



# Curriculum Committee Agenda

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

September 20<sup>th</sup>, 2016 at 3:30pm

**ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2017 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>
- IV. APPROVAL OF MINUTES: September 6, 2016 (Discussion/Action)
- V. POLICY AND PROCESS (Information or Discussion/Action)
  - A. AP/BP 7211 – Minimum Qualifications/Equivalency (Discussion; see attachment) - A. Kolesnik
  - B. Proposal for assigning courses to disciplines (Discussion; see attachment) – A. Kolesnik, P. Sezzi
- VI. CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
- VII. SECOND READING: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
  - A. Revised Courses: CS V17 (same as MATH V52), MATH V52 (same as CS V17)
- VIII. FIRST READING: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
  - A. New Courses: CD V04L, CD V66L
  - B. Revised Courses: ART 68, CD V03, CD V04, CD V11, CD V14, CD V19, CD V24, CD V28, CD V29, CD V62, CD V65, CD V66, ENGL V01A\*
  - C. Updated Courses: BIOL V32 (same as BIOT V32), BIOT V32 ( same as BIOL V32), BIOL V42 (same as BIOT V42), BIOT V42 (same as BIOL V42), BIOL V90, BUS V38 (same as CD V38), BUS V43, CD V38 (same as BUS V38)

\*proposed first and second reading

<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.

- IX. REQUISITES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**
  - A. BIOL V32 (same as BIOT V32), BIOT V32 (same as BIOL V32), CD V03, CD V04L, CD V11, CD V14, CD V19, CD V24, CD V28, CD V29, CD V62, CD V65, CD V66L, ENGL V01A**
- X. DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**
  - A. New: BUS V38 (same as CD V38), CD V03, CD V24, CD V28, CD V29, CD V38 (same as BUS V38), CD V62, CD V65**
- XI. PHILOSOPHY AND GENERAL EDUCATION CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action)**
  - A. Schedule P&GE Meeting**
- XII. DISCUSSION/INFORMATION (Information or Discussion/Action)**
  - A. Request(s) for future agenda items**
  - B. Simultaneous Program & Course updates in CurricUNET (M. Bowen)**
  - C. Technical Review backlog (R. Petitfils)**
- XIII. REPORTS (Information)**
  - A. Co-Chairs**
  - B. Articulation/C-ID**
    - 1. C-ID Approvals**
      - a. CD V03 for PSY 180**
    - 2. C-ID Newsletter (Michael Bowen; see attachment)**
  - C. Board of Trustees/ DTRW-I**
    - 1. DTRW-I: 09/08/2016 (M. Bowen)**
    - 2. Board of Trustees: 09/13/2016 (A. Kolesnik)**
  - D. Subcommittees/Workgroups**
  - E. CurricUNET/Banner/TracDat**
  - F. ASCCC Curriculum Committee updates**

<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.

**Curricular Proposals for 09/20/2016**

| 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 | EFFECTIVE | REQ | DE |     |  |                                   |  |  |  |               |  |  |  |
|                         | <a href="#">BIOL V42 (same as BIOT V42)</a> | Contemporary Issues in Cell Biology    | CR    | 3     | Update        | None                                                                                                                                                                                                                                                                                                        | None                                                     | Fall 2017 |     |    |     |  |                                   |  |  |  |               |  |  |  |
|                         | <a href="#">BIOT V42 (same as BIOL V42)</a> | Contemporary Issues in Cell Biology    | CR    | 3     | Update        | None                                                                                                                                                                                                                                                                                                        | None                                                     | Fall 2017 |     |    |     |  |                                   |  |  |  |               |  |  |  |
|                         | <a href="#">BUS V38 (same as CD V38)</a>    | Small Business Management              | CR    | 3     | Update        | FT                                                                                                                                                                                                                                                                                                          | CC                                                       | Fall 2017 |     |    | X   |  |                                   |  |  |  |               |  |  |  |
|                         | <a href="#">BUS V43</a>                     | Introduction to International Business | CR    | 3     | Update        | None                                                                                                                                                                                                                                                                                                        | None                                                     | Fall 2017 |     |    |     |  |                                   |  |  |  |               |  |  |  |
|                         | <a href="#">CD V38 (same as BUS V38)</a>    | Small Business Management              | CR    | 3     | Update        | FT                                                                                                                                                                                                                                                                                                          | CC                                                       | Fall 2017 |     |    | X   |  |                                   |  |  |  |               |  |  |  |
| 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 | EFFECTIVE | REQ | DE | BoT |  |                                   |  |  |  |               |  |  |  |
|                         | <a href="#">CS V17 (same as MATH V52)</a>   | Discrete Structures                    | CR    | 3     | Revision      | P                                                                                                                                                                                                                                                                                                           | None                                                     | Fall 2017 | X   |    |     |  |                                   |  |  |  |               |  |  |  |
|                         | <a href="#">MATH V52 (same as CS V17)</a>   | Discrete Structures                    | CR    | 3     | Revision      | P                                                                                                                                                                                                                                                                                                           | None                                                     | Fall 2017 | X   |    |     |  |                                   |  |  |  |               |  |  |  |

**Curricular Proposals for 09/20/2016**

**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 | EFFECTIVE | REQ | DE | BoT |
|----------|-----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|-------|----------------|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|-----------|-----|----|-----|
|          |                                                                 |                                                                                                                  |       |                |               |                                                                                                                                                                                                                                                                                                             |                                                          |           |     |    |     |
|          | <del>CD V64A</del><br><a href="#">CD V04L</a>                   | Observation and Assessment Laboratory                                                                            | CR    | 0.5            | New           | ID                                                                                                                                                                                                                                                                                                          | None                                                     | Fall 2017 | X   |    | X   |
|          | <del>CD V64B</del><br><a href="#">CD V66L</a>                   | Early Childhood Teaching Practicum Lab                                                                           | CR    | 1              | New           | ID                                                                                                                                                                                                                                                                                                          | None                                                     | Fall 2017 | X   |    | X   |
|          | <a href="#">BIOL V32</a><br>(same as <a href="#">BIOT V32</a> ) | Introduction to Methods of Plant Biotechnology & Molecular Biology                                               | CR    | 2              | Revision      | RS, RP                                                                                                                                                                                                                                                                                                      | None                                                     | Fall 2017 | X   |    |     |
|          | <a href="#">BIOT V32</a><br>(same as <a href="#">BIOL V32</a> ) | Introduction to Methods of Plant Biotechnology & Molecular Biology                                               | CR    | 2              | Revision      | P, RP                                                                                                                                                                                                                                                                                                       | None                                                     | Fall 2017 | X   |    |     |
|          | <a href="#">CD V03</a>                                          | Human Development                                                                                                | CR    | 3              | Revision      | D, RP                                                                                                                                                                                                                                                                                                       | OBJ, CC                                                  | Fall 2017 | X   | X  |     |
|          | <a href="#">CD V11</a>                                          | Language and Literacy in Early Childhood Education                                                               | CR    | <del>3</del> 1 | Revision      | U, H, D, FT, RP                                                                                                                                                                                                                                                                                             | OBJ, CC                                                  | Fall 2017 | X   |    | X   |
|          | <a href="#">CD V14</a>                                          | <del>Creative</del> <b>Visual &amp; Performing</b> Arts in Early Childhood Education-<br><b>ECE</b>              | CR    | <del>3</del> 1 | Revision      | T, U, H, D, FT, RP                                                                                                                                                                                                                                                                                          | OBJ, CC                                                  | Fall 2017 | X   |    | X   |
|          | <a href="#">CD V19</a>                                          | <del>Math and Science in Early Childhood Education</del> <b>Science, Technology, Engineering and Math in ECE</b> | CR    | <del>3</del> 1 | Revision      | T, U, H, D, FT, RP                                                                                                                                                                                                                                                                                          | OBJ, CC                                                  | Fall 2017 | X   |    | X   |
|          | <a href="#">CD V24</a>                                          | Child Nutrition, Health and Safety                                                                               | CR    | 3              | Revision      | D, RP                                                                                                                                                                                                                                                                                                       | OBJ, CC                                                  | Fall 2017 | X   | X  |     |
|          | <a href="#">CD V28</a>                                          | <del>Programs</del> <b>Care and Education</b> for Infant <b>Infants</b> and Toddler Care-<br><b>Toddlers</b>     | CR    | 3              | Revision      | T, D, RP                                                                                                                                                                                                                                                                                                    | OBJ, CC                                                  | Fall 2017 | X   | X  |     |
|          | <a href="#">CD V29</a>                                          | Adult Supervision in Child Development <b>Early Childhood Education</b>                                          | CR    | 2              | Revision      | T, D, RP, EL, P, RP                                                                                                                                                                                                                                                                                         | OBJ, CC                                                  | Fall 2017 | X   | X  |     |
|          | <a href="#">CD V62</a>                                          | Principles and Practices in Early Childhood Education                                                            | CR    | 3              | Revision      | D, EL, RP                                                                                                                                                                                                                                                                                                   | OBJ, CC                                                  | Fall 2017 | X   | X  |     |
|          | <del>CD V64A</del><br><a href="#">CD V04</a>                    | Observation and Assessment                                                                                       | CR    | 2.5            | Revision      | ID                                                                                                                                                                                                                                                                                                          | None                                                     | Fall 2017 | x   |    |     |
|          | <del>CD V64B</del><br><a href="#">CD V66</a>                    | Early Childhood Teaching Practicum                                                                               | CR    | 2              | Revision      | ID                                                                                                                                                                                                                                                                                                          | None                                                     | Fall 2017 | X   |    |     |
|          | <a href="#">CD V65</a>                                          | Administration of Early Childhood Education Programs                                                             | CR    | 3              | Revision      | D, RP                                                                                                                                                                                                                                                                                                       | OBJ, CC                                                  | Fall 2017 | X   | X  |     |
|          | <a href="#">ENGL VO1A*</a>                                      | English Composition                                                                                              | CR    | 4              | Revision      | D, P                                                                                                                                                                                                                                                                                                        | OBJ, CC                                                  | Fall 2017 | X   | X  |     |
|          | <a href="#">BIOL V90</a>                                        | Directed Studies in Biology                                                                                      | CR    | 1-6            | Update        | H (CurricuNET only, not COR)                                                                                                                                                                                                                                                                                | None                                                     | Fall 2017 |     |    |     |

