



# Curriculum Committee Agenda

Multi-Disciplinary Center–West 312 (MCW-312)

April 4, 2017 at 3:30pm

**ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2018 UNLESS OTHERWISE NOTED.**

- I. ROLL CALL (Quorum is 10 out of 18 voting members)
- II. ADOPTION OF THE PROPOSED AGENDA (Discussion/Action)
- III. GENERAL ANNOUNCEMENTS, INTRODUCTIONS, AND PUBLIC COMMENTS (Information)<sup>1</sup>
  - A. Deadline to submit courses for 2018/2019 Catalog – May 1, 2017
  - B. Tech Review for next year
  - C. SLOs and Old Courses (M. Bowen/D. Newcomb)
  - D. Professional Development College: Curriculum Development  
<http://asccc.org/pdc-online-courses>
- IV. APPROVAL OF MINUTES: March 7, 2017 (Discussion/Action)
- V. POLICY AND PROCESS (Information or Discussion/Action)
  - A. End of year committee evaluation
- VI. CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
  - A. Deletion: COUN V10C
- VII. SECOND READING: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
  - A. New: FILM V07
  - B. Reactivation: FILM V02, FILM V03A, FILM V04, FILM V05
- VIII. FIRST READING:
  - A. CURRICULAR PROPOSALS REQUIRING SECOND READING (Discussion/Action; see attachment)  
None

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<sup>1</sup> 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.

- B. CURRICULAR PROPOSALS NOT REQUIRING SECOND READING (Discussion/Action; see attachment)
  - 1. Revision: COUN V02, EDU V03, GEOL V07, GEOL V11
- IX. ADMINISTRATIVE CHANGES (Discussion/Action)
  - A. Program Revision Approvals
- X. REQUISITES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
  - 1. Review: EDU V03
- XI. DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
  - A. New: GEOL V07, GEOL V11
  - B. Review: COUN V02, EDU V03
- XII. MINIMUM QUALIFICATIONS (Discussion/Action)
  - None
- XIII. PHILOSOPHY AND GENERAL EDUCATION CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action)
  - A. Recommendations for GE Courses:
    - 1. AG V06: Introduction to Plant Science (with Laboratory), 3 units  
**Recommended for A1**
    - 2. FILM V01: Introduction to Media Aesthetics and Cinematic Arts, 3 units  
**Recommended for C1**
  - B. Additional P&GE Meeting scheduled for Tuesday, May 2 at 3:30 pm
- XIV. DISCUSSION/INFORMATION (Information or Discussion/Action)
  - A. Request(s) for future agenda items
- XV. REPORTS (Information)
  - A. Co-Chairs
  - B. Articulation/C-ID
  - C. Board of Trustees/ DTRW-I
  - D. Subcommittees/Workgroups
  - E. ASCCC Curriculum Committee updates

**NEXT MEETING**  
**April 18, 2017—3:30 PM**  
**MCW-312**

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

Ventura College Curriculum Committee

Curricular Proposals for 04/04/2017

CONSENT AGENDA: COURSES													NONSUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
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 <sup>1</sup> , P=Prereq <sup>1</sup> , C=Coreq <sup>1</sup> , RP=Recom. Prep. <sup>1</sup> ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	<a href="#">Discipline</a> <a href="#">* = Masters Required</a>	EFFECTIVE	REQ	DE									
	<a href="#">COUN V10C</a>	Peer Advising: EOPS	CR	1.5	Deletion	Remove from Catalog			Fall 2017											
SECOND READING: COURSES													SUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
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 <sup>1</sup> , P=Prereq <sup>1</sup> , C=Coreq <sup>1</sup> , RP=Recom. Prep. <sup>1</sup> ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	<a href="#">Discipline</a> <a href="#">* = Masters Required</a>	EFFECTIVE	REQ	DE	BOT	GE							
	<a href="#">FILM V07</a>	Audio Production	CR	3	New	Add to Catalog			Fall 2018			X								
	<a href="#">FILM V02</a>	Film Production	CR	3	Reactivation	ID, H, X	CC, LC		Fall 2018	X		X								
	<a href="#">FILM V03A</a>	Non-Linear Editing I	CR	3	Reactivation	ID, H, X	LC		Fall 2018	X		X								
	<a href="#">FILM V04</a>	Documentary Filmmaking	CR	3	Reactivation	ID, H, D, X, R	CC, LC		Fall 2018	X		X								
	<a href="#">FILM V05</a>	Narrative Filmmaking	CR	3	Reactivation	ID, H, D, X, R	CC, LC		Fall 2018		X	X								
FIRST READING: COURSES													SUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
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 <sup>1</sup> , P=Prereq <sup>1</sup> , C=Coreq <sup>1</sup> , RP=Recom. Prep. <sup>1</sup> ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	<a href="#">Discipline</a> <a href="#">* = Masters Required</a>	EFFECTIVE	REQ	DE	BoT	GE							
	<a href="#">COUN V02</a>	Career Exploration and Life Planning	CR	3	Revision	D, X	OBJ, CC		Fall 2018		X									
	<a href="#">EDU V03</a>	Introduction to Elementary Teaching	CR	3	Revision	D	None		Fall 2017	X	X									
	<a href="#">GEOL V07</a>	Geology of National Parks	CR	3	Revision	D	OBJ, CC		Fall 2018		X		X							
	<a href="#">GEOL V11</a>	Introduction to Oceanography	CR	3	Revision	D (comma),	None		Fall 2018		x		X							

