



Curriculum Committee Minutes

Multidisciplinary Center West Conference Room (MCW-312)

November 3, 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) 3:35 PM

VOTING MEMBERS		P=Present A=Absent				
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 type="checkbox"/> P	<input checked="" 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	vacant	<input type="checkbox"/> P	<input type="checkbox"/> A
English & COMM Division	Gabe Arquilevich	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	John Guelcher	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
Librarian	Peter Sezzi	<input type="checkbox"/> P	<input checked="" 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 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			
Assistant Dean	Karen Engelsen	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A			
ASVC Rep.	Adrian Ponce	<input checked="" 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 type="checkbox"/> P	<input checked="" type="checkbox"/> A	Raeann Koerner	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
Dean	Kathleen Schrader	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	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	Katie Owashi	<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: Sharon Oxford (DE), Diana Hall (CD), Mark Wenzel (POLS)

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

M Bowen called for a motion to adopt the agenda as amended

Motion by: G. Arquilevich

Seconded by: D. Newcomb

Discussion: Motion was amended because minor corrections were made to the course list.

Final resolution: Approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, J. Garner, P. King, A. Kolesnik, D. Newcomb, R. Petitfils, D. Young

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

None.

IV. APPROVAL OF MINUTES: October 20, 2015 (Discussion/Action)

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

Motion by: R. Petitfils

Seconded by: A. Kolsenik

Discussion: None

Final resolution: Approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, J. Garner,
P. King, A. Kolesnik, D. Newcomb, R. Petitfils, D. Young

Abstain Debbie Newcomb

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

A. Curriculum Committee Bylaws Charter Amendment Proposals (Discussion/Action)

1. Student Learning Outcomes (SLOs) position

M. Bowen proposed a motion to approve that the SLO position on the Curriculum Committee could serve as both the SLO representative on the Curriculum Committee as well as a divisional representative.

Motion by: G. Arquilevich

Seconded by: A. Kolesnik

Discussion: M. Bowen raised a member's concern that if a committee member wanted to serve as the SLO representative on the Curriculum Committee, they would have to forgo their divisional position on the committee. D. Newcomb mentioned the importance of this position right now in reviewing SLOs and ensuring they meet college standards because of looming accreditation.

Final resolution: Approved

Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, J. Garner,
P. King, A. Kolesnik, D. Newcomb, R. Petitfils, D. Young

**2. Distance Education position
*Postponed indefinitely***

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

A. Course Inactivation/Deletions: CHEM V05, CJ V11B (Same as KIN V50B), CJ V15, CJ V29, CJ V41, CJ V42, CJ V45, CJ V46, CJ V47 (Same as CT V47), CT V46, CT V47 (Same as CJ V47), CT V84, HMSV V95, HMSV V96, NS V15, NS V16, NS V75, NS V86

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

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.

Motion to approve amended section: R. Petitfils
Seconded by: A. Kolesnik
Discussion: HMSV 95,96 pulled for separate consideration and motion
Final resolution: Approved as amended
Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, J. Garner,
P. King, A. Kolesnik, D. Newcomb, R. Petitfils, D. Young

M. Bowen presented HMSV V95 and V96 for consideration

Motion by: D. Newcomb
Seconded by: A. Kolesnik
Discussion: A discussion followed regarding blanket SLOs for courses such
as these.
Final resolution: Approved
Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, J. Garner,
P. King, A. Kolesnik, D. Newcomb, R. Petitfils, D. Young

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

A. Course Approvals: EDU V03, POLS V17, POLS V18

*M. Bowen presented the curricular proposals for second reading and called for a
motion to approve collectively.*

Motion by: G. Arquilevich
Seconded by: D. Newcomb
Discussion: A discussion ensued about EDU C-ID proposal. Because EDU
V03 was missing C-ID descriptor on COR, G. Arquilevich
amended his motion to approve the course pending the
addition of C-ID to the COR.
Final resolution: Approved as amended
Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, J. Garner,
P. King, A. Kolesnik, D. Newcomb, R. Petitfils, D. Young

