



Curriculum Committee Minutes

Multidisciplinary Center West Conference Room (MCW-312) January 19th, 2016 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)

VOTING MEMBERS		P=Pr	esent /	A=Absent		
Faculty co-chair/ Artic.Officer	Michael Bowen	⊠P	□ A			
Academic Senate President	Alex Kolesnik	₫P	\Box A			
AFT Rep.	Vacant	□ P	□A			
CTE Division	Debbie Newcomb	☑P	\Box A	Vacant	□Р	□A
Athletics, HED, KIN Division	Nancy Fredrickson	□Р	✓A	Vacant	□Р	□A
Social Sciences & HUM Division	David Young	□Р	✓A	Vacant	□Р	□ A
English & COMM Division	John Guelcher	☑P	\Box A	Vacant	□P	□A
Librarian	Peter Sezzi	☑P	\Box A			
Math & Sciences Division	Chloe Branciforte	☑P	\Box A	Jennifer Garner	☑P	□A
Student Services Division	Tom Dalton	☑P	\Box A	Lauren Wintermeyer	□Р	✓A
Technical Review Chair	Ryan Petitfils	☑P	\Box A			
NON-VOTING MEMBER	RS .					
CIO co-chair (Interim)	Kimberly Hoffmans	□Р	✓A			
Assistant Dean	Karen Engelsen	□Р	☑A			
ASVC Rep.	vacant	□Р	□A			
Dean	Will Cowen	□Р	✓A	Dan Kumpf	□Р	✓A
Dean Gwendolyr	Lewis-Huddleston	□Р	✓A	Kathleen Schrader	☑P	□A
Dean	Lynn Wright	□Р	✓A	Raeann Koerner	□Р	✓A
Dean	Karen Engelsen	□Р	✓A			
Instructional Data Specialist	Nan Duangpun	₫P	□A			
Recorder/Curriculum Technic	ian Katie Owashi	☑P	□A			
Registrar	Arlene Reed	□Р	✓A			

Guests: Maureen Eliot (Health/KIN)—proxy for Nancy Fredrickson; Karen Harrison (ESL)

M. Bowen called the meeting to order at 3:36 PM.

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

M. Bowen called for a motion to amend the agenda to pull some courses from the agenda due to department requests. Courses that were pulled are indicated by highlighting and strikethrough text. These courses will be pulled from the agenda for consideration.

Motion by: P. Sezzi Seconded by: D. Newcomb

Discussion: Amended to remove ICA V31B, PSY V01SL, PSY V02SL, SPAN

V04S

Final resolution: Adopted as amended

Yes: M. Bowen, C. Branciforte, M. Eliot, J. Garner, J. Guelcher, A. Kolesnik, D.

Newcomb, R. Petitfils, P. Sezzi

III. GENERAL ANNOUNCEMENTS, INTRODUCTIONS, AND PUBLIC COMMENTS (Information)¹

A. Announcement of new Interim Articulation Officer

R. Petitfils announced that M. Bowen was named as new interim articulation officer and expressed congratulations.

- **B. Other announcements:** K. Owashi extended congratulations to the Business department and Auto department for approval of programs.
- **C. Catalog:** *K.* Owashi announced that due to accreditation, catalog deadlines would be moved up this year. Please look out for the memo being sent today regarding catalog changes.
- **D.** Starting with Summer '16 there will be no more PDF schedule: *N. Duangpun announced that the Office of Student Learning has agreed to no longer publish a PDF schedule starting with the Summer of 2016.*

IV. APPROVAL OF MINUTES: December 1st, 2015 (Discussion/Action)

M. Bowen called for a motion to approve the minutes as presented.

Motion by: D. Newcomb Seconded by: R. Petitfils

Discussion: A few small errors were pointed out for change.

Final resolution: Approved

Yes: M. Bowen, C. Branciforte, T. Dalton, M. Eliot, J. Garner, J. Guelcher, A.

Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi

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

- A. Curriculum Committee Charter Amendment Proposals (Discussion/Action)
 - 1. None

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

- A. Course Revisions: ART V11A, HED V32
- B. Course Deletions: AES V10, ART V03, BIOL V40, BIOL V41, EAC V13, EAC V17, EAC V19, EAC V25, EAC V27, EAC V28, LS V01, LS V01L, LS V08, MATH V06, MATH V09, MUS V05, MUS V18, MUS V27, MUS V55A, MUS V55B, SPAN V90

¹ 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.

M. Bowen presented the curricular proposals on the consent agenda.

Motion by: J. Garner Seconded by: M. Eliot

Discussion: There was a question about HED V32 title "Principles of Food with

Lab." M. Eliot stated it was aligned with C-ID.