**Ventura College Curriculum Committee  
Curricular Proposals for 04/04/2017**

FIRST READING: PROGRAMS											
AWARD TYPE	DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS	ARTIC CHANGES			EFFECTIVE		
	None										
ADMINISTRATIVE CHANGES											
REQUISITE APPROVALS											
COURSE ID	COURSE TITLE	CR NC	UNITS	REQUISITE TYPE	REQUISITE TEXT	SOURCE	EFFECTIVE				
<a href="#">EDU V03</a>	Introduction to Elementary Teaching	CR	3	Review	Recommended Preparation: ENGL V01A	First Reading: Courses	Fall 2017				
DISTANCE EDUCATION APPROVALS											
APPROVED	COURSE ID	COURSE TITLE	CR NC	NEW/REV	DE TYPE	SOURCE	EFFECTIVE				
	<a href="#">GEOL V07</a>	Geology of National Parks	CR	New	Hybrid (1-50% online) Hybrid (51-99% online) Fully Online (100% online)	First Reading: Courses	Fall 2018				
	<a href="#">GEOL V11</a>	Introduction to Oceanography	CR	New	Hybrid (1-50% online) Hybrid (51-99% online) Fully Online (100% online)	First Reading: Courses	Fall 2018				
	<a href="#">COUN V02</a>	Career Exploration and Life Planning	CR	Review	Hybrid (1-50% online) Hybrid (51-99% online) Fully Online (100% online)	First Reading: Courses	Fall 2018				
	<a href="#">EDU V03</a>	Introduction to Elementary Teaching	CR	Review	Hybrid (51-99% online)	First Reading: Courses	Fall 2017				
<b>** END OF LIST **</b>											



# Curriculum Committee Minutes--**DRAFT**

Multidisciplinary Center—West 312 (MCW-312)

Tuesday, March 07, 2017 at 3:30pm

**ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2018 UNLESS OTHERWISE NOTED.**

Called to order:

**I. ROLL CALL (Quorum is 10 out of 18 voting members)**

<b>VOTING MEMBERS</b>		<b>P=Present A=Absent</b>				
Faculty co-chair	Michael Bowen	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Articulation Officer	Thao Brabander	<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			
WED Division	Ellen Rearick	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Eric Irwin	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
SLO Committee Representative	Debbie Newcomb	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Health, KIN, ICA, and Performing Arts Division	Nancy Fredrickson	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Krenly Guzman	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A
Vis. Arts, Behv/Soc Sciences, and Lang Division	Ann Bittl	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Scott Corbett	<input checked="" type="checkbox"/> P	<input checked="" type="checkbox"/> A
English & Math Division	Peter Yi	<input type="checkbox"/> P	<input checked="" 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			
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 Affairs 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			
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 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	David Bransky	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
Dean	Karen Engelsen	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A			
Instructional Data Specialist	Katie Owash	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Instructional Data Specialist	Kelly Denton	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A			
Recorder/Curriculum Technician	Sarah Ayala	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Registrar	Arlene Reed	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			

**Guests:** Gabriel Arquilevich (sub for John Guelcher), Michael Callahan, Sharon Oxford, Mark Pauley

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

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

Motion by: Ryan

Seconded by: Ann

Discussion: Minor Correction – on agenda page under section VII. A, “BUS V01” should be “BUS V07”

