



Curriculum Committee Agenda

Multidisciplinary Center West Conference Room (MCW-312)

May 3rd, 2016 at 3:30pm

ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2017 UNLESS OTHERWISE NOTED.

Called to order at 3:34 PM

I. ROLL CALL (Quorum is 8 out of 14 voting members)

VOTING MEMBERS		P=Present A=Absent				
Faculty co-chair/ Artic. Officer	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			
CTE Division	Debbie Newcomb	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Vacant	<input type="checkbox"/> P	<input type="checkbox"/> A
Athletics, HED, KIN Division	Nancy Fredrickson	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Vacant	<input type="checkbox"/> P	<input type="checkbox"/> A
Social Sciences & HUM Division	David Young	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Ara Khanjian	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A
English & COMM Division	John Guelcher	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Kelly Peinado	<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 type="checkbox"/> P	<input checked="" type="checkbox"/> A	Jennifer Garner	<input type="checkbox"/> P	<input checked="" 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 checked="" type="checkbox"/> A
Technical Review Chair	Ryan Petitfils	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
NON-VOTING MEMBERS						
CIO co-chair (Interim)	Kimberly Hoffmans	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
ASVC Rep.	vacant	<input type="checkbox"/> P	<input type="checkbox"/> A			
Dean	Will Cowen	<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 type="checkbox"/> P	<input checked="" type="checkbox"/> A	Kathleen Schrader	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
Dean	Lynn Wright	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	Raeann Koerner	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
Dean	Karen Engelsen	<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	Katie Owashi	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Registrar	Arlene Reed	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A			

Guests: Dan Clark (Voting member for Jennifer Garner), Nathan Cole (THA),

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

M. Bowen called for a motion to approve the agenda with amendments.

Motion by: N. Fredrickson

Seconded by: K. Peinado

Discussion: ART V01 was added to First Reading area for C-ID approval.
ENGL V01A had CC and OBJ changes since the agenda was sent out.

Final resolution: Approved

Yes: M. Bowen, T. Dalton, N. Fredrickson, J. Guelcher, A. Khanjian,
A. Kolesnik, D. Newcomb, K. Peinado, R. Petitfils, P. Sezzi,
D. Young

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

K. Hoffmans gave kudos to the entire committee for the hard work on getting curriculum approved this year.

IV. APPROVAL OF MINUTES: April 5th, 2016 (Discussion/Action)

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

Motion by: D. Newcomb

Seconded R. Petitfils

by:

Discussion: *None.*

Final Approved

resolution:

Yes: M. Bowen, T. Dalton, N. Fredrickson, J. Guelcher, A. Khanjian,
A. Kolesnik, D. Newcomb, K. Peinado, R. Petitfils, P. Sezzi, D. Young

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

A. Minimum Qualification Changes (Discussion/Action)

M. Bowen addressed the issue that there is currently no official process for minimum qualification changes in CORs. A. Kolesnik expressed concern that Academic Senate had not yet given the Curriculum Committee approval to weigh in on minimum qualifications. After more discussion, the committee decided that they would approve the minimum qualification decision for today based on necessity, but A. Kolesnik would take it to Academic Senate for further review and approval.

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

A. Course Deletions: DANC V06A, DANC V06C

B. Course Updates: ENGL V01A, ANTH V01L, ATEW N103

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

Motion by: D. Newcomb

Seconded by: N. Fredrickson

Discussion: *None.*

Final resolution: Approved

Yes: M. Bowen, T. Dalton, N. Fredrickson, J. Guelcher, A. Khanjian, A.
Kolesnik, D. Newcomb, K. Peinado, R. Petitfils, P. Sezzi, D. Young

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.

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

A. New Courses: ART V58A, ART V58B

M. Bowen presented the new courses for second reading approval.

Motion by: D. Young

Seconded by: R. Petitfils

Discussion: *None.*

Final resolution: Approved

Yes: M. Bowen, T. Dalton, N. Fredrickson, J. Guelcher, A. Khanjian, A. Kolesnik, D. Newcomb, K. Peinado, R. Petitfils, P. Sezzi, D. Young

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

A. New Courses: DM V28*, DM V28L*, THA V02C, THA V02D, THA V03A, THA V07A, THA V08, THA V11C, THA V11D, THA V13C, THA V13D, THA V28

M. Bowen presented the new curricular proposals for first reading. Please note that courses indicated with an asterisk will be considered for first and second reading.

Motion by: J. Guelcher

Seconded by: N. Fredrickson

Discussion: *None.*

Final resolution: Approved –DM V28 and DM V28L approved for first and second reading.