Final resolution: Approved

Yes: M. Bowen, C. Branciforte, T. Dalton, M. Eliot, J. Garner, J. Guelcher, A.

Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi

VII. SECOND READING: CURRICULAR PROPOSALS FOR APPROVAL

(Discussion/Action; see attachment)

A. Course Revisions: BUS V94

B. No-SLO Course Deletions: AES V30, ART V38, ART V48, CS V04, CS V20, DANC V06B, DRFT V51, DRFT V99, ENGL V06B, ENGL V09, ESL V12, ESL V17A, ESL V17B, ESL V18A, ESL V18B, ESL V19A, ESL V19B, ICA V31B, MUS V02G, MUS V18, MUS V55C, MUS V57A, MUS V57B, MUS V61A, MUS V61B, POLS V30, PSY V01SL, PSY V02SL, SPAN V04S, SS V02, SS V04, WEL N94

M. Bowen presented the curricular proposals for second reading as amended. He called for another amendment to approve the course revisions and deletions together.

Motion by: R. Petitfils Seconded by: P. Sezzi Discussion: None. Final resolution: Approved

Yes: M. Bowen, C. Branciforte, T. Dalton, M. Eliot, J. Garner, J. Guelcher, A.

Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi

VIII. FIRST READING: CURRICULAR PROPOSALS FOR APPROVAL

(Discussion/Action; see attachment)

A. New Course: POSC V89A

M. Bowen presented the experimental course POSC V89A

Discussion: K. Schrader spoke about the experimental course being created for

state compliance in the AS and COA in Basic Law Enforcement Academy. It is a two week, 80 hour class that is meant to be an orientation for those who are interested in applying for the P.O.S.T. academy. The goal of this course is to introduce students to the full

academy who may not know what the course will be like.

The Curriculum Committee stressed that a new proposal for the permanent version of this course will need to be created as soon as

possible so it may begin undergoing the approval process.

B. Reactivated Courses: ESL N100A, ESL N100B, ESL N100C, ESL N100D

M. Bowen presented the reactivated courses for first reading.

Motion by: P. Sezzi Seconded by: A. Kolesnik

Discussion: K. Harrison introduced the courses and spoke of how many students

at the Ventura College Santa Paula location as well as those taking Ventura College night classes would be better served with noncredit courses in reading and writing to supplement their education. The goal of these courses is to build a noncredit certificate to supplement

student education.

Final resolution: Approved

Yes: M. Bowen, C. Branciforte, T. Dalton, M. Eliot, J. Garner, J. Guelcher, A.

Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi

C. Revised Program: AS in Basic Law Enforcement Academy, COA in Basic **Law Enforcement Academy**

M. Bowen presented the revised programs for first reading.

Motion by: R. Petitfils Seconded by: D. Newcomb

Discussion: These programs are being revised at the request of the California

Community Colleges Chancellor's Office.

Final resolution: Approved

M. Bowen, C. Branciforte, T. Dalton, M. Eliot, J. Garner, J. Guelcher, A. Yes:

Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi

IX. REQUISITES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)

A. New Requisite: POSC V89A

M. Bowen presented the new requisite for the experimental course POSC V89A for approval.

Motion by: P. Sezzi Seconded by: A. Kolesnik

Discussion: K. Schrader explained that these requisites are added due to the

extensive requirements of the P.O.S.T. academy. She noted that drug testing and polygraph screening would need to be added to the

requisites.

Final resolution: Approved as amended.

M. Bowen, C. Branciforte, T. Dalton, M. Eliot, J. Garner, J. Guelcher, A. Yes:

Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi

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

A. None

PHILOSOPHY AND GENERAL EDUCATION CURRICULAR PROPOSALS FOR XI. **APPROVAL (Discussion/Action)**

A. GE Classification Rubric still pending...will reschedule new meeting.

XII. **DISCUSSION/INFORMATION (Information or Discussion/Action)**

A. Request(s) for future agenda items

A. Kolesnik requested that we add items regarding: courses needing to be sent to DTRW-I based on the recent changes in DTRW-I; Attendance and fees for the POSC courses in regards to AP 5050 and AP 5070.

XIII. REPORTS (Information)

- A. Co-Chairs
- B. Articulation/C-ID
 - 1. November 2015 & December 2015 C-ID Newsletters (See Attached)

M. Bowen referenced attached C-ID Newsletters and encouraged Curriculum Committee members to keep up-to-date on C-ID news.