Final resolution: Approved

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, E. Rearick, L. Wintermeyer

## III. GENERAL ANNOUNCEMENTS, INTRODUCTIONS, AND PUBLIC COMMENTS (Information)<sup>1</sup>

### A. Report from the Statewide Curriculum Committee Meeting (Information item) – M. Bowen

*Michael attended meeting a few weeks ago. A lot of the meeting revolved around planning the Curriculum Institute Conference this Summer. If you're interested in going, please see Kim Hoffmans.*

*Other meeting points:*

*Chancellor's office new curriculum inventory target is to be available in June*

*CTE – regional consortia should only be recommending programs, not approving them. They are going to decide on a common procedure of recommending programs for the entire state.*

#### **Additional announcements:**

**M. Bowen** - *Program updates have not been happening. An updated list will be sent to departments, and it is unlikely at this date, that the information will make it into the new catalog. Please take this information back to your groups.*

**K. Hoffmans** – *You are encouraged to attend the VC planning retreat on March 31<sup>st</sup>. There's an outside speaker on technology topic scheduled, and there will be information for faculty and staff. Opportunity to get off campus to bond/talk. In the past, faculty representation has been low – please encourage those in your departments to go. It will be at the Ventura Marriott.*

*Enjoy Spring Break next week!*

**S. Oxford** – *Next campus training to learn Canvas starting right after Spring Break*

*Note: At this point, the meeting jumped to section V.B to hear from Mark Pauley*

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#### **IV. APPROVAL OF MINUTES: (Discussion/Action)**

*M. Bowen called for a motion to approve the minutes from the 2/21/17 meeting.*

Motion by: D. Newcomb

Seconded by: R. Petitfils

Discussion: None

Final resolution: Minutes from the 2/21/17 meeting were approved

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, E. Rearick, L. Wintermeyer

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

##### **A. Courses Excluded from Credit By Examination List (Discussion/Action; see attachment) – K. Hoffmans (10 minutes)**

*K. Hoffmans - Thao believes this limits access to students that all courses are not allowable for credit by exam*

*A. Kolesnik – Any course excluded should have justification as to why their course is not appropriate.*

*Do we want to go back to these departments and ask for justification? Yes*

*Email to be sent to departments to review the list, and if they feel their course needs to be on it, they will need to provide written justification.*

*List will not make the 2017/2018 catalog. Alex to put this on the next Academic Senate meeting agenda for discussion and justification criteria.*

*Information regarding what is transferable in this situation would be helpful for discussions. Are there guidelines institutionally on how these exams will be created? Currently up to discipline faculty. When information is sent out – if there was language addressing this, it would be helpful.*

*Defer action until process is finalized. To be brought back to future CC meeting.*

##### **B. Process for New Programs (Discussion/Action; see attachment)**

###### **K. Hoffmans/M. Pauley (15 minutes)**

*M. Pauley: Document specifies a process where information needed and signatures needed are listed in an order/timeline. Information to be gathered first before program is considered for approval.*

*Mark has put together this first draft for inclusion into the curriculum handbook. It has been looked at and approved at BRC. The version of the document included with the agenda attachments is missing the minor addition – Learning Resources, including Tutoring (on last page at the bottom – right before the signing page).*

*K. Hoffmans – This is an effort to try to merge paperwork to streamline the process. Envisioned as a sort of a tech review – bringing in others to have input. Program author can go to one place to speak to everyone regarding the program, rather than going all over the college.*



*Program Advisory Group Chair – Who is that? Most likely Curriculum Chair.*

*This is intended to be a Curriculum-led process.*

*M. Bowen called for a motion to accept recommendations and incorporate them into our Curriculum procedures.*

Motion by: G. Arquilevich moved to accept the proposal as presented and incorporate processes into our procedures

Seconded by: A. Kolesnik

Discussion: K. Hoffmans – Next program/certificate/etc that we work though – please use the document. See if there are any suggested changes. Consider this a pilot program.