Yes: M. Bowen, T. Dalton, N. Fredrickson, J. Guelcher, A. Khanjian, A. Kolesnik, D. Newcomb, K. Peinado, R. Petitfils, P. Sezzi

B. Revised Courses: ART V01, BIOL V30 (same as BIOT V30), BIOT V30 (same as BIOL V30), ENGL V01A, THA V01, THA V02A, THA V02B, THA V11A, THA V11B, ~~THA V10A~~ THA V13A, ~~THA V10B~~ THA V13B

M. Bowen presented the revised curricular proposals for first reading.

Motion by: R. Petitfils

Seconded by: D. Newcomb

Discussion: *None.*

Final resolution: Approved

Yes: M. Bowen, T. Dalton, N. Fredrickson, J. Guelcher, A. Khanjian, A. Kolesnik, D. Newcomb, K. Peinado, R. Petitfils, P. Sezzi, L. Wintermeyer

C. New Program: AS-T Public Health Science

M. Bowen presented the new curricular program for first reading.

Motion by: N. Fredrickson

Seconded by: L. Wintermeyer

Discussion: *None.*

Final resolution: Approved

Yes: M. Bowen, T. Dalton, N. Fredrickson, J. Guelcher, A. Khanjian, A. Kolesnik, D. Newcomb, K. Peinado, R. Petitfils, P. Sezzi, L. Wintermeyer

*** Undergoing 1st and 2nd reading**

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

A. New: DM V28, DM V28L, THA V02C, THA V02D, THA V11C, THA V11D, THA V13C, THA V13D

B. Review: THA V02B, ~~THA V10A~~ THA V13A

C. Revised: BIOL V30, BIOT V30, ENGL V01A, THA V11A, THA V11B, ~~THA V10B~~ THA V13B,

M. Bowen presented the requisite proposals for approval.

Motion by: R. Petitfils

Seconded by: D. Newcomb

Discussion: *Concern was raised over some inconsistencies with the Theatre courses. Because of the inconsistency between corequisites and recommended preparations between THA V02C, V02D, and V14, it was recommended that the wording be changed to be more inclusive for students who are interested in taking the course.*

Final resolution: Approved

Yes: M. Bowen, T. Dalton, N. Fredrickson, J. Guelcher, A. Khanjian, A. Kolesnik, D. Newcomb, K. Peinado, R. Petitfils, P. Sezzi, L. Wintermeyer

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

A. New: ~~ART V01~~, HIST V04B, THA V01, THA V02A, THA V02B, THA V02C, THA V02D, THA V03A, THA V07A, THA V08, THA V28

B. Review: ENGL V01A

M. Bowen presented the distance education proposals for approval.

Motion by: A. Kolesnik

Seconded by: R. Petitfils

Discussion: *ART V01 was removed from consideration.*

Final resolution: Approved

Yes: M. Bowen, T. Dalton, N. Fredrickson, J. Guelcher, A. Khanjian, A. Kolesnik, D. Newcomb, K. Peinado, R. Petitfils, P. Sezzi, L. Wintermeyer

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

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

A. Curriculum Committee year end self-evaluation summary

Highlights of the year end self-evaluation included:

-Accomplishments: approval of curriculum, following Roberts rules of order, formalizing GE process.

-Goals: deal with backlog, learn more about Associate Degrees for Transfer (ADTs), Distance Education and Student Learning Outcomes changes fast-tracked, assistance with ADT and C-ID alignment, knowledge and training of committee members, accreditation, workload of committee,

-Overall comments: more training that includes how to effectively review a course, and more information on PCAH, including the upcoming new edition.

B. AY 16-17 Curriculum Committee Calendar (see attachment)

C. Request(s) for future agenda items

D. Newcomb is interested in an efficient and accurate process for tracking Proficiency Award completions. She would also like to discuss who is maintaining the Credit by Examination list.

XIII. REPORTS (Information)

A. Co-Chairs

B. Articulation/C-ID

1. C-ID Approvals

- a. **MUS V02DL for MUS 155**
- b. **MUS V10 for MUS 180**
- c. **MUS V12 for MUS 180**
- d. **MUS V17 for MUS 180**
- e. **MUS V31A for MUS 160**
- f. **MUS V31B for MUS 160**
- g. **MUS V31C for MUS 160**
- h. **MUS V31D for MUS 160**
- i. **MUS V31E for MUS 160**
- j. **MUS V31F for MUS 160**
- k. **MUS V31H for MUS 160**
- l. **POLS V03 for POLS 150**

2. CIAC Report

PCAH 6th edition-Program and Course Approval Handbook coming out this summer. The document will be split into different subsections.

C. Board of Trustees/ DTRW-I

1. DTRW-I: 04/12/16

2. Board of Trustees: 04/12/16, 05/10/16

D. Subcommittees/Workgroups

E. CurricUNET/Banner/TracDat

CURRICULUM

F. Other



DEADLINE
for effective date of Fall 2018
MAY 1, 2017
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
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