2. C-ID Approvals:

M. Bowen congratulated departments on attaining C-ID approval. He also reminded faculty that any CTE courses interested in being approved for C-ID must first be inputted and approved on ASSIST before they can be submitted for C-ID. Please contact M. Bowen with questions regarding CTE C-ID approval.

- a. ECON V01A for C-ID ECON 202
- b. ECON V01B for C-ID ECON 201
- c. HIST V01B for C-ID HIST 180
- d. MATH V38 for C-ID MATH 120
- e. MATH V23 for C-ID MATH 240
- f. ENGL V01B for C-ID ENGL 110 and C-ID ENGL 120
- C. Board of Trustees/ DTRW-I
 - 1. DTRW-I: 12/08/2015; 01/14/2015

M. Bowen referred to an email detailing the suggestions for changes in the courses submitted to DTRW-I on 12/08/2015. He pressed the importance of providing substantial course descriptions and also referenced that courses undergoing nonsubstantial changes will no longer be forwarded to the Board of Trustees.

2. Board of Trustees: 12/08/2015; 01/19/2015

All courses submitted were approved.

- D. Subcommittees/Workgroups
 - 1. None
- E. CurricUNET/Banner/TracDat

M. Bowen solicited a motion to edit the Program and New Course Approval Form to include reactivations that are being treated as new courses and not revisions.

Motion by: D. Newcomb

Seconded by: M. Eliot Discussion: None. Final resolution: Approved

Yes: M. Bowen, C. Branciforte, T. Dalton, M. Eliot, J. Garner, J. Guelcher, D.

Newcomb, R. Petitfils

SLO tracking (DN): D. Newcomb addressed the Curriculum Committee regarding SLO matching in TracDat and CurricuNET. Her team is currently checking all SLOs to ensure they are identical, but was concerned that the SLOs are not matching syllabi. Departments should work to make sure that faculty syllabi have the same SLOs as are in CurricuNET and TracDat.

F. Other

1. Training (if applicable)

M. Bowen adjourned meeting at 4:59 PM.

NEXT MEETING

Tuesday, February 2nd, 2016 - 3:30 PM Multidisciplinary Center West Conference

Room (MCW-312)



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 01/19/16										
		CONSENT AGENDA: COURSES				NONSUBSTANTIAL CHANGES TO CATALOG	ARTIC CHANGES				
						ID=Course ID, T=Title, U=Units, H=Hours, D=Description,					
APPROVED						X=Transfer, F=Fees, FT=Field Trips, R=Repeat, Was=Formerly,	OBJ=Course objectives,				
OROV			CR		PROPOSAL	RS=Record Symbol, EL=Enrollment Limitation, P=Prereq,	CC=Course content,				
<i>b</i> 5,	COURSE ID	COURSE TITLE	NC	UNITS	TYPE	C=Coreq, RP=Recom. Prep.	LC=Lab content	EFFECTIVE REQ DE			
✓		Color and Design: Two-Dimensional Design	CR	3	Revision		OBJ, CC	Fall 2016			
✓		Principles of Food with Lab	CR	3	Revision		LC	Fall 2016			
✓	AES V10	Introdcution to African and Pre-Columbian Art	CR	3	Deletion	Remove from catalog		Fall 2016			
✓	ART V03	Introdcution to African and Pre-Columbian Art	CR	3	Deletion	Remove from catalog		Fall 2016			
✓		Biology of Cardiovascular Disease	CR	3	Deletion	Remove from catalog		Fall 2016			
✓	BIOL V41	Biology of Cancer	CR	3	Deletion	Remove from catalog		Fall 2016			
✓	EAC V13	Holistic Health and Disabilities	CR	1.5	Deletion	Remove from catalog		Fall 2016			
✓	EAC V17	Grief: Death, Loss and Disability	CR	1.5	Deletion	Remove from catalog		Fall 2016			
✓	EAC V19	Learning Strategies and Technology	CR	1.5	Deletion	Remove from catalog		Fall 2016			
✓	EAC V25	Introduction to Dance: Adaptive	CR	1.5	Deletion	Remove from catalog		Fall 2016			
✓	EAC V27	Introduction to Swimming and Aquatic Fitness: Adaptive	CR	1.5	Deletion	Remove from catalog		Fall 2016			
✓	EAC V28	Exploring Multicultural Dance Forms: Adaptive	CR	1.5	Deletion	Remove from catalog		Fall 2016			
✓	<u>LS V01</u>	Assessment of Learning Skills	CR	3	Deletion	Remove from catalog		Fall 2016			
✓		Assessment of Learning Skills Lab	CR	0.5	Deletion	Remove from catalog		Fall 2016			
✓	<u>LS V08</u>	Spelling Improvement	CR	3	Deletion	Remove from catalog		Fall 2016			
✓	MATH V06	Math Summer Bridge	CR	1	Deletion	Remove from Catalog		Fall 2016			
✓	MATH V09	Beginning Mathematics	CR	3	Deletion	Remove from Catalog		Fall 2016			
✓	MUS V05	Musicianship	CR	3	Deletion	Remove from catalog		Fall 2016			
✓	MUS V18	Band	CR	1	Deletion	Remove from catalog		Fall 2016			
✓	MUS V27	Choral Conduction	CR	3	Deletion	Remove from catalog		Fall 2016			
✓	MUS V55A	Beginning Recorder	CR	1.5	Deletion	Remove from catalog		Fall 2016			
✓	MUS V55B	Intermediate Recorder	CR	1.5	Deletion	Remove from catalog		Fall 2016			
✓	SPAN V90	Directed Studies in Spanish	CR	1-6	Deletion	Remove from catalog		Fall 2016			
		CONSENT AGENDA: PROGRAMS									
APPROVED											
ORRO"			CR		PROPOSAL						
	AWARD TYPE	DISCIPLINE:TITLE	NC	UNITS	TYPE	COMMENTS		EFFECTIVE			
Х	None										