Final resolution: Proposal approved to be incorporated into current procedures

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, E. Rearick, L. Wintermeyer

**C. AP 4235 (Discussion/Action; copies to be distributed) – T. Brabander (10 minutes)**

*This AP discusses Credit by Examination. Upon review, there were some “holes” found in existing procedure. Quite a bit of language has been added. If you come across any minor or grammatical errors – please send to Thao.*

*Discussion ensued regarding that it doesn’t specifically state in the AP/BP that this becomes part of GPA units – similar to the wording for “external examinations”*

*M. Bowen recommended that Michael Callahan and Thao update document with regard to grammatical errors and GPA clarifications - and we accept document with those amendments.*

*M. Bowen called for a motion to move AP 4235 forward to the DTRW-I workgroup for review*

Motion by: S. Corbett

Seconded by: A. Kolesnik

Discussion: See notes above

Final resolution: Motion approved

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, E. Rearick, L. Wintermeyer

**D. New time for Curriculum Committee Meeting due to block schedule for Fall (Discussion/Action) – M. Bowen (7 minutes)**

*Block scheduling is about to change. In order for this committee to plan schedules, M. Bowen recommended adopting a new meeting time that is in alignment with the new schedule.*

*M. Bowen called for a motion to resolve that the Curriculum Committee Meetings begin at 2:30*

Motion by: S. Corbett

Seconded by: A. Bittl

Discussion: Board meetings start at 5:30pm and will be moving to new Camarillo DAC office

Alternate time suggestion from 3-4:30 was presented

Amended motion presented (see below)

Final resolution: See below

Yes: See below

Motion by: L. Wintermeyer moved to amend original motion to be “Motion to resolve that the Curriculum Committee Meeting begin at \_\_\_\_\_ time.”

Seconded by: G. Arquilevich

Discussion: Suggestion: 3pm to be the new meeting start time for Fall 2017 (beginning with the August or September meeting)

Final resolution: All in favor of amending the original motion

All in favor of new meeting time for Fall 2017 to be 3pm – 4:40pm.

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, E. Rearick, L. Wintermeyer

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

**A. Updates: BUS V32, SL V10C**

**B. Deletions: ENGL V04A, ENGL V04B**

*M. Bowen called for a motion to approve the Consent Agenda proposals*

Motion by: R. Petitfils

Seconded by: L. Wintermeyer

Discussion: none

Final resolution: Consent Agenda items were approved

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, E. Rearick, L. Wintermeyer

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

**A. BUS V01A, ENGL V12**

*M. Bowen called for a motion to approve the Second Reading proposals*

Motion by: D. Newcomb

Seconded by: R. Petitfils

Discussion: Kim – on spreadsheet: mark ENGL V12 as having to go to the Board with “X”

ENGL to be part of proposed Film Degree. It will NOT be co-listed.

Final resolution: Second Reading courses approved to go to DTRW-I and Board

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, E. Rearick, L. Wintermeyer

**VIII. A. FIRST READING: CURRICULAR PROPOSALS REQUIRING SECOND READING  
(Discussion/Action; see attachment)**

**1. New: FILM V07**

**2. Reactivation: FILM V02, FILM V03A, FILM V04, FILM V05**

**B. FIRST READING: CURRICULAR PROPOSALS FOR APPROVAL THAT WILL NOT UNDERGO A SECOND READING (Discussion/Action; see attachment)**

**1. Revised: GEOG V26 (same as GIS V26), GIS V26 (same as GEOG V26), HS V10**

*M. Bowen called for a motion to approve the First Reading proposals in Item A (courses requiring second reading)*

Motion by: A. Bittl

Seconded by: L. Wintermeyer

Discussion: Is there going to be a Film V03B course? Ann – yes.

Reactivations going to the Board due to the changes being made

Recommendation – reconsideration of MQs for Film V07

Recommendation - Film V07 course needs to add lecture to match C-ID (should be 3 lecture, 0 lab)

Final resolution: Approved for first reading with the intent that the courses discussed be updated before 2<sup>nd</sup> reading.

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, E. Rearick, L. Wintermeyer

*M. Bowen called for a motion to approve the First Reading proposals in Item B (courses not requiring second reading)*

Motion by: R. Petitfils

Seconded by: D. Newcomb

Discussion: Courses are not new co-listings.

