary to add at this time.*

Final Resolution: Motion was approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, N. Fredrickson, J. Garner, J. Guelcher, P. King, R. Koerner, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, L. Wintermeyer, and D. Young.

Motion to approve **THA V22A/B** for first reading by P. Sezzi, second by R. Petitfils

Discussion: *G. Lewis-Huddleston noted the courses were revised to match CTE goals. P. Sezzi also noted C-ID review comments. R. Koerner inquired about the hours. M. Bowen*

replied that the hours were similar to our Art courses. M. Bowen shared the AOs comments regarding the hours and an inquiry if there would be further sequence courses to these two, a 'C' and/or 'D', and a suggestion to establish a family with stage makeup. G. Lewis-Huddleston addressed the comments and replied in the affirmative regarding the additional courses and noted that a family would be incongruent in this case.

K. Hoffmans conveyed that the topic of unit creep has come up at DTRW-I. She stated that the concern is regarding enrollment, a student would pay for 3 units, faculty would get paid for 4 hours, and it is not normal Carnegie units. She stated her awareness that this is a hot topic and she was not asking for a decision but that it is considered during deliberation. P. Sezzi noted that the units were not changed. K. Hoffmans noted that what the student pays for would be what we would get from the state but faculty would get paid an extra hour. A brief discussion ensued regarding impact to students

Final Resolution: Motion was approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, N. Fredrickson, J. Garner, J. Guelcher, P. King, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, L. Wintermeyer, and D. Young.

Abstention: R. Koerner

Motion to approve **PHIL V04** for first and second reading, subject to technical review comments by N. Fredrickson, second by R. Koerner

Discussion: R. Petitfils noted that the course was revised per C-ID comments.

Final Resolution: Motion was approved

Yes: Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, N. Fredrickson, J. Garner, J. Guelcher, P. King, R. Koerner, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, L. Wintermeyer, and D. Young.

#### **IX. REQUISITE: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**

Motion to approve **BUS V03** with the addition of MATH V10 to recommended preparation, by D. Newcomb, second by G. Arquilevich

Discussion: Added per prior recommendation.

Final Resolution: Motion was approved

Yes: Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, N. Fredrickson, J. Garner, J. Guelcher, P. King, R. Koerner, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, L. Wintermeyer, and D. Young.

#### **X. DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**

M. Bowen noted that for a course to be offered fully online, one cannot compel a student to come to campus for either an orientation or exam.

Motion by R. Petitfils, second by J. Guelcher

Discussion: A discussion ensued and included terminology and process.

Final Resolution: Motion was approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, N. Fredrickson, J. Garner, J. Guelcher, P. King, R. Koerner, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, L. Wintermeyer, and D. Young



## XI. DISCUSSION/INFORMATION (Information or Discussion/Action)

### A. [ANTH V01L](#) Biological Anthropology Laboratory 1 unit

*Distance Education (Fully Online 100%) approved at 12.2.14 meeting in error, this is a technical correction to remove it*

*M. Bowen stated that his understanding was that UC will not accept a lab class for transfer if it is fully online. K. Hoffmans stated to verify that with L. Mai.*

## XII. REPORTS (Information)

### A. Co-chairs

#### 1. D/E with an effective date Spring 2016

*M. Bowen stated that logistically it would not be possible for a course to be proposed for distance education with an effective date of spring 2016. It would create a burden for technical review. He did state that it could be possible on a case by case basis if the COR were current and there was justification sufficient to warrant the need.*

### B. Articulation/C-ID

*M. Bowen noted there was not an articulation update but did state that he was current in forwarding C-ID notices.*

### C. [DTRW-I](#)

#### 1. Meeting held August 27, 2015

*M. Bowen noted the VC courses that were discussed (CD V22 and MATH V19.) He shared that concern was raised regarding the 7 units for MATH V19, considering our sister college approved the same course at 6 units. He shared that the proposal for early registration with implementation for fall 2016 has been postponed until fall 2017.*

### D. Subcommittees/Workgroups - none

### E. CurricUNET/Banner/TracDat - none

### F. Other

#### 1. Conclusion of Curriculum Committee Training

*M. Bowen stated that since the committee decided to keep October 6<sup>th</sup> on the calendar as a training day, what type of training would be preferred. J. Garcia requested training on how to review courses. P. King, L. Wintermeyer and J. Guelcher concurred. Another suggestion was regarding distance education and maintenance of regular effective contact, G. Lewis-Huddleston noted that there are quality methods listed in the [D/E handbook](#) that were approved by Academic Senate.*

***M. Bowen adjourned the meeting at 5:06 p.m.***

### **NEXT MEETING:**

**Tuesday, September 15, 2015 – 3:30 p.m.  
Multidisciplinary Center West Conference Room (MCW-312)**

# **DEADLINE**

*for effective date of Fall 2017*

**May 1, 2016**

*for all courses, degrees and distance education*

Written materials relating to a Curriculum Committee meeting item that are distributed to at least a majority of the Curriculum Committee members less than 72 hours before a noticed meeting and that are public record not otherwise exempt from disclosure will be available for inspection at Ventura College located at 4667 Telegraph Road, Ventura, CA 93003 or at the Curriculum Committee meeting.