	Ventura College Curriculum Committee										
	Curricular Proposals for 01/19/16										
		SECOND READING: COURSES				SUBSTANTIAL CHANGES TO CATALOG	ARTIC CHANGES				
						ID=Course ID, T=Title, U=Units, H=Hours, D=Description,					
(2)						X=Transfer, F=Fees, FT=Field Trips, R=Repeat, Was=Formerly,	OBJ=Course objectives,				
080Ar			CR			RS=Record Symbol, EL=Enrollment Limitation, P=Prereg,	CC=Course content,				
RP ROVED	COURSE ID	COURSE TITLE	NC		PROPOSAL TYPE	C=Coreq, RP=Recom. Prep.	LC=Lab content	EFFECTIVE REQ DE	ВоТ		
✓	BUS V94	Professional Reception-Business Office Skills	CR	4	Revision	T, D	OBJ, CC	Fall 2016			
	AES V30										
	(Same as										
✓	ENGL V06B)	Reading Multicultural Literature	CR	3	Deletion	Remove from Catalog		Fall 2016			
✓	ART V38	Landscape Painting	CR	3	Deletion	Remove from Catalog		Fall 2016			
✓	ART V48	Introduction to Printmaking	CR	3	Deletion	Remove from Catalog		Fall 2016			
✓		Computers and Computer Literacy	CR	3	Deletion	Remove from Catalog		Fall 2016			
✓	<u>CS V20</u>	Beginning Visual Basic	CR	3	Deletion	Remove from Catalog		Fall 2016			
✓	DANC V06B	Dance Pegagogy II	CR	3	Deletion	Remove from Catalog		Fall 2016			
✓		Design Animation and Modeling	CR	2	Deletion	Remove from Catalog		Fall 2016			
✓		AutoCAD Job Training Program	CR	4	Deletion	Remove from Catalog		Fall 2016			
	ENGL V06B										
	(Same as AES										
✓	<u>V30)</u>	Reading Multicultural Literature	CR	3	Deletion	Remove from Catalog		Fall 2016			
✓		Individualized Reading	CR	1	Deletion	Remove from Catalog		Fall 2016			
✓	ESL V12	English Proficiency for Citizenship	CR	1.5	Deletion	Remove from Catalog		Fall 2016			
✓	ESL V17A	Communication Skills I	CR	1.5	Deletion	Remove from Catalog		Fall 2016			
✓	ESL V17B	Communication Skills II	CR	1.5	Deletion	Remove from Catalog		Fall 2016			
✓	ESL V18A	Communicative Grammar 1	CR	1.5	Deletion	Remove from Catalog		Fall 2016			
✓	ESL V18B	Communicative Grammar II	CR	1.5	Deletion	Remove from Catalog		Fall 2016			
✓	ESL V19A	Interactive Pronunciation I	CR	1.5	Deletion	Remove from Catalog		Fall 2016			
✓	ESL V19B	Interactive Pronunciation II	CR	1.5	Deletion	Remove from Catalog		Fall 2016			
✓		Music Theory VII: Eighteenth Century Counterpoint	CR	3	Deletion	Remove from Catalog		Fall 2016			
✓	MUS V55C	Advanced Recorder	CR	1.5	Deletion	Remove from Catalog		Fall 2016			
✓	MUS 57A	Early Music Ensemble	CR	1	Deletion	Remove from Catalog		Fall 2016			
✓	MUS V57B	Advanced Early Music Ensemble	CR	1	Deletion	Remove from Catalog		Fall 2016			
✓	MUS V61A	Recorder Choir	CR	1	Deletion	Remove from Catalog		Fall 2016			
✓	MUS V61B	Advanced Recorder Choir	CR	1	Deletion	Remove from Catalog		Fall 2016			
✓	POLS V30	Lectures in International and Global Studies	CR	0.5	Deletion	Remove from Catalog		Fall 2016			
Pulled	PSY V01SL	Introduction to Psychology: Service Learning	CR	0.5	Deletion	Remove from Catalog		Fall 2016			
Pulled	PSY VO2SL	Personal Growth and Social Awareness: Service Learning	CR	0.5	Deletion	Remove from Catalog		Fall 2016			
Pulled	SPAN VO4S	Spanish Heritage Language II	CR	5	Deletion	Remove from Catalog		Fall 2016			
✓	<u>SS V02</u>	Study Skills: Preparation for Academic and Vocational Courses	CR	3		Remove from Catalog		Fall 2016			
√	<u>SS V04</u>	Expert Learner II	CR	2	Deletion	Remove from Catalog		Fall 2016	\sqcup		
✓	WEL N94	Welding Specialty	NC	0	Deletion	Remove from Catalog		Fall 2016			