GEOG V26 – random phrases/questions in Course Report that need deleting

Final resolution: Courses approved

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, E. Rearick, L. Wintermeyer

**IX. ADMINISTRATIVE CHANGES (Discussion/Action)**

**A. Minimum Qualifications changing to “Agriculture” in AG V10, AG V11, AG V12, AG V13, AG V14**

**B. FILM V01 – changes made to go back to DTRW-I**

*M. Bowen called for a motion to approve Administrative Changes*

Motion by: T. Brabander

Seconded by: A. Kolesnik

Discussion: Suggestion - Change outside assignment hours for FILM V01. Lab box needs to be unchecked

Final resolution: Approved MQ items and course item (with adjustment to FILM V01)

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, E. Rearick, L. Wintermeyer

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

**A. Revised: HS V10**

**B. Review: FILM V02, FILM V03A, FILM V04, FILM V05, SL V10C**

*M. Bowen called for a motion to approve the Requisite proposals*

Motion by: A. Bittl

Seconded by: N. Frederickson

Discussion: None

Final resolution: Requisite Proposals approved

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, E. Rearick, L. Wintermeyer

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

**A. New: BUS V32**

*M. Bowen called for a motion to approve the Distance Education proposals with the intent that course will be implemented in Fall 2017 and not Fall 2018.*

Motion by: S. Corbett

Seconded by: D. Newcomb

Discussion: Department would like course to be expedited to be included for Fall 2017 approval/catalog.

Motion amended – already 2017 on the spreadsheet

Final resolution: Distance Education proposal approved

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, E. Rearick, L. Wintermeyer

**XII. MINIMUM QUALIFICATIONS**

**A. See Administrative Changes (Item IX.A on agenda)**

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

**None**

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

**A. Request(s) for future agenda items**

**XV. REPORTS (Information)**

**A. Co-Chairs**

**B. Articulation/C-ID**

**1. February Newsletter (see attachment) – M. Bowen**

**C. Board of Trustees/ DTRW-I**

**D. Subcommittees/Workgroups**

**1. P&GE Upcoming meeting date set for Tuesday, March 21st at 3:30pm**

**E. CurricUNET/Banner/TracDat**

**F. ASCCC Curriculum Committee updates**

**NEXT MEETING**

**April 4<sup>th</sup>, 2017 - 3:30 PM**

**MCW-312**

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 03/07/2017**

CONSENT AGENDA: COURSES												NONSUBSTANTIAL CHANGES TO CATALOG					ARTIC CHANGES				
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 <sup>1</sup> , P=Prereq <sup>1</sup> , C=Coreq <sup>1</sup> , RP=Recom. Prep. <sup>1</sup> ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE										
✓	<a href="#">BUS V32</a>	Human Resource Management	CR	3	Update	None	None	Business*	Fall 2017								X				
✓	<a href="#">SL V10C</a>	American Sign Language: Advanced	CR	3	Update	None	OBJ, CC	Foreign Languages*	Fall 2018	X											
✓	<a href="#">ENGL V04A</a>	Writing Skills: Level A	CR	3	Deletion	Remove from Catalog			Fall 2017												
✓	<a href="#">ENGL V04B</a>	Writing Skills: Level B	CR	3	Deletion	Remove from Catalog			Fall 2017												
SECOND READING: COURSES												SUBSTANTIAL CHANGES TO CATALOG					ARTIC CHANGES				
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 <sup>1</sup> , P=Prereq <sup>1</sup> , C=Coreq <sup>1</sup> , RP=Recom. Prep. <sup>1</sup> ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BOT	GE								
✓	<a href="#">ENGL V12</a>	Introduction to Media Writing	CR	3	New	Add to Catalog		English*	Fall 2018												
✓	<a href="#">BUS V07A</a>	Business Calculations	CR	<del>2.5</del> 3	Revised	U, H, D	OBJ, CC	Business*	Fall 2018								X				
FIRST READING: COURSES												SUBSTANTIAL CHANGES TO CATALOG					ARTIC CHANGES				
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 <sup>1</sup> , P=Prereq <sup>1</sup> , C=Coreq <sup>1</sup> , RP=Recom. Prep. <sup>1</sup> ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BoT	GE								
✓	<a href="#">FILM V07</a>	Audio Production	CR	3	New	Add to Catalog		Film Studies*	Fall 2018								X				
✓	<a href="#">GEOG V26 (same as GIS V26)</a>	Introduction to Geographic Information Systems Software	CR	2	Revision	H, Was, RS	LC	Geography*	Fall 2018												
✓	<a href="#">GIS V26 (same as GEOG V26)</a>	Introduction to Geographic Information Systems Software	CR	2	Revision	H, Was, RS	LC	Geography*	Fall 2018												
✓	<a href="#">HS V10</a>	Certified Nurse Assistant	CR	6	Revision	H, D, FT, RP EL	OBJ, CC	Nursing* Nursing Science/Clinical Practice	Fall 2018	X											
✓	<a href="#">FILM V02</a>	Film Production	CR	3	Reactivation	ID, H, X	CC, LC	Film Studies*	Fall 2018	X							X				
✓	<a href="#">FILM V03A</a>	Non-Linear Editing I	CR	3	Reactivation	ID, H, X	LC	Film Studies*	Fall 2018	X							X				
✓	<a href="#">FILM V04</a>	Documentary Filmmaking	CR	3	Reactivation	ID, H, D, X, R	CC, LC	Film Studies*	Fall 2018	X							X				
✓	<a href="#">FILM V05</a>	Narrative Filmmaking	CR	3	Reactivation	ID, H, D, X, R	CC, LC	Film Studies*	Fall 2018								X				