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of

Kim Hoffmans, Interim Vice President Academic Affairs  
Ventura College - 4667 Telegraph Road - Ventura, CA 93003  
(805) 289-6464

Ventura College Curriculum Committee

Curricular Proposals for 09/15/15

VENTURA COLLEGE CURRICULUM COMMITTEE										
CURRICULAR PROPOSALS FOR 09/15/15										
CONSENT AGENDA: COURSES				NONSUBSTANTIAL CHANGES TO CATALOG			ARTIC CHANGES			
COURSE ID	COURSE TITLE	CR NC	UNITS	PROPOSAL TYPE	ID=Course ID, T=Title, U=Units, H=Hours, D=Description, X=Transfer, F=Fees, FT=Field Trips, R=Repeat, Was=Formerly, RS=Record Symbol, EL=Enrollment Limitation, P=Prereq, C=Coreq, RP=Recom. Prep.	OBJ=Course objectives, CC=Course content, LC=Lab content	EFFECTIVE	REQ	DE	BoT
<a href="#">AUTO V28</a>	Automotive Suspension Systems	CR	2	Revision	D, C	OBJ, CC	Fall 2016	x		
<a href="#">CHEM V21</a>	Introduction to Organic and Biochemistry	CR	3	Revision	FT (from 'Not Required' to 'May be Required'), P	OBJ	Fall 2016	x		
<a href="#">CHEM V21L</a>	Introduction to Organic and Biochemistry Laboratory	CR	2	Update			Fall 2016	x		
<a href="#">GERM V51A</a>	Situational Conversation in German I	CR	3	Revision	D	OBJ, CC	Fall 2016	x		
<a href="#">HIST V01A</a>	Introduction to Western Civilization I	CR	3	Revision	D		Fall 2016		x	
<a href="#">HIST V01B</a>	Introduction to Western Civilization II	CR	3	Revision	D	OBJ, CC	Fall 2016		x	
<a href="#">KIN V72</a>	Stress Relaxation Exercises <b>Reduction Activities</b>	CR	1	Revision	T	LC	Fall 2016			
<a href="#">POLS V03</a>	Introduction to Political Science	CR	3	Revision	D	OBJ, CC	Fall 2016		x	
CONSENT AGENDA: PROGRAMS										
AWARD TYPE	DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS		EFFECTIVE			BoT
AS/COA	Construction Technology Building Inspector Option	CR	28-30	Revision			Fall 2016			
AS/COA	Construction Technology Construction Management Option	CR	30	Revision			Fall 2016			
SECOND READING: COURSES				SUBSTANTIAL CHANGES TO CATALOG			ARTIC CHANGES			
COURSE ID	COURSE TITLE	CR NC	UNITS	PROPOSAL TYPE	ID=Course ID, T=Title, U=Units, H=Hours, D=Description, X=Transfer, F=Fees, FT=Field Trips, R=Repeat, Was=Formerly, RS=Record Symbol, EL=Enrollment Limitation, P=Prereq, C=Coreq, RP=Recom. Prep.	OBJ=Course objectives, CC=Course content, LC=Lab content	EFFECTIVE	REQ	DE	BoT
<a href="#">BUS V25</a>	Medical Coding	CR	3	Revision	D	OBJ, CC	Fall 2016	x	x	
<a href="#">FREN V01</a>	Elementary French I	CR	5	Revision	D	OBJ	Fall 2016			
<a href="#">FREN V02</a>	Elementary French II	CR	5	Revision	D	OBJ	Fall 2016	x		
<a href="#">HED V20</a>	Introduction to Public Health	CR	3	Revision	D		Fall 2016		x	
<a href="#">THA V22A</a>	Fundamentals of Stage Costuming I-Introduction to Costume Technology I	CR	3	Revision	T, H (1.5 2 lecture, 4 .5 laboratory weekly), D	OBJ, CC, LC	Fall 2016		x	x
<a href="#">THA V22B</a>	Fundamentals of Stage Costuming II-Introduction to Costume Technology II	CR	3	Revision	T, H (1.5 2 lecture, 4 .5 laboratory weekly), D	OBJ, CC, LC	Fall 2016	x	x	x