	Ventura College Curriculum Committee											
	Curricular Proposals for 01/19/16											
		SECOND READING: PROGRAMS			·							
RP PROVED	AWARD TYPE	PRIMARY DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS		EFFECTIVE	ВоТ			
X	None											
	l	FIRST READING: COURSES				SUBSTANTIAL CHANGES TO CATALOG	ARTIC CHANGES					
APPROVED			CR	UNITS	PROPOSAL	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,	OBJ=Course objectives, CC=Course content,					
	COURSE ID	COURSE TITLE	NC		TYPE	C=Coreq, RP=Recom. Prep.	LC=Lab content	EFFECTIVE REQ DE	ВоТ			
		Orientation for P.O.S.T. Regular and Modular Academy	CR	3.5	New	Add to catalog	001.00.10	Fall 2016 X				
		Beginning Non-Credit ESL	NC	0	Reactivation	Add to catalog	OBJ, CC, LC	Fall 2016	X			
	ESL N100B ESL N100C	High Beginning Non-Credit ESL Intermediate Non-Credit ESL	NC	0	Reactivation Reactivation	Add to catalog	OBJ, CC, LC	Fall 2016 Fall 2016	X			
	ESL N100C	High Intermediate Non-Credit ESL	NC NC	0	Reactivation	Add to catalog Add to catalog	OBJ, CC, LC OBJ, CC, LC	Fall 2016	X			
•	ESL N100D	High intermediate Non-Credit ESE	INC	U	Reactivation	Add to Catalog	OBJ, CC, LC	Fall 2010				
		FIRST READING: PROGRAMS										
R.P.R.OVED	AWARD TVDE		CR NC	LINUTS	PROPOSAL TYPE	COMMISSITS		FFFFGTNG	D. T			
∀	AWARD TYPE AS	PRIMARY DISCIPLINE:TITLE Basic Law Enforcement Academy	CR	UNITS 35.5	Revision	COMMENTS Added POSC V89A due to CCCCO Request		EFFECTIVE Fall 2016	BoT X			
✓		Basic Law Enforcement Academy	CR	35.5	Revision	Added POSC V89A due to CCCCO Request		Fall 2016	X			
	COA	basic law Emorcement Academy	CIX	33.3	REVISION	Added FOSC VOSA due to ecceo nequest		1 811 2010				
		REQUISITE APPROVALS										
APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	REQUISITE TYPE	REQUISITE TEXT	SOURCE	EFFECTIVE				
✓	POSC V89A	Orientation for P.O.S.T. Regular and Modular Academy	CR	3.5	New	Enrollment Limitation: Application form; reading and writing assessment; fingerprint check (DOJ); criminal history; driver's history; medical screening; psychological screening and interview; POST physical agility test; POST background check; citizenship: a citizen of the United States or a resident alien who is eligible for and has applied for citizenship; and at least 18 years of age.	First reading: Courses	Fall 2016				

	Ventura College Curriculum Committee									
	Curricular Proposals for 01/19/16									
		DISTANCE EDUCATION APPROVALS	,							
SPROVED										
28 PLO			CR							
by.	COURSE ID	COURSE TITLE	NC	NEW/REV	DE TYPE	SOURCE	EFFECTIVE			
X	None									
		** END OF LIST **								