\* Proposed 1st and 2nd Reading

**Ventura College Curriculum Committee  
Curricular Proposals for 03/07/2017**

FIRST READING: PROGRAMS												
SUBSTANTIAL CHANGES TO CATALOG												
ARTIC CHANGES												
AWARD TYPE	DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS				EFFECTIVE			
	None											
<b>ADMINISTRATIVE CHANGES</b>												
✓	AG V10	Introduction to Agriculture Business			Update	Minimum Qualifications Change			Fall 2017			
✓	AG V11	Agriculture Sales and Communication			Update	Minimum Qualifications Change			Fall 2017			
✓	AG V12	Agriculture Economics			Update	Minimum Qualifications Change			Fall 2017			
✓	AG V13	Agriculture Computer Applications			Update	Minimum Qualifications Change			Fall 2017			
✓	AG V14	Agriculture Accounting			Update	Minimum Qualifications Change			Fall 2017			
✓	FILM V01	<del>The Knowing Eye: Visual Aspects of Film, Television and Media</del> <i>Introduction to Media Aesthetics and Cinematic Arts</i>			DTRW-I Change	Align with C-ID that designates no lab/3 unit lecture			Fall 2017			
<b>REQUISITE APPROVALS</b>												
COURSE ID	COURSE TITLE	CR NC	UNITS	REQUISITE TYPE	REQUISITE TEXT	SOURCE			EFFECTIVE			
✓	<a href="#">HS V10</a>	Certified Nurse Assistant	CR	6	Revised	<del>Enrollment Limitation: current CPR certification for health-care provider or professional rescuer; from the American Heart Association (BLS Provider) or American Red Cross (Basic Life Support for Health Care Providers), proof of freedom from and immunity to communicable diseases, physical examination demonstrating general good health, fingerprinting, no visible tattoos or visible body piercings except single studs in ear lobes, no acrylic or long nails in clinical settings, and</del> must have a valid social security card to apply to the Department of Health Services for certification. Recommended Preparation: the California Department of Public Health may deny certification to those with criminal records.	First Reading: Courses	Nursing* Nursing Science/Clinical Practice	Fall 2018			
✓	<a href="#">FILM V02</a>	Film Production	CR	3	Review	Recommended Preparation: FILM V01	First Reading: Courses		Fall 2018			
✓	<a href="#">FILM V03A</a>	Non-Linear Editing I	CR	3	Review	Recommended Preparation: FILM V01	First Reading: Courses		Fall 2018			
✓	<a href="#">FILM V04</a>	Documentary Filmmaking	CR	3	Review	Recommended Preparation: FILM V01 Prerequisite: FILM V02	First Reading: Courses		Fall 2018			
✓	<a href="#">FILM V05</a>	Narrative Filmmaking	CR	3	Review	Recommended Preparation: FILM V01 Prerequisite: FILM V02	First Reading: Courses		Fall 2018			
✓	<a href="#">SL V10C</a>	American Sign Language: Advanced	CR	3	Review	Prerequisite: SL V10B or 3 years of high school ASL of equivalent.	Consent Agenda: Courses		Fall 2018			
<b>DISTANCE EDUCATION APPROVALS</b>												
APPROVED	COURSE ID	COURSE TITLE	CR NC	NEW/REV	DE TYPE	SOURCE			EFFECTIVE			
✓	<a href="#">BUS V32</a>	Human Resource Management	CR	New	Hybrid (1-50% online) Hybrid (51-99% online) Fully Online (100% online)	None	Business*		Fall 2017			
<b>** END OF LIST **</b>												