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

A. None

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

A. EDU V03, PHSC V01

M. Bowen presented the curricular proposals for requisite approval.

Motion by: A. Kolesnik
Seconded by: D. Newcomb
Discussion: A. Kolesnik amended his motion to approve pending the
removal of MATH V02 from PHSV V01 as a prerequisite as the
most updated submission has retracted this prerequisite.
Final resolution: Approved as amended.
Yes: G. Arquilevich, M. Bowen, C. Branciforte, T. Dalton, J. Garner,
P. King, A. Kolesnik, D. Newcomb, R. Petitfils, D. Young

- X. **DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL**
(Discussion/Action; see attachment)
- A. None
- XI. **DISCUSSION/INFORMATION (Information or Discussion/Action)**
- A. Request(s) for future agenda items
- XII. **REPORTS (Information)**
- A. **Co-Chairs**
1. [Fall 2015 Curriculum Regional Meeting \(South\)](#)
November 14, 2015 – 9:30 AM to 3:30 PM
Mt. San Antonio College
M Bowen recommended that all committee members interested in attending must sign up soon and be fully committed to attend as there is a cancellation fee.
- B. **Articulation/C-ID**
1. **PHIL V04 approved for C-ID PHIL 110**
M. Bowen noted that PHIL V04 was recently approved for C-ID and the PHIL Associate Degree for Transfer may now be reinstated as soon as practicable. O. Long mentioned there will be no addendum to the catalog, but the counselors are aware that it is now active and that students may apply for this degree if they qualify.
- C. **DTRW-I**
1. **Upcoming meeting on November 12th, 2015**
- D. **Subcommittees/Workgroups**
1. **Philosophy & General Education Workgroup Meeting**
Tuesday, 11/17/15 @ 2:30 PM (before the Curriculum Committee Meeting) in MCW 312
M. Bowen noted there will be a Philosophy and General Education workgroup meeting on 11/17/15 immediately preceding the Curriculum Committee meeting on that date. He asked for suggestions and agenda propositions from anyone who has experience in this workgroup to please e-mail him as this will be his first Philosophy & General Education workgroup meeting.
- E. **CurricuNET/Banner/TracDat**
K. Hoffmans stated that the CCCCCO is in the process of creating their own system to track curriculum and that GoverNET perhaps will not be very responsive to requests because of these changes. She mentioned that this would be a good opportunity to research new programs of this sort.
- F. **Child Development AS/COA Technical Correction**
O. Long noted that there was a minor technical correction made to the Child Development Associate in Science/Certificate of Achievement submission. CD V16 was removed from degree electives and replaced by CD V22.
- G. **Other**
M. Bowen heeded that the committee keep aware of upcoming deadlines. He said that he is aiming to release the Priority One list in January and mentioned that anything on the Priority Two list from last year will be bumped up to Priority

One this year. He suggested that committee members begin discussing this with their departments to keep them ahead of the deadlines.

M. Bowen stated that if there are any courses being submitted to Curriculum Committee solely for Distance Education additions, that the originators e-mail him or Ryan Petitfils so it may be marked as high priority.

K. Hoffmans suggested holding a working meeting to move through some of the courses in the CurricuNET queue. There was some interest and this will be further considered.

M. Bowen adjourned the meeting at 4:46 PM.

NEXT MEETING

Tuesday, November 17th, 2015 - 3:30 PM
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 11/03/15