Ventura College Curriculum Committee

Curricular Proposals for 09/15/15

SECOND READING: PROGRAMS										
AWARD TYPE	PRIMARY DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS	EFFECTIVE				BoT
none										
FIRST READING: COURSES										
COURSE ID	COURSE TITLE	CR NC	UNITS	PROPOSAL TYPE	ID=Course ID, T=Title, U=Units, H=Hours, D=Description, X=Transfer, F=Fees, FT=Field Trips, R=Repeat, Was=Formerly, RS=Record Symbol, EL=Enrollment Limitation, P=Prereq, C=Coreq, RP=Recom. Prep.	OBJ=Course objectives, CC=Course content, LC=Lab content	EFFECTIVE	REQ	DE	BoT
<a href="#">AUTO V28LA</a>	Automotive Suspension Systems Lab	CR	1.5	Revise	ID, U (from 1 unit to 1.5 units), H (from 3 to 4.5 weekly lab), D, C	OBJ, LC	Fall 2016	x		x
<a href="#">ECON V01A</a>	Principles of Macro Economics	CR	3	Revise	P		Fall 2016	x	x	x
<a href="#">ECON V01B</a>	Principles of Micro Economics	CR	3	Revise	P		Fall 2016	x	x	x
<del>HED V94</del> <a href="#">KIN V84</a>	Introduction to Athletic Training	CR	3	Revise	ID, D	OBJ, CC, LC	Fall 2016			x
<a href="#">MUS V02D</a>	Music Theory IV: <del>Sixteenth Century Counterpoint</del> <b>Post Romantic</b>	CR	3	Revise	T, D, P	OBJ, CC	Fall 2016	x		x
<a href="#">MUS V02DL</a>	Ear Training IV	CR	1	Revise	D, P	OBJ, LC	Fall 2016	x		x
FIRST READING: PROGRAMS										
AWARD TYPE	PRIMARY DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS	EFFECTIVE				BoT
none										
REQUISITE APPROVALS										
COURSE ID	COURSE TITLE	CR NC	UNITS	REQUISITE TYPE	REQUISITE TEXT	EFFECTIVE				
<a href="#">ECON V01A</a>	Principles of Macro Economics	CR	3	Revise	<b>Prerequisite: MATH V01</b>	(1st Reading)	Fall 2016			
<a href="#">ECON V01B</a>	Principles of Micro Economics	CR	3	Revise	<b>Prerequisite: MATH V01</b>	(1st Reading)	Fall 2016			
<a href="#">AUTO V28</a>	Automotive Suspension Systems	CR	2	Revise	Corequisite: <del>AUTO V28LA and AUTO V28LB</del>	(consent)	Fall 2016			
<a href="#">AUTO V28LA</a>	Automotive Suspension Systems Lab	CR	1.5	Revise	Corequisite: <del>AUTO V28 and AUTO V28LB</del>	(1st Reading)	Fall 2016			
<a href="#">CHEM V21</a>	Introduction to Organic and Biochemistry	CR	3	Revise	Prerequisite: <del>CHEM V01A and V01AL or CHEM V20 and V20L or high school chemistry with grades of C or better</del>	(consent)	Fall 2016			
<a href="#">MUS V02D</a>	Music Theory IV: <del>Sixteenth Century Counterpoint</del> <b>Post Romantic</b>	CR	3	Revise	Prerequisite: <del>MUS V02B V02C and MUS V02BL V02CL</del> Corequisite: MUS V02DL	(1st Reading)	Fall 2016			