\* Proposed 1st and 2nd Reading

**Curricular Proposals for 09/20/2016**

| FIRST READING: PROGRAMS |                                                    |                                                       |       |       |                |                                                                                                                                                                                                                                       |                        |           |  |  | SUBSTANTIAL CHANGES TO CATALOG |  |  |  | ARTIC CHANGES |  |  |
|-------------------------|----------------------------------------------------|-------------------------------------------------------|-------|-------|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------|--|--|--------------------------------|--|--|--|---------------|--|--|
| APPROVED                | AWARD TYPE                                         | DISCIPLINE:TITLE                                      | CR NC | UNITS | PROPOSAL TYPE  | COMMENTS                                                                                                                                                                                                                              | EFFECTIVE              |           |  |  | BoT                            |  |  |  |               |  |  |
|                         | None                                               |                                                       |       |       |                |                                                                                                                                                                                                                                       |                        |           |  |  |                                |  |  |  |               |  |  |
| REQUISITE APPROVALS     |                                                    |                                                       |       |       |                |                                                                                                                                                                                                                                       |                        |           |  |  |                                |  |  |  |               |  |  |
| APPROVED                | COURSE ID                                          | COURSE TITLE                                          | CR NC | UNITS | REQUISITE TYPE | REQUISITE TEXT                                                                                                                                                                                                                        | SOURCE                 | EFFECTIVE |  |  |                                |  |  |  |               |  |  |
|                         | <a href="#">CD V03</a>                             | Human Development                                     | CR    | 3     | New            | Recommended Preparation: ENGL V02 or higher                                                                                                                                                                                           | First Reading: Courses | Fall 2017 |  |  |                                |  |  |  |               |  |  |
|                         | <a href="#">CD V24</a>                             | Child Nutrition, Health and Safety                    | CR    | 3     | New            | Recommended Preparation: ENGL V02                                                                                                                                                                                                     | First Reading: Courses | Fall 2017 |  |  |                                |  |  |  |               |  |  |
|                         | <a href="#">CD V62</a>                             | Principles and Practices in Early Childhood Education | CR    | 3     | New            | Enrollment Limitation: Proof of clear TB test                                                                                                                                                                                         | First Reading: Courses | Fall 2017 |  |  |                                |  |  |  |               |  |  |
|                         | <a href="#">CD V64A</a><br><a href="#">CD V04</a>  | Observation and Assessment                            | CR    | 2.5   | Review         | Corequisite: CD V04L<br>Recommended Preparation: CD V02; and/or ENGL V02; and/or ENGL V06A                                                                                                                                            | First Reading: Courses | Fall 2017 |  |  |                                |  |  |  |               |  |  |
|                         | <a href="#">CD V64A</a><br><a href="#">CD V04L</a> | Observation and Assessment Laboratory                 | CR    | 0.5   | Review         | Corequisite: CD V04<br>Enrollment Limitation: Clear TB Test or clear chest x-ray and Proof of immunizations.<br>Recommended Preparation: CD V02 and/or ENGL V02, and /or ENGL V 06 A                                                  | First Reading: Courses | Fall 2017 |  |  |                                |  |  |  |               |  |  |
|                         | <a href="#">CD V64B</a><br><a href="#">CD V66</a>  | Early Childhood Teaching Practicum                    | CR    | 2     | Review         | Corequisite: CD V 66L<br>Prerequisite: CD V 04 and CD V04L; and CD V62; and CD V63<br>Recommended Preparation: ENGL V02 and/or ENGL V06A<br>Enrollment Limitation: Clear TB Test and Proof of immunizations                           | First Reading: Courses | Fall 2017 |  |  |                                |  |  |  |               |  |  |
|                         | <a href="#">CD V64B</a><br><a href="#">CD V66L</a> | Early Childhood Teaching Practicum Lab                | CR    | 1     | Review         | Corequisite: CD V 66<br>Prerequisite: CD V 04 and CD V04L, and CD V02, and CD V62, and CD V63<br>Recommended Preparation: ENGL V02 and/or ENGL V06A<br>Enrollment Limitation: Clear TB Test or chest X-ray and Proof of immunizations | First Reading: Courses | Fall 2017 |  |  |                                |  |  |  |               |  |  |

**Curricular Proposals for 09/20/2016**

**REQUISITE APPROVALS**

| APPROVED | COURSE ID                                      | COURSE TITLE                                                                                                 | CR NC | UNITS                 | REQUISITE TYPE | REQUISITE TEXT                                                                                                                                                                                                                                                                            | SOURCE                 | EFFECTIVE |  |  |  |
|----------|------------------------------------------------|--------------------------------------------------------------------------------------------------------------|-------|-----------------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------|--|--|--|
|          | <a href="#">BIOL V32</a><br>(same as BIOT V32) | Introduction to Methods of Plant Biotechnology & Molecular Biology                                           | CR    | 2                     | Revision       | Prerequisite and CHEM V20-V20L or high school chemistry with grades C or better.<br><b>Recommended Preparation: CHEM V20 and CHEM V20L and AG V03 or BIOL V23</b> Prerequisite BIOL V30 or BIOT V30 or concurrent enrollment.                                                             | First Reading: Courses | Fall 2017 |  |  |  |
|          | <a href="#">BIOT V32</a><br>(same as BIOL V32) | Introduction to Methods of Plant Biotechnology & Molecular Biology                                           | CR    | 2                     | Revision       | Prerequisite BIOL V30 or BIOT V30 or concurrent enrollment ; Prerequisite and CHEM V20-V20L or high school chemistry with grades of C or better Recommended Preparation: AG V03 or BIOL V23.<br><b>Recommended Preparation: CHEM V20 and CHEM V20L and BIOL V23; BIOL V30 or BIOT V30</b> | First Reading: Courses | Fall 2017 |  |  |  |
|          | <a href="#">CD V11</a>                         | Language and Literacy in Early Childhood Education                                                           | CR    | 1                     | Revision       | Recommended Preparation: CD V62 and CD V63                                                                                                                                                                                                                                                | First Reading: Courses | Fall 2017 |  |  |  |
|          | <a href="#">CD V14</a>                         | <del>Creative</del> <b>Visual &amp; Performing</b> Arts in Early Childhood Education-<br><b>ECE</b>          | CR    | <del>3</del> <b>1</b> | Revision       | <del>Recommended Preparation: CD V62 and CD V63</del>                                                                                                                                                                                                                                     | First Reading: Courses | Fall 2017 |  |  |  |
|          | <a href="#">CD V19</a>                         | Math and Science in Early Childhood Education <b>Science, Technology, Engineering and Math in ECE</b>        | CR    | <del>3</del> <b>1</b> | Revision       | <del>Recommended Preparation: CD V62 and CD V63</del>                                                                                                                                                                                                                                     | First Reading: Courses | Fall 2017 |  |  |  |
|          | <a href="#">CD V28</a>                         | <del>Programs</del> <b>Care and Education</b> for Infant <b>Infants</b> and Toddler Care-<br><b>Toddlers</b> | CR    | 3                     | Revision       | Recommended Preparation: CD V02 or HEC V23 with a grade C or better                                                                                                                                                                                                                       | First Reading: Courses | Fall 2017 |  |  |  |
|          | <a href="#">CD V29</a>                         | Adult Supervision in Child Development <b>Early Childhood Education</b>                                      | CR    | 2                     | Revision       | Prerequisite: CD V64B66 , and<br>Recommended Preparation: <del>current</del> <b>Current</b> teaching experience in a pre-school setting<br><b>Enrollment Limitation: CD V66L</b>                                                                                                          | First Reading: Courses | Fall 2017 |  |  |  |
|          | <a href="#">CD V65</a>                         | Administration of Early Childhood Education Programs                                                         | CR    | 3                     | Revision       | <del>V24 with grade of C or better; CD V61 with grade of C or better; and CD V62 with grade of C or better</del> Entry Skills.                                                                                                                                                            | First Reading: Courses | Fall 2017 |  |  |  |