VENTURA COLLEGE CURRICULUM COMMITTEE										
CURRICULAR PROPOSALS FOR 11/03/15										
CONSENT AGENDA: COURSES										
APPROVED	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
✓	CHEM V05	Quantitative Analysis	CR	4	Deletion	Remove from catalog		Fall 2016		
✓	CJ V11B (Same as KIN V50B*)	Aikido II	CR	1	Deletion	Remove from catalog (*KIN V50B will remain established)		Fall 2016		
✓	CJ V15	Introduction to Principles of Law	CR	3	Deletion	Remove from catalog		Fall 2016		
✓	CJ V29	Legal Aspects of Corrections	CR	3	Deletion	Remove from catalog		Fall 2016		
✓	CJ V41	Basic Complaint Dispatcher Update I	CR	.5	Deletion	Remove from catalog		Fall 2016		
✓	CJ V42	Basic Complaint Dispatcher Update II	CR	.5	Deletion	Remove from catalog		Fall 2016		
✓	CJ V45	Communications Training Officer POST	CR	2.5	Deletion	Remove from catalog		Fall 2016		
✓	CJ V46	Breath Alcohol Testing Device	CR	.5	Deletion	Remove from catalog		Fall 2016		
✓	CJ V47 (Same as CT V47)	Building and Zoning Code Enforcement	CR	3	Deletion	Remove from catalog		Fall 2016		
✓	CT V46	Building Permit Technician	CR	2	Deletion	Remove from catalog		Fall 2016		
✓	CT V47 (Same as CJ V47)	Building and Zoning Code Enforcement	CR	3	Deletion	Remove from catalog		Fall 2016		
✓	CT V84	Construction Skills Training	CR	3	Deletion	Remove from catalog		Fall 2016		
✓	HMSV V95	Human Services Internship I	CR	1-4	Deletion	Remove from catalog		Fall 2016		
✓	HMSV V96	Human Services Internship II	CR	1-4	Deletion	Remove from catalog		Fall 2016		
✓	NS V15	Nursing Science Review	CR	8.5	Deletion	Remove from catalog		Fall 2016		
✓	NS V16	Nursing Science Brief Review	CR	4	Deletion	Remove from catalog		Fall 2016		
✓	NS V75	Nursing Readiness	CR	3	Deletion	Remove from catalog		Fall 2016		
✓	NS V86	Applied Pathophysiology for Nursing	CR	3	Deletion	Remove from catalog		Fall 2016		
CONSENT AGENDA: PROGRAMS										
APPROVED	AWARD TYPE	DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS		EFFECTIVE		
	none									

Ventura College Curriculum Committee

Curricular Proposals for 11/03/15

SECOND READING: COURSES											
APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	PROPOSAL TYPE	SUBSTANTIAL CHANGES TO CATALOG	ARTIC CHANGES	EFFECTIVE	REQ	DE	BoT
✓	EDU V03	Introduction to Elementary Teaching	CR	3	New	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	Fall 2016	x		x
✓	POLS V17	Street Law	CR	3	New	ID number changed from V02 to V03		Fall 2016			x
✓	POLS V18	Introduction to Global Issues	CR	3	New			Fall 2016			x
SECOND READING: PROGRAMS											
APPROVED	AWARD TYPE	PRIMARY DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS		EFFECTIVE			BoT
x	None										
FIRST READING: COURSES											
APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	PROPOSAL TYPE	SUBSTANTIAL CHANGES TO CATALOG	ARTIC CHANGES	EFFECTIVE	REQ	DE	BoT
x	None					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				
FIRST READING: PROGRAMS											
APPROVED	AWARD TYPE	PRIMARY DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS		EFFECTIVE			BoT
x	None										
REQUISITE APPROVALS											
APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	REQUISITE TYPE	REQUISITE TEXT		EFFECTIVE			
✓	EDU V03	Introduction to Elementary Teaching	CR	3	New	Recommended Preparation: ENGL V01A (second reading)		Fall 2016	X		X
✓	PHSC V01	Concepts in Physical Science	CR	4	Revised	Prerequisite: MATH V02 or 1 year of high school geometry with grade of C or better; and MATH V03 or MATH V03A-V03E or MATH V13B or 1 year of high school intermediate algebra (Algebra II) with grade of C or better. (COR approved 10.20.15)		Fall 2016	X	X	

Ventura College Curriculum Committee

Curricular Proposals for 11/03/15

DISTANCE EDUCATION APPROVALS										
APPROVED	COURSE ID	COURSE TITLE	CR NC	NEW/REV	DE TYPE			EFFECTIVE		
x	None									
** END OF LIST **										