Ventura College Curriculum Committee

Curricular Proposals for 09/15/15

REQUISITE APPROVALS - continued									
COURSE ID	COURSE TITLE	CR NC	UNITS	REQUISITE TYPE	REQUISITE TEXT		EFFECTIVE		
<a href="#">MUS V02DL</a>	Ear Training IV	CR	1	Revision	<i>Prerequisite: MUS V02CL</i> <i>Corequisite: MUS V02D</i>	(1st Reading)	Fall 2016		
<a href="#">BUS V25</a>	Medical Coding	CR	3	Review	Recommended Preparation: BUS V27A and BUS V29	(1st Reading)	Fall 2016		
<a href="#">CHEM V21L</a>	Introduction to Organic and Biochemistry Laboratory	CR	2	Review	Prerequisite: CHEM V21 with grade of C or better or concurrent enrollment	(consent)	Fall 2016		
<a href="#">FREN V02</a>	Elementary French II	CR	5	Review	Prerequisite: FREN V01 or 2 years of high school French or equivalent	(1st Reading)	Fall 2016		
<a href="#">GERM V51A</a>	Situational Conversation in German I	CR	3	Review	Prerequisite: GERM V01 or 2 years of high school German or equivalent	(consent)	Fall 2016		
<a href="#">THA V22B</a>	Fundamentals of Stage Costuming II-Introduction to Costume Technology II	CR	3	Review	Prerequisite: THA V22A	(1st Reading)	Fall 2016		
DISTANCE EDUCATION APPROVALS									
COURSE ID	COURSE TITLE	CR NC	NEW/REV	DE TYPE			EFFECTIVE		
<a href="#">BUS V25</a>	Medical Coding	CR	New	Hybrid (1-50%)		(2nd Reading)	Fall 2016		
<a href="#">HED V20</a>	Introduction to Public Health	CR	New	Fully Online (100%)		(2nd Reading)	Fall 2016		
<a href="#">THA V22A</a>	Fundamentals of Stage Costuming I-Introduction to Costume Technology I	CR	New	Hybrid (1-50%)		(2nd Reading)	Fall 2016		
<a href="#">THA V22B</a>	Fundamentals of Stage Costuming II-Introduction to Costume Technology II	CR	New	Hybrid (1-50%)		(2nd Reading)	Fall 2016		
<a href="#">ECON V01A</a>	Principles of Macro Economics	CR	Review	Hybrid (51-99%)		(1st Reading)	Fall 2016		
<a href="#">ECON V01B</a>	Principles of Micro Economics	CR	Review	Hybrid (51-99%)		(1st Reading)	Fall 2016		
<a href="#">HED V20</a>	Introduction to Public Health	CR	Review	Hybrid (1-50%)		(2nd Reading)	Fall 2016		
<a href="#">HIST V01A</a>	Introduction to Western Civilization I	CR	Review	Fully Online (100%)		(consent)	Fall 2016		
<a href="#">HIST V01B</a>	Introduction to Western Civilization II	CR	Review	Fully Online (100%)		(consent)	Fall 2016		
<a href="#">POLS V03</a>	Introduction to Political Science	CR	Review	Fully Online (100%)		(consent)	Fall 2016		
<b>** END OF LIST **</b>									



Ventura College  
Office of Student Learning

Program and New Course Approval Request Form

Proposal Type: (check one)  Course  Program  
Proposal Request: (check one)  New (program/course)  Revision (program only)

Program or Course Title: CT - Construction Technology

Faculty Originator Name: Casey Mansfield x6163

Discipline: CT-Construction Technology

Purpose or Justification: (Please provide the reason for development or revision and provide supporting documentation if applicable).

Most of our classes are only offered on a two, three or even four-semester rotation basis. This makes it difficult for students to obtain the required courses in a timely manner.  
This program revision does not change TOP Codes, or total units but will provide students more flexibility in completing their degrees.

Was the above proposal reviewed and discussed by the department?  Yes  No Date: 08/14/15

Number of FT faculty in the department? one

How many FT faculty in the department approved the program or course? one  
(Please note this action requires a two-thirds vote)

Signatures of those that endorsed this proposal:

<u>Casey Mansfield</u> Originator	<u>8-27-15</u> Date	<u>Eric J. Lin</u> Department Faculty	<u>8-27-15</u> Date
<u>Casey Mansfield</u> Department Chair	<u>8-27-15</u> Date	<u>Alan Paul</u> Department Faculty	<u>8-27-15</u> Date
<u>[Signature]</u> Division Dean	<u>8-30-15</u> Date	<u>[Signature]</u> Department Faculty	<u>8-27-15</u> Date
<u>[Signature]</u> Department Faculty	<u>8/27/15</u> Date	<u>[Signature]</u> Department Faculty	<u>          </u> Date
<u>[Signature]</u> Department Faculty	<u>8/27/15</u> Date	<u>[Signature]</u> Department Faculty	<u>          </u> Date
<u>[Signature]</u> Department Faculty	<u>8/27/15</u> Date	<u>[Signature]</u> Department Faculty	<u>          </u> Date

Attach additional signature page if needed.

Submit this form with your proposal, including supporting documentation to the Curriculum Committee for approval.