**Curricular Proposals for 09/20/2016**

**REQUISITE APPROVALS**

|  |                           |                     |    |   |          |                                                                                                                                                             |                        |           |  |  |  |
|--|---------------------------|---------------------|----|---|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------|--|--|--|
|  | <a href="#">ENGL V01A</a> | English Composition | CR | 4 | Revision | Prerequisite: ENGL V02 with grade of C or better or <b>ENGL V03A with grade of C or better</b> , or placement as measured by the college assessment process | First Reading: Courses | Fall 2017 |  |  |  |
|--|---------------------------|---------------------|----|---|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------|--|--|--|

**DISTANCE EDUCATION APPROVALS**

| APPROVED                 | COURSE ID                                | COURSE TITLE                                                                                                  | CR NC                     | NEW/REV                      | DE TYPE                                                  | SOURCE                                                   | EFFECTIVE               |           |  |  |
|--------------------------|------------------------------------------|---------------------------------------------------------------------------------------------------------------|---------------------------|------------------------------|----------------------------------------------------------|----------------------------------------------------------|-------------------------|-----------|--|--|
|                          |                                          | <a href="#">BUS V38</a><br>(same as <a href="#">CD V38</a> )                                                  | Small Business Management | CR                           | New                                                      | Hybrid (1-50%)<br>Hybrid (51-99%)<br>Fully Online (100%) | Consent Agenda: Courses | Fall 2017 |  |  |
|                          | <a href="#">CD V03</a>                   | Human Development                                                                                             | CR                        | New                          | Fully Online (100%)                                      | First Reading: Courses                                   | Fall 2017               |           |  |  |
|                          | <a href="#">CD V24</a>                   | Child Nutrition, Health and Safety                                                                            | CR                        | New                          | Fully Online (100%)                                      | First Reading: Courses                                   | Fall 2017               |           |  |  |
|                          | <a href="#">CD V28</a>                   | <del>Programs <i>Care and Education</i> for Infant <i>Infants</i> and Toddler Care-<br/><i>Toddlers</i></del> | CR                        | New                          | Hybrid (1-50%)                                           | First Reading: Courses                                   | Fall 2017               |           |  |  |
|                          | <a href="#">CD V38 (same as BUS V38)</a> | Small Business Management                                                                                     | CR                        | New                          | Hybrid (1-50%)<br>Fully Online (100%)                    | First Reading: Courses                                   | Fall 2017               |           |  |  |
|                          | <a href="#">CD V62</a>                   | Principles and Practices in Early Childhood Education                                                         | CR                        | New                          | Hybrid (1-50%)<br>Hybrid (51-99%)                        | Consent Agenda: Courses                                  | Fall 2017               |           |  |  |
|                          | <a href="#">CD V29</a>                   | Adult Supervision in Child Development <del>Early Childhood Education</del>                                   | CR                        | New (first time on new form) | Fully Online (100%)                                      | First Reading: Courses                                   | Fall 2017               |           |  |  |
|                          | <a href="#">CD V65</a>                   | Administration of Early Childhood Education Programs                                                          | CR                        | New (first time on new form) | Fully Online (100%)                                      | First Reading: Courses                                   | Fall 2017               |           |  |  |
|                          | <a href="#">ENGL V01A</a>                | English Composition                                                                                           | CR                        | Review                       | Hybrid (1-50%)<br>Hybrid (51-99%)<br>Fully Online (100%) | First Reading: Courses                                   | Fall 2017               |           |  |  |
| <b>** END OF LIST **</b> |                                          |                                                                                                               |                           |                              |                                                          |                                                          |                         |           |  |  |



# Curriculum Committee Minutes -- DRAFT

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

September 06<sup>th</sup>, 2016 at 3:30pm

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

Meeting called to order at 3:32 pm

## 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                                    | Debbie Newcomb             | <input checked="" type="checkbox"/> P | <input type="checkbox"/> A            | Eric Irwin          | <input checked="" type="checkbox"/> P | <input type="checkbox"/> A            |
|                                                 | Ellen Rearick              | <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            | Vacant              | <input 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 type="checkbox"/> A            |
| English & Math Division                         | Peter Yi                   | <input checked="" type="checkbox"/> P | <input type="checkbox"/> A            | Gabriel Arquilevich | <input checked="" type="checkbox"/> P | <input type="checkbox"/> A            |
| Librarian                                       | Peter Sezzi                | <input checked="" type="checkbox"/> P | <input type="checkbox"/> A            |                     |                                       |                                       |
| Sciences Division                               | Chloe Branciforte          | <input type="checkbox"/> P            | <input checked="" 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 Owashi               | <input checked="" type="checkbox"/> P | <input 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: Marta de Jesus (BIOL), Michelle Kone (COUN), Tania DeClerck (SPAN), Sharon Oxford (DE)**

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

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

Motion by: S. Corbett

Seconded by: N. Fredrickson

Discussion: None



Final resolution: Approved

Yes: A. Bittl, M. Bowen, T. Brabander, S. Corbett, T. Dalton,  
N. Fredrickson, J. Garner, K. Guzman, E. Irwin, A. Kolesnik,  
D. Newcomb, K. Peinado, R. Petitfils, E. Rearick, P. Sezzi,  
L. Wintermeyer, P. Yi

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

*S. Corbett requested that any time a prerequisite is changed, it be clearly articulated to the departments as soon as possible, so it is not a surprise to faculty should any issues arise. K. Hoffmans agreed that the committee think more about the processes and how information is disseminated to the campus.*

*M. Bowen welcomed S. Ayala, the new Curriculum Technician, to Ventura College.*

*R. Petitfils reminded faculty members of his September 9<sup>th</sup> course writing workshop! Any faculty interested in writing courses, or interested the status of their course in CurricUNET, please attend! Flyer has been distributed via email.*

### IV. APPROVAL OF MINUTES: August 23, 2016 (Discussion/Action)

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

Motion by: R. Petitfils

Seconded by: J. Garner

Discussion: None

Final resolution: Approved

Yes: A. Bittl, M. Bowen, T. Brabander, S. Corbett, T. Dalton,  
N. Fredrickson, J. Garner, K. Guzman, E. Irwin, A. Kolesnik,  
D. Newcomb, K. Peinado, R. Petitfils, E. Rearick, P. Sezzi,  
L. Wintermeyer, P. Yi

Abstain: D. Newcomb

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

#### A. [Curriculum Committee Handbook](#) (Discussion/Action)

*M. Bowen called for a motion for the Curriculum Committee to support the draft version of the Curriculum Committee Handbook.*

Motion by: S. Corbett

Seconded by: A. Bittl

Discussion: None

Final resolution: Approved

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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.

\* Proposed for first and second reading.

Yes: A. Bittl, M. Bowen, T. Brabander, S. Corbett, T. Dalton,  
N. Fredrickson, J. Garner, K. Guzman, E. Irwin, A. Kolesnik,  
D. Newcomb, K. Peinado, R. Petitfils, E. Rearick, P. Sezzi,  
L. Wintermeyer, P. Yi

*Tom O'Conner—time certain at 3:45 PM, regarding second reading of EMS V01.*

*A brief discussion ensued regarding the purpose of the course and how it will benefit students. There was a question regarding the listed Minimum Qualifications for the course, and T. O'Conner gave an explanation behind the decision..*

*P. Sezzi presented a motion to approve EMS V01 for second reading*

Motion by: P. Sezzi

Seconded by: N. Fredrickson

Discussion: See above.

Final resolution: Approved

Yes: A. Bittl, M. Bowen, T. Brabander, S. Corbett, T. Dalton,  
N. Fredrickson, J. Garner, K. Guzman, E. Irwin, A. Kolesnik,  
D. Newcomb, K. Peinado, R. Petitfils, E. Rearick, P. Sezzi,  
L. Wintermeyer, P. Yi

#### **B. AP/BP 4025 (Discussion/Action)**

*M. Bowen presented AP/BP 4025 with proposed corrections to reflect correct wording from Title 5.*

Motion by: P. Sezzi

Seconded by: L. Wintermeyer

Discussion: *Various changes were recommended to M. Bowen regarding word changes.*

Final resolution: Approved with minor corrections

Yes: A. Bittl, M. Bowen, T. Brabander, S. Corbett, T. Dalton,  
N. Fredrickson, J. Garner, K. Guzman, E. Irwin, A. Kolesnik,  
D. Newcomb, K. Peinado, R. Petitfils, E. Rearick, P. Sezzi,  
L. Wintermeyer, P. Yi

#### **C. Electing next year's faculty co-chair (Discussion) – Michael Bowen**

*M. Bowen reminded the committee that according to the bylaws, a new faculty co-chair must be determined by October for the next 2 year period. Anyone interested in the position should contact K. Hoffmans and S. Ayala.*

#### **D. Minimum Qualifications (Discussion)**

*A. Kolesnik and P. Sezzi are still working on a proposal. It will be submitted first to Academic Senate.*

#### **E. Non-credit minimum qualifications (Discussion) – Kim Hoffmans**

*A discussion took place regarding non-credit Minimum Qualifications (MQs). K. Hoffmans pointed out that the MQs for our non-credit courses do not match what*

*is in the CCCC Minimum Qualification Handbook. K. Hoffmans asked that faculty keep the handbook in mind when establishing MQs.*

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

*None*

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

**A. New Courses: DM V30, DM V30L, DM V34, DM V34L, DM V40, DM V40L, DM V42, DM V42L, DM V44, DM V44L, EMS V01**

**B. Revised Courses: BIOL V23, CT V63, DM V10, DM V10L, DM V12, DM V12L, ITAL V02, MATH V21A, POSC V01A**

**C. New Programs: AA-T Biology; AS Bookkeeping, COA Bookkeeping\***

*M. Bowen presented the curricular proposals for second reading, minus EMS V01 which was already approved. He noted that the COA in Bookkeeping was proposed for first and second reading*

Motion by: A. Bittl

Seconded by: R. Petitfils

Discussion: *A brief discussion ensued regarding adding MATH V46 to the AA-T Biology proposal. M. de Jesus agreed to add the course to the pattern.*

Final resolution: Approved as amended. COA in Bookkeeping was approved for first and second reading.

Yes: A. Bittl, M. Bowen, T. Brabander, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, E. Irwin, A. Kolesnik, D. Newcomb, K. Peinado, R. Petitfils, E. Rearick, P. Sezzi, L. Wintermeyer, P. Yi

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

**A. Revised Courses: CS V17 (same as MATH V52), MATH V52 (same as CS V17), SPAN V04S\***

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

Motion by: P. Sezzi

Seconded by: R. Petitfils

Discussion: *None.*

Final resolution: Approved

Yes: M. Bowen, T. Brabander, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, E. Irwin, A. Kolesnik, D. Newcomb, K. Peinado, R. Petitfils, E. Rearick, P. Sezzi, L. Wintermeyer, P. Yi

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

**A. CS V17 (same as MATH V52), MATH V52 (same as CS V17), SPAN V04S\***

*M. Bowen presented the requisite proposals for approval.*

Motion by: R. Petitfils

Seconded by: G. Arquilevich

Discussion: *None*

Final resolution: Approved

Yes: M. Bowen, T. Brabander, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, E. Irwin, A. Kolesnik, D. Newcomb, K. Peinado, R. Petitfils, E. Rearick, P. Sezzi, L. Wintermeyer, P. Yi

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

**A. SPAN V04S**

*M. Bowen presented the distance education proposal for approval.*

Motion by: J. Garner

Seconded by: P. Sezzi

Discussion: *None*

Final resolution: Approved

Yes: M. Bowen, T. Brabander, S. Corbett, T. Dalton, N. Fredrickson, J. Garner, K. Guzman, E. Irwin, A. Kolesnik, D. Newcomb, K. Peinado, R. Petitfils, E. Rearick, P. Sezzi, L. Wintermeyer, P. Yi

**The rest of the agenda was postponed until the September 20, 2016 Curriculum Committee meeting.**

*Meeting adjourned at 5:06 PM*

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

*None.*

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

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

**B. Military Credit discussion**

*Postponed until next meeting.*

**XIII. REPORTS (Information)**

**A. Co-Chairs**

**B. Articulation/C-ID**

**1. C-ID Approvals**

- C. Board of Trustees/ DTRW-I**
  - 1. DTRW-I: 09/08/2016**
  - 2. Board of Trustees: 09/13/2016**
- D. Subcommittees/Workgroups**
- E. CurricUNET/Banner/TracDat**
- F. ASCCC Curriculum Committee updates**
- G. Other**

**Curricular Proposals for 09/06/2016**

| Curricular Proposals for 09/06/2016 |                           |                                                      |       |       |               |                                                                                                                                                                                                                                                                                                             |                                                          |           |               |    |     |
|-------------------------------------|---------------------------|------------------------------------------------------|-------|-------|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|-----------|---------------|----|-----|
| 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 | EFFECTIVE | REQ           | DE |     |
|                                     | None.                     |                                                      |       |       |               |                                                                                                                                                                                                                                                                                                             |                                                          |           |               |    |     |
| 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 | EFFECTIVE | REQ           | DE | BoT |
| ✓                                   | <a href="#">DM V30</a>    | Truck and Trailer Brake Systems                      | CR    | 2     | New           | Add to catalog.                                                                                                                                                                                                                                                                                             |                                                          | Fall 2017 | X             |    | X   |
| ✓                                   | <a href="#">DM V30L</a>   | Truck and Trailer Brake Systems Laboratory           | CR    | 1.5   | New           | Add to catalog.                                                                                                                                                                                                                                                                                             |                                                          | Fall 2017 | X             |    | X   |
| ✓                                   | <a href="#">DM V34</a>    | Truck Suspension and Steering Systems                | CR    | 2     | New           | Add to catalog.                                                                                                                                                                                                                                                                                             |                                                          | Fall 2017 | X             |    | X   |
| ✓                                   | <a href="#">DM V34L</a>   | Truck Suspension and Steering Systems Lab            | CR    | 1.5   | New           | Add to catalog.                                                                                                                                                                                                                                                                                             |                                                          | Fall 2017 | X             |    | X   |
| ✓                                   | <a href="#">DM V40</a>    | Heating, Ventilation and Air Conditioning (HVAC)     | CR    | 2     | New           | Add to catalog.                                                                                                                                                                                                                                                                                             |                                                          | Fall 2017 | X             |    | X   |
| ✓                                   | <a href="#">DM V40L</a>   | Heating and Air Conditioning Laboratory              | CR    | 1.5   | New           | Add to catalog.                                                                                                                                                                                                                                                                                             |                                                          | Fall 2017 | X             |    | X   |
| ✓                                   | <a href="#">DM V42</a>    | Hydraulic Systems                                    | CR    | 2     | New           | Add to catalog.                                                                                                                                                                                                                                                                                             |                                                          | Fall 2017 | X             |    | X   |
| ✓                                   | <a href="#">DM V42L</a>   | Hydraulic Systems Laboratory                         | CR    | 1     | New           | Add to catalog.                                                                                                                                                                                                                                                                                             |                                                          | Fall 2017 | X             |    | X   |
| ✓                                   | <a href="#">DM V44</a>    | Drive Train - Medium and Heavy Duty Vehicles         | CR    | 2     | New           | Add to catalog.                                                                                                                                                                                                                                                                                             |                                                          | Fall 2017 | X             |    | X   |
| ✓                                   | <a href="#">DM V44L</a>   | Drive Train Lab - Medium and Heavy Duty Vehicles     | CR    | 1.5   | New           | Add to catalog.                                                                                                                                                                                                                                                                                             |                                                          | Fall 2017 | X             |    | X   |
| ✓                                   | <a href="#">EMS V01</a>   | Emergency Medical Responder                          | CR    | 3     | New           | Add to catalog.                                                                                                                                                                                                                                                                                             |                                                          | Fall 2017 |               |    | X   |
| ✓                                   | <a href="#">BIOL V23</a>  | <b>Introduction to</b> Plant Biology                 | CR    | 4     | Revision      | T, D                                                                                                                                                                                                                                                                                                        | OBJ, CC                                                  | Fall 2017 |               |    |     |
| ✓                                   | <a href="#">CT V63</a>    | <b>Reinforced Concrete and Masonry</b> Construction  | CR    | 3     | Revision      | T, D                                                                                                                                                                                                                                                                                                        | OBJ, CC                                                  | Fall 2017 |               |    |     |
| ✓                                   | <a href="#">DM V10</a>    | Diesel Preventive Maintenance                        | CR    | 2     | Revision      | D                                                                                                                                                                                                                                                                                                           | OBJ, CC                                                  | Fall 2017 | X             |    |     |
| ✓                                   | <a href="#">DM V10L</a>   | Diesel Preventive Maintenance Lab                    | CR    | 1.5   | Revision      | D                                                                                                                                                                                                                                                                                                           | LC                                                       | Fall 2017 | X             |    |     |
| ✓                                   | <a href="#">DM V12</a>    | Diesel Electrical/Electronic Systems                 | CR    | 3     | Revision      | D                                                                                                                                                                                                                                                                                                           | CC                                                       | Fall 2017 | X             |    |     |
| ✓                                   | <a href="#">DM V12L</a>   | Diesel Electrical/Electronic Systems Lab             | CR    | 3     | Revision      | D                                                                                                                                                                                                                                                                                                           | LC                                                       | Fall 2017 | X             |    |     |
| ✓                                   | <a href="#">ITAL V02</a>  | Elementary Italian II                                | CR    | 5     | Revision      | D                                                                                                                                                                                                                                                                                                           | OBJ                                                      | Fall 2017 | X             |    |     |
| ✓                                   | <a href="#">MATH V21A</a> | Calculus with Analytic Geometry I                    | CR    | 5     | Revision      | P                                                                                                                                                                                                                                                                                                           | None                                                     | Fall 2017 | X             |    |     |
| ✓                                   | <a href="#">POSC V01A</a> | Orientation for P.O.S.T. Regular and Modular Academy | CR    | 3.5   | Revision      | P                                                                                                                                                                                                                                                                                                           | None                                                     | Fall 2017 | X             |    |     |

**Curricular Proposals for 09/06/2016**

| SECOND READING: PROGRAMS |                                           |                              |  |  |       |       |                |                                                                                                                                                                                                                                                                                                             |  |  |  |                                                          |           | SUBSTANTIAL CHANGES TO CATALOG |     |     |  | ARTIC CHANGES |  |  |  |
|--------------------------|-------------------------------------------|------------------------------|--|--|-------|-------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|----------------------------------------------------------|-----------|--------------------------------|-----|-----|--|---------------|--|--|--|
| APPROVED                 | AWARD TYPE                                | DISCIPLINE:TITLE             |  |  | CR NC | UNITS | PROPOSAL TYPE  | COMMENTS                                                                                                                                                                                                                                                                                                    |  |  |  | EFFECTIVE                                                |           |                                | BoT |     |  |               |  |  |  |
| ✓                        | AA-T                                      | <a href="#">Biology</a>      |  |  | CR    | 35    | New            | ADT required by the CCCC.                                                                                                                                                                                                                                                                                   |  |  |  | Fall 2017                                                |           |                                | X   |     |  |               |  |  |  |
| ✓                        | AS                                        | <a href="#">Bookkeeping</a>  |  |  | CR    | 17.5  | New            | Add to catalog.                                                                                                                                                                                                                                                                                             |  |  |  | Fall 2017                                                |           |                                | X   |     |  |               |  |  |  |
| ✓                        | COA                                       | <a href="#">Bookkeeping</a>  |  |  | CR    | 17.5  | New            | Add to catalog.                                                                                                                                                                                                                                                                                             |  |  |  | Fall 2017                                                |           |                                | 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 | EFFECTIVE | REQ                            | DE  | BoT |  |               |  |  |  |
| ✓                        | <a href="#">CS V17 (same as MATH V52)</a> | Discrete Structures          |  |  | CR    | 3     | Revision       | P                                                                                                                                                                                                                                                                                                           |  |  |  | None                                                     | Fall 2017 | X                              |     |     |  |               |  |  |  |
| ✓                        | <a href="#">MATH V52 (same as CS V17)</a> | Discrete Structures          |  |  | CR    | 3     | Revision       | P                                                                                                                                                                                                                                                                                                           |  |  |  | None                                                     | Fall 2017 | X                              |     |     |  |               |  |  |  |
| ✓ (1st and 2nd reading)  | <a href="#">SPAN V04S*</a>                | Spanish Heritage Language II |  |  | CR    | 5     | Revision       | ID, Was, P                                                                                                                                                                                                                                                                                                  |  |  |  | OBJ, CC                                                  | Fall 2017 | X                              | X   | X   |  |               |  |  |  |
| FIRST READING: PROGRAMS  |                                           |                              |  |  |       |       |                |                                                                                                                                                                                                                                                                                                             |  |  |  |                                                          |           | SUBSTANTIAL CHANGES TO CATALOG |     |     |  | ARTIC CHANGES |  |  |  |
| APPROVED                 | AWARD TYPE                                | DISCIPLINE:TITLE             |  |  | CR NC | UNITS | PROPOSAL TYPE  | COMMENTS                                                                                                                                                                                                                                                                                                    |  |  |  | EFFECTIVE                                                |           |                                | BoT |     |  |               |  |  |  |
|                          | None                                      |                              |  |  |       |       |                |                                                                                                                                                                                                                                                                                                             |  |  |  |                                                          |           |                                |     |     |  |               |  |  |  |
| REQUISITE APPROVALS      |                                           |                              |  |  |       |       |                |                                                                                                                                                                                                                                                                                                             |  |  |  |                                                          |           | SUBSTANTIAL CHANGES TO CATALOG |     |     |  | ARTIC CHANGES |  |  |  |
| APPROVED                 | COURSE ID                                 | COURSE TITLE                 |  |  | CR NC | UNITS | REQUISITE TYPE | REQUISITE TEXT                                                                                                                                                                                                                                                                                              |  |  |  | SOURCE                                                   | EFFECTIVE |                                |     |     |  |               |  |  |  |
| ✓                        | <a href="#">CS V17 (same as MATH V52)</a> | Discrete Structures          |  |  | CR    | 3     | Revision       | Prerequisite: MATH V20; or MATH V04 and MATH V05; <b>or MATH V19</b> ; or placement as measured by the college assessment process.<br>Recommended Preparation: CS V11 or equivalent.                                                                                                                        |  |  |  | First Reading: Courses                                   | Fall 2017 | X                              |     |     |  |               |  |  |  |

\* Proposed 1st and 2nd Reading

**Curricular Proposals for 09/06/2016**

**REQUISITE APPROVALS**

| APPROVAL | COURSE ID                                 | COURSE TITLE                 | CR NC | UNITS | REQUISITE TYPE | REQUISITE TEXT                                                                                                                                                                       | SOURCE                 | EFFECTIVE |   |  |  |
|----------|-------------------------------------------|------------------------------|-------|-------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------|---|--|--|
| ✓        | <a href="#">MATH V52 (same as CS V17)</a> | Discrete Structures          | CR    | 3     | Revision       | Prerequisite: MATH V20; or MATH V04 and MATH V05; <b>or MATH V19</b> ; or placement as measured by the college assessment process.<br>Recommended Preparation: CS V11 or equivalent. | First Reading: Courses | Fall 2017 | X |  |  |
| ✓        | <a href="#">SPAN V04S</a>                 | Spanish Heritage Language II | CR    | 5     | Revision       | Prerequisite: SPAN V 03S or equivalent <b>with a C or better</b>                                                                                                                     | First Reading: Courses | Fall 2017 |   |  |  |

**DISTANCE EDUCATION APPROVALS**

| APPROVED                 | COURSE ID                 | COURSE TITLE                 | CR NC | NEW/REV | DE TYPE                | SOURCE                 | EFFECTIVE |  |  |  |
|--------------------------|---------------------------|------------------------------|-------|---------|------------------------|------------------------|-----------|--|--|--|
| ✓                        | <a href="#">SPAN V04S</a> | Spanish Heritage Language II | CR    | New     | Hybrid (51-99% online) | First Reading: Courses | Fall 2017 |  |  |  |
| <b>** END OF LIST **</b> |                           |                              |       |         |                        |                        |           |  |  |  |



|               |                                                                                                                                                                                                                                              |
|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Book          | VCCCD Administrative Procedure Manual                                                                                                                                                                                                        |
| Section       | Chapter 7 Human Resources                                                                                                                                                                                                                    |
| Title         | AP 7211 Minimum Qualifications and Equivalencies                                                                                                                                                                                             |
| Number        | AP 7211                                                                                                                                                                                                                                      |
| Status        | Active                                                                                                                                                                                                                                       |
| Legal         | California Code of Regulations, Title 5, Section 53400 et seq.<br>California Education Code Section 87001<br>California Education Code Section 87003<br>California Education Code Section 87359<br>California Education Code Section 87743.2 |
| Adopted       | December 14, 2009                                                                                                                                                                                                                            |
| Last Reviewed | May 12, 2015                                                                                                                                                                                                                                 |

**A. Procedure for the ~~Determination of Qualifying Degrees~~ ~~Determination of Qualifying Degrees.~~ ~~(When When Degrees are not specifically Specifically defined Listed in by~~ the *Minimum Qualifications for Faculty and Administrators in California Community Colleges***

1. Committees of faculty evaluate the disciplines listed in the *Minimum Qualifications for Faculty and Administrators in California Community Colleges* that allow for any qualifying degree in a specified area, but that do not specifically list the exact titles of the degrees which qualify (e.g., Biological Sciences, Dance) for the purpose of developing lists of specific degrees meeting the minimum qualification requirements. Composition of these discipline-specific qualification committees consists of two full-time faculty members in the discipline from each college, an Academic Senate President, and a Human Resources Department representative. The committees convene each time the *Minimum Qualifications for Faculty and Administrators in California Community Colleges* is revised and published, or more often as necessary.
2. The Human Resources Department maintains lists approved by the discipline-specific qualifications committee and provides such lists to screening committees as necessary.
3. All screening committees refer to the established lists, as appropriate, when determining if candidates meet the minimum qualification requirements. Screening committees may not consider a degree as qualifying unless it is specifically listed in the *Minimum Qualifications for Faculty and Administrators in California Community Colleges*, or it is determined to qualify under the list developed by the discipline-specific qualification committee(s).

## **B. Procedure for the Predetermination of List of Qualifying Equivalent Degrees**

1. The Academic Senate Presidents meet regularly (minimum once a semester) to determine the disciplines for which lists of degrees that are equivalent to those required by the Board of Governors need to be developed or modified.
2. For each discipline requiring the establishment or modification of such a list, the Academic Senate Presidents will convene a committee consisting of one tenured faculty member in the discipline from each college to develop or revise the list of equivalent degrees, and an Academic Senate President serving in an ex-officio capacity who is responsible for meeting facilitation. When a tenured faculty member is not available, a tenured faculty member in a related discipline may serve on the committee. A related discipline is one that is listed as a qualifying degree in the Minimum Qualifications for Faculty and Administrators in California Community Colleges for that discipline. A minimum of two faculty members and an Academic Senate President must be present for there to be a quorum. The Director of Employment Services may approve exceptions to committee composition as necessary.

Should the discipline exist at only one college, a committee from that college shall convene for the purpose developing or revising the list. The committee shall consist of two tenured faculty members in the discipline and an Academic Senate President serving in an ex-officio capacity who is responsible for meeting facilitation. The Director of Employment Services may approve exceptions to committee composition as necessary.

The committee has the option of conducting business in an asynchronous (email/serial meeting) or synchronous (all members meet and discuss at the same time) meeting format.

3. The Academic Senate Presidents, Executive Vice Presidents/Vice Presidents, and Presidents at the colleges with the discipline, Director of Employment Services, and Vice Chancellor-Human Resources, in that order, review the recommendations of the committee. The aforementioned individuals endorse or deny the recommended equivalent degrees, relying primarily on the advice and judgment of the committee, in accordance with California Education Code section 87359, subdivision (b). The individuals sign the Qualifying Equivalent Degrees form for the purpose of indicating endorsement of the equivalent degrees.

In the event a recommendation is denied at any level of review in the process, the denying individual sends the recommendation back to the previous reviewer for discussion. The final authority to approve the list of equivalent degrees remains with the Board of Trustees or designee.

## **C. Procedure for the Determination of Equivalency**

1. All faculty position announcements state the required minimum qualifications as specified by the Minimum Qualifications for Faculty and Administrators in California Community Colleges, local qualifications, if any, and diversity qualifications, degrees that have been predetermined to be equivalent to the minimum qualifications, and including the possibility of meeting the degree requirements by equivalency.
2. Each fall-semester term, the Human Resources Department identifies the need for specific districtwide equivalency committees for the current hiring cycle following academic year and in consultation with the Academic Senates, establishes such committees. Composition of the committee(s) includes one tenured faculty member in the discipline from each of the colleges in the District who are the only voting members of the committee and, an Academic Senate

President serving in an ex-officio capacity ~~who is , and a Human Resources Department representative~~ responsible for meeting facilitation. A minimum of two faculty members ~~and an~~ the Academic Senate President ~~and the Human Resources Department representative~~ must be present for there to be a quorum. For disciplines in which tenured faculty are not available at all three colleges, a tenured faculty member from a related discipline may be substituted for the tenured faculty member(s) in the discipline. A related discipline is one that is listed as a qualifying degree in the Minimum Qualifications for Faculty and Administrators in California Community Colleges for that discipline. The Director of Employment Services ~~may~~ approves exceptions to the above composition as necessary following consultation with the Academic Senate Presidents.

Should an equivalency be requested in a discipline that exists at only one college, a local college equivalency committee from that college shall convene for the purpose of reviewing the request for equivalency. The committee will consist of two tenured faculty members in the discipline. The Director of Employment Services ~~may~~ approves exceptions to committee compositions as necessary.

~~2.3.~~ No later than two work days ~~F~~ following the closing date of the recruitment and provided a districtwide equivalency meeting has been scheduled, the Human Resources Department forwards the information needed to access the application materials ~~requests for equivalencies for faculty positions to the committee members appropriate districtwide equivalency committee~~ no later than two working days following the closing date of the position and prior to releasing the pool of applicants to the screening committee. The equivalency committee will meet within five working days following the closing date. If the equivalency committee is unable to meet within five work days following the closing date, the Human Resources Department will forward all relevant information to the Academic Senate President who will manage the committee's activities including scheduling any meetings of the committee. The committee has the option of evaluating the requests for equivalency in either an asynchronous or synchronous meeting format. Provided an asynchronous format is utilized, the committee members will review the requests independently and meet only in the event that there is a disagreement. The Human Resources Department will not forward files for applicants who are not requesting an equivalency or for applicants who request in their application an equivalency be considered but fail to attach the Supplemental Questionnaire for Equivalency.

~~3.4.~~ The equivalency committee reviews requests for equivalency and provides recommendations to the Human Resources Department. Recommendations to grant equivalency are forwarded for consideration provided there is a unanimous vote by all committee members present. A ~~L~~ ess than a unanimous vote results in the denial of the equivalency request. The districtwide equivalency committee documents in writing whether the equivalency is recommended or not recommended. on the Declaration of Equivalency Form.

~~4.5.~~ The Human Resources Department ~~forwards all recommended equivalencies to thenotifies the full screening committee(s) for review along with all other completed application materials which applicants were recommended for equivalency.~~

~~5.~~ Applications for candidates not recommended for equivalency are made available to the entire screening committee(s). Committee members may review the equivalency recommendation and challenge any recommendations to deny equivalency. Challenges are taken back to the districtwide equivalency committee for consideration. Upon review, the committee may choose

~~to sustain or modify its initial recommendation.~~

6. The local Academic Senate President, Executive Vice President/Vice President, College President, Director of Employment Services, and Vice Chancellor, ~~Human Resources, Chancellor, and Board of Trustees or designee~~, in that order, review those applicants who are recommended for hire and for whom equivalency is required. The individuals endorse or deny the recommendation for equivalency, relying primarily on the advice and judgment of the equivalency committee, in accordance with California Education Code section 87359, subdivision (b). Individuals sign the Declaration of Equivalency form for the purpose of indicating endorsement of the equivalency.

In the event a recommendation for equivalency is denied at any level of review in the process, the denying individual sends the recommendation back to the previous reviewer for discussion. The final authority to approve the hiring of employees with equivalency remains with the Board of Trustees or designee.

~~6. Representatives of the collective Academic Senates and the Human Resources Department will review the equivalency process after one year, no later than spring 2011, to ensure its effectiveness and adherence to established policy and procedures.~~

See Attachment: Disciplines Unique to a College.

Ventura County Community  
College District Disciplines  
Unique to a College  
Spring 2015

| Course Abbreviation (College) | Title (College)                                           | Discipline/MQ (other areas included in the discipline) (State)                                                                                                                                                                                                              |
|-------------------------------|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Moorpark College</b>       |                                                           |                                                                                                                                                                                                                                                                             |
| EATM                          | Exotic Animal Training and Management                     | Animal Training and Management (Exotic animal training)                                                                                                                                                                                                                     |
| FILM                          | Film Studies                                              | Film Studies                                                                                                                                                                                                                                                                |
| GR                            | Graphic Design                                            | Graphic Arts (Desktop publishing)                                                                                                                                                                                                                                           |
| HUM                           | Humanities                                                | Humanities                                                                                                                                                                                                                                                                  |
| JOUR                          | Journalism                                                | Journalism                                                                                                                                                                                                                                                                  |
| NTS                           | Nutrition Science                                         | Nutritional Science/Dietetics                                                                                                                                                                                                                                               |
| RADT                          | Radiologic Technology                                     | Radiological Technology                                                                                                                                                                                                                                                     |
| <b>Oxnard College</b>         |                                                           |                                                                                                                                                                                                                                                                             |
| AB                            | Automotive Body and Fender Repair                         | Auto Body Technology (Antique and classic auto restoration)                                                                                                                                                                                                                 |
| ADS                           | Addictive Disorders Studies                               | Addiction Paraprofessional Training                                                                                                                                                                                                                                         |
| CRM                           | Culinary Arts & Restaurant Management                     | Culinary Arts/Food Technology (Food service, meat cutting, baking, waiter/waitressing, bartending)<br>Restaurant Management (two separate MQs)                                                                                                                              |
| DA and DH                     | Dental Technology* (*Dental Assisting and Dental Hygiene) | Dental Technology (Dental assisting, dental hygiene)                                                                                                                                                                                                                        |
| ENVT                          | Environmental Control Technology                          | Air Conditioning, Refrigeration, Heating (Solar energy technician)                                                                                                                                                                                                          |
| FT                            | Fire Technology                                           | Fire Technology                                                                                                                                                                                                                                                             |
| PLS                           | Paralegal Studies                                         | Legal Assisting (Paralegal)                                                                                                                                                                                                                                                 |
| <b>Ventura College</b>        |                                                           |                                                                                                                                                                                                                                                                             |
| ARCH                          | Architecture                                              | Architecture                                                                                                                                                                                                                                                                |
| CT                            | Construction Technology                                   | Construction Technology                                                                                                                                                                                                                                                     |
| DRFT                          | Drafting                                                  | Drafting<br>CADD (Computer Aided Drafting/Design), CAD (Computer Aided Design), CAD (Computer Aided Drafting)                                                                                                                                                               |
| MT                            | Manufacturing Technology                                  | Manufacturing Technology (Quality control, process control)                                                                                                                                                                                                                 |
| PM                            | Paramedic Studies                                         | Emergency Medical Technologies                                                                                                                                                                                                                                              |
| WEL                           | Welding                                                   | Welding                                                                                                                                                                                                                                                                     |
| WS                            | Water Science                                             | Environmental Technologies (Environmental hazardous material technology, hazardous material abatement, environmentally conscious manufacturing, waste water pretreatment, air pollution control technology, integrated waste management, water treatment, sewage treatment) |



|               |                                                                                                                                                                                                                                                                                                                              |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Book          | VCCCD Board Policy Manual                                                                                                                                                                                                                                                                                                    |
| Section       | Chapter 7 Human Resources                                                                                                                                                                                                                                                                                                    |
| Title         | BP 7211 MINIMUM QUALIFICATIONS AND EQUIVALENCIES                                                                                                                                                                                                                                                                             |
| Number        | BP 7211                                                                                                                                                                                                                                                                                                                      |
| Status        | Active                                                                                                                                                                                                                                                                                                                       |
| Legal         | <a href="#">California Code of Regulations, Title 5, Section 53400 et seq.</a><br><a href="#">California Education Code Section 87001</a><br><a href="#">California Education Code Section 87003</a><br><a href="#">California Education Code Section 87359</a><br><a href="#">California Education Code Section 87743.2</a> |
| Adopted       | October 13, 2009                                                                                                                                                                                                                                                                                                             |
| Last Reviewed | May 12, 2015                                                                                                                                                                                                                                                                                                                 |

It is the policy of the Ventura County Community College District (District) to provide an opportunity for individuals applying for academic positions within the District to demonstrate their qualifications as presented in the *Minimum Qualifications for Faculty and Administrators in California Community Colleges* or through an equivalency process should the individuals not possess a valid California Community College Teaching Credential appropriate to the discipline.

Review of minimum qualifications for applicants including equivalencies will be done in accordance with established procedure. The procedure will ensure a fair and objective process for determining if an applicant has the equivalent qualifications and is not intended to grant waivers for lack of the required qualifications.

## I. QUALIFICATIONS FOR EMPLOYMENT

**Minimum Qualifications:** Minimum qualifications are established by the Legislature and the Board of Governors in consultation with the Academic Senate of the California Community Colleges. A current list of the Board of Governors' approved Minimum Qualifications for Faculty and Administrators in California Community Colleges is available on the District's website (<http://jobs.vccd.edu>).

**Diversity Qualifications:** In accordance with California Code of Regulations, Title 5, section 53022, job requirements shall include "sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students." These criteria are included in standard language on all District faculty job announcements.

**Local Qualifications:** The District may establish local qualifications which focus on knowledge, skills, and abilities of instructors, counselors, librarians, and other student services faculty. These local qualifications are to be determined by the dean after consultation with faculty in the discipline and in collaboration with the Human Resources Department. The hiring process will focus on ensuring the District selects instructors who can inspire learning and who are experts in the subject matter of the curriculum as well as counselors, librarians, and other instructional and student service faculty who can foster community college effectiveness and who are subject matter experts in their area of specialty.

## II. EQUIVALENCY

### A. Definition

Equivalency, as defined in California Education Code section 87359, California Code of Regulations, Title 5, section 53430, and by the Academic Senate of California Community Colleges, was established to credit those whose preparation is at least equal to the state adopted minimum qualifications as defined in *Minimum Qualifications for Faculty and Administrators in California Community Colleges*. Equivalency for disciplines in which a master's degree is required means equal to a master's degree. In disciplines for which a master's degree is not generally available nor expected as determined by the *Minimum Qualifications for Faculty and Administrators in California Community Colleges*, equivalency means equal to either a required lower level degree, or a combination of degree and experience. Employees approved for an equivalency in a discipline in the District are determined to have met equivalency standards Districtwide. The authority to grant equivalency resides with the Board of Trustees or designee relying primarily on the expertise of the faculty in the discipline utilizing the Board's policy and procedures developed and agreed upon jointly by the Academic Senate(s) and approved by the Board. It does not give the District the authority to waive or lower standards and accept less qualified individuals. Minimum qualifications shall be determined for disciplines, not for courses or subject areas within disciplines. In compliance with the California Community Colleges State Chancellor's Office regulations, "[A] district is not authorized to establish a single course equivalency as a substitute for meeting minimum qualifications in a discipline." The District Board of Trustees or designee will not approve single course equivalencies.

### B. Criteria for Equivalency: Disciplines requiring a master's degree

Equivalency may never mean lesser qualifications than the published minimum qualifications. Equivalency may be granted based upon either of the following:

1. Completion of appropriate coursework: Equivalency may be considered based on a completion of appropriate coursework. In the event an applicant lacks the specific degree or experience listed in the current *Minimum Qualifications for Faculty and Administrators in California Community Colleges*, the applicant must meet one of the following minimum standards:

a. Possess a master's degree in a discipline not specifically listed in the job announcement with 18 semester units of graduate or upper division coursework within the discipline advertised in the job announcement (the bachelor's degree can be in any discipline);

OR

b. Possess a bachelor's degree in the advertised discipline, or in a closely related discipline, plus an additional 30 units of graduate or upper division coursework within the discipline advertised in the job announcement, of which at least 18 must be at the graduate level.

The coursework under either option must be from an "accredited institution" as defined by Title 5, section 53406.

2. Eminence: Eminence and experience are not synonymous, though a candidate with eminence will clearly have significant experience in the field. Eminence, as evidenced by prominence and celebrity, is established by the specific industry and/or community at large. Clear and verifiable eminence in the discipline may be acknowledged by written statements by experts in the discipline and/or evidenced by the production of tangible products (such as published works or invited presentations to discipline-related professional organizations) that would require a depth and breadth of knowledge in the discipline comparable to the degree-level work. Determination of eminence should be based upon a conviction that the candidate, if considered by recognized authorities in the field, would have an eminent reputation. The applicant may provide documentation supporting the status of eminence. The college may also seek other avenues to verify the eminence of the candidate. Eminence alone is not sufficient to grant equivalency. The applicant must provide clear and preponderant evidence of his or her understanding of the principles of teaching and that he or she possesses the skills necessary to teach effectively at the community college level. Recognition of eminence must extend beyond the geographic area of the District.

**C. Criteria for Equivalency: Disciplines in which a master's degree is not generally expected or available, but which require a specific bachelor's or associate degree**

Equivalence for a bachelor's or associate degree may be granted based on completion of related college or university level coursework from an accredited institution. The candidate must possess recent knowledge of the discipline. The coursework and experience required in order to substitute for the listed bachelor's or associate degree is as follows:

- 120 semester units AND two years of occupational experience in the discipline; or
- 60 semester units AND six years of occupational experience in the discipline; or
- 30 semester units or industrial certification AND eight years of occupational experience in the discipline.

Note: Teaching experience in the discipline may be substituted for related occupational experience on a year-for-year basis.

[See Administrative Procedure 7211.](#)



## Course Identification Numbering System (C-ID)

### ANNOUNCEMENTS:

#### C-ID Curriculum Development Team

We are pleased to welcome Amanda Paskey (Cosumnes River College) as the new C-ID Curriculum Director! In addition, please help us to welcome back Robert Cabral (Oxnard College) in the CTE C-ID Director role. Together, the faculty members comprise the C-ID Curriculum Development Team. Please help us welcome them to the C-ID community! We ask that you send email communications to [support@c-id.net](mailto:support@c-id.net) so we can route it to the appropriate people.

#### Discipline Input Group (DIG) Meetings- Fall 2016:

C-ID is hosting discipline input group (DIG) meetings this fall (South – Sept 23 | North – Oct 7). The focus is on the following CTE area to determine the possibility of creating model curriculum:

- Engineering Technology (9/23 and 10/7)
- Digital Media Technology (10/7 | South Location TBD)
- Marketing and Distribution (10/7 | South Location TBD)
- Dental Hygienist (10/7 | South Location TBD)

Please notify your faculty who teach in the above discipline of the DIGs, as this is their opportunity to provide input and feedback on the creation of model curriculum (MC). To find out more information and to register for the events, visit the C-ID.net website, and click under “DIG Meetings”. We are also looking for AOs with CTE experience to volunteer for the meetings. Email [Krystinne@asccc.org](mailto:Krystinne@asccc.org) if you are interested in this volunteer opportunity.

#### 5-Year TMC & Descriptor Review:

Reminder! 10 disciplines are currently undergoing the 5-year review due September 16, 2016:

|                                     |                          |
|-------------------------------------|--------------------------|
| Anthropology                        | Geography                |
| Art History                         | Journalism               |
| Business Administration             | Music (due Nov 20, 2016) |
| Elementary Education (Teacher Prep) | Philosophy               |
| English                             | Spanish                  |

Please be sure to ask your faculty to provide feedback by the due date. Links to the surveys are accessible via the C-ID URLs below:

**TMC:** <https://c-id.net/degreereview.html> (Scroll to the section marked “TMCs Undergoing 5-year Review”)

**Descriptors:** <https://c-id.net/descriptors.html> (Scroll to section marked “Descriptors Undergoing 5-year Review”)

In addition, the following disciplines that began the 5-year review during fall 2015 have completed the review and now have the updated TMC, descriptors, and summary document posted online: Administration of Justice, Early Childhood Education, and Geology.

The Computer Science TMC is also currently vetting through September 30, 2016 - [https://www.surveymonkey.com/r/Revised\\_COMP\\_TMC\\_5-Year\\_Review](https://www.surveymonkey.com/r/Revised_COMP_TMC_5-Year_Review). Please encourage your faculty to leave feedback on the TMC.

#### Studio Arts TMC, List B Descriptors:

The Studio Arts FDRG has finalized the proposal to revise the manner in which the following courses are included in the Studio Arts TMC:

- List B – Studio Arts Breadth: include “Articulation Agreement in the Major” (AAM) as an explicit option for the following descriptors:
  - ARTS 220: Printmaking
  - ARTS 230: Ceramics
  - ARTS 240: Sculpture
  - ARTS 260: Photography
  - ARTS 280: Introduction to Crafts
  - ARTS 281: Introduction to Jewelry or Metalsmithing
  - ARTS 282: Introduction to Fiber Arts

The responses to the proposed changes overwhelmingly favored not removing these courses from the TMC, but supported allowing them to be included through the AAM mechanism. In order to clean up the review process for the descriptors that will now include the AAM notation, C-ID is asking all colleges with submission for those descriptors that are “In-progress” to delete the submissions from the C-ID queue. We will send out further instructions for colleges that currently have approved courses for the List B descriptors.

The remaining descriptors for Studio Arts are still being reviewed by the FDRG. We will notify the field of any changes, updates, or vetting of the descriptors. Please contact [support@c-id.net](mailto:support@c-id.net) if you have any questions.

#### CTE Disciplines Currently Vetting:

The following CTE disciplines are currently vetting descriptors. Please encourage your faculty to participate in the vetting by going to <https://c-id.net/forum.html> and leaving comments and feedback on the draft descriptors.

- Alternative Fuels (1) – due September 16
- Automotive Technology (6) – due September 7
- Licensed Vocational Nursing (2) – due October 10
- Real Estate (11) – due September 16
- Water and Wastewater Technology (7) – due September 16

## CSU CORE RECRUITMENT:

While we welcome and would benefit from additional CSU reviewers in most disciplines, we urgently need additional CSU reviewers to review the indicated descriptors:

AG – Animal Science: 104, 108L, 112L, 116L, 120L, 124L, 128L, 132L, and 136L  
 ENGR: 110, 120, 140B, 140, 140L, 150, and 180  
 FTVE: 100, 105, 110, 120, 125, and 135  
 GLST: 101, 102  
 MATH: 120, 160, and 955  
 SJS: 110, 120, 130  
 THTR: 114

**Please email [support@c-id.net](mailto:support@c-id.net) if you have CCC/CSU faculty recommendations, or are interested in serving!**

## DISCIPLINE UPDATE:

### Food Science:

C-ID is attending a meeting for the Food Science discipline to facilitate work on a draft model curriculum for Food Science and related descriptors. We will notify the listservs once draft documents are available for vetting. Registration for the event will open on September 21 – please visit the DIG page of the C-ID website to register!

### FDRG Updates:

FDRG appointments were recently completed for eight disciplines. The FDRGs will be convened this fall to look at the development of descriptors and Model Curriculum (MC). Be on the lookout for the vetting of descriptors and MC for these disciplines:

- Real Estate
- Medical Assisting
- Health Occupations
- Welding Technology
- Small Business and Entrepreneurship
- Licensed Vocational Nursing
- Office Technology
- Radiologic Technology

C-ID is currently recruiting faculty interested in serving on FDRGs for the following CTE disciplines: Health Information Technology, Water & Wastewater Technology, Machining and Machine Tools, Environmental Control Technology, and Manufacturing and Industrial Technology. If you are interested in being considered to serve on the FDRG for one of these disciplines, please click [here](#).

## COURSES BY DISCIPLINE

As of August 29, 2016, over 18,190 courses have received determinations (total for approved, conditional, and not approved columns), with 15,679 courses receiving a C-ID designation (86% approval rate).

|                                                        |                                                           |                                                           |                                                        |
|--------------------------------------------------------|-----------------------------------------------------------|-----------------------------------------------------------|--------------------------------------------------------|
| Disciplines with < 10 courses in-progress or submitted | Disciplines with 11 – 20 courses in-progress or submitted | Disciplines with 21 – 40 courses in-progress or submitted | Disciplines with > 41 courses in-progress or submitted |
|--------------------------------------------------------|-----------------------------------------------------------|-----------------------------------------------------------|--------------------------------------------------------|

| Discipline                | # Courses | # Approved | # Submitted | # In Progress | Total Submitted & In-Progress Aug 29, 2016 | Total Submitted & In-Progress May 2016 | # Conditional | # Not Approved | # Not Approved COR (incorrect submission) |
|---------------------------|-----------|------------|-------------|---------------|--------------------------------------------|----------------------------------------|---------------|----------------|-------------------------------------------|
| English                   | 1260      | 1146       | 0           | 0             | 0                                          | 8                                      | 41            | 72             | 1                                         |
| Accounting                | 238       | 222        | 0           | 1             | 1                                          | 3                                      | 9             | 6              | 0                                         |
| Administration of Justice | 802       | 692        | 1           | 0             | 1                                          | 2                                      | 46            | 43             | 6                                         |
| Education                 | 71        | 56         | 0           | 1             | 1                                          | 5                                      | 11            | 3              | 0                                         |
| History                   | 709       | 572        | 0           | 1             | 1                                          | 32                                     | 104           | 30             | 2                                         |
| Physics                   | 657       | 602        | 1           | 0             | 1                                          | 15                                     | 34            | 19             | 1                                         |
| Biotechnology – CCC       | 18        | 11         | 2           | 0             | 2                                          | 3                                      | 2             | 3              | 0                                         |
| Business                  | 462       | 341        | 0           | 3             | 3                                          | 15                                     | 73            | 41             | 1                                         |
| Geology                   | 497       | 410        | 1           | 2             | 3                                          | 3                                      | 39            | 26             | 19                                        |
| Political Science         | 472       | 439        | 0           | 3             | 3                                          | 1                                      | 22            | 6              | 2                                         |
| Communication Studies     | 797       | 698        | 1           | 3             | 4                                          | 6                                      | 57            | 6              | 6                                         |
| Spanish                   | 501       | 465        | 1           | 3             | 4                                          | 19                                     | 30            | 1              | 0                                         |
| Child Development         | 229       | 217        | 2           | 3             | 5                                          | 4                                      | 1             | 1              | 5                                         |
| Computer Science          | 407       | 336        | 4           | 1             | 5                                          | 6                                      | 39            | 26             | 1                                         |
| Nutrition/