# CONSTRUCTION TECHNOLOGY

## BUILDING INSPECTION OPTION

REQUIRED COURSES:		UNITS
CT V12/ARCH V12	Advanced Blueprint Reading: Commercial/Industrial	3 (move)
CT V58/ARCH V58	International Residential Code	3 (move)
CT V59/ARCH V59	International Building Code	3
CT V66	National Electrical Code	3
CT V71	Uniform Plumbing Code	3
CT V72	Uniform Mechanical Code	3
<b>REQUIRED ADDITIONAL COURSES:</b>		
<b>Select four (4) <u>six (6)</u> of the following courses:</b>		(change)
CT V12/ARCH V12	Advanced Blueprint Reading: Commercial/Industrial	3 (add)
CT V20/DRFT V2B/ARCH V11	Blueprint Reading: Architecture/Construction	3
CT V43	Electrical Code Certification Preparation	2
CT V58/ARCH V58	International Residential Code	3 (add)
CT V60/ARCH V60	Simplified Engineering for Building Construction	3
CT V62	Structural Masonry Construction	3
CT V63	Reinforced Concrete Construction	3
CT V65/WEL V65	Structural Steel and Welding Construction	3
CT V67/ARCH V67	Building Accessibility Regulations	2
CT V70	California Green Building and Energy Code	3
<b>May select one (1) course from the following courses as part of the four (4) <u>six (6)</u> courses additionally required:</b>		(change)
CT V95	Construction Technology Internship I	3
CT V96	Construction Technology Internship II	3
		28-30

## CONSTRUCTION MANAGEMENT OPTION

REQUIRED COURSES:		UNITS
CT V20/DRFT V2B/ARCH V11	Blueprint Reading: Architecture/Construction	3
CT V50	Construction Contractor License Preparation	3 (move)
CT V64/ARCH V64	Building Construction: Materials & Methods	3
CT V75/ARCH V75	Intro. to Electrical, Plumbing & Mechanical Systems	3 (move)
CT V77	Construction Office Management	3
CT V79	Construction Estimating	3
<b>REQUIRED ADDITIONAL COURSES:</b>		
<b>Select four (4) <u>six (6)</u> of the following courses:</b>		(change)
CT V12/ARCH V12	Advanced Blueprint Reading: Commercial/Industrial	3
CT V50	Construction Contractor License Preparation	3 (add)
CT V52	Property Inspection	3
CT V58/ARCH V58	International Residential Code	3
CT V59/ARCH V59	International Building Code	3
CT V60/ARCH V60	Simplified Engineering for Building Construction	3
CT V75/ARCH V75	Intro. to Electrical, Plumbing & Mechanical Systems	3 (add)
CT V76	Construction Job Site Management	3
<b>May select one (1) course from the following courses as part of the four (4) <u>six (6)</u> courses additionally required:</b>		(change)
CT V95	Construction Technology Internship I	3
CT V96	Construction Technology Internship II	3
		30

## Rational

The construction industry is very diverse, so we offer many different subjects. But because of the small size of the Construction Program at VC, we can only offer a limited number of courses each semester.

As a result, most of our classes are only offered on a two, three or even four-semester rotation basis. This makes it difficult for students to obtain the required courses in a timely manner.

This program adjustment does not change TOP Codes, or total units and should give the students more flexibility in completing their degrees.





Book	VCCCD Administrative Procedure Manual
Section	Chapter 4 Academic Affairs
Title	AP 4022 COURSE APPROVAL
Number	AP 4022
Status	Active
Legal	<a href="#">Title 5, Section 55100</a>
Adopted	May 12, 2009
Last Reviewed	September 9, 2014

This procedure applies to the processes for approving individual credit and non-credit courses in accordance to Title 5, Section 55100.

Individual degree-applicable credit courses offered as part of an educational program approved by the California Community Colleges Chancellor's Office shall be:

- Approved by the Curriculum Committees of each college of the District;
- Approved by the Ventura County Community College District (VCCCD) Board of Trustees;
- Submitted to the California Community Colleges Chancellor's Office for approval.

Course approval of non-degree applicable credit courses and degree-applicable credit courses that are not part of an approved educational program (stand alone courses) shall be:

- Approved by the Curriculum Committees of each college of the District;
- Approved by the Ventura County Community College District (VCCCD) Board of Trustees;
- Submitted to the California Community Colleges Chancellor's Office for approval.

The following limitations apply to stand alone courses:

- No students may be permitted to count 18 or more semester or 27 or more quarter units of coursework toward satisfying the requirements for a certificate of achievement or towards a major or area of emphasis for completion of an associate degree.
- No group of courses approved which total 18 or more semester or 27 or more quarter units in a single four-digit Taxonomy of Programs Code may be linked to one another by prerequisites or co-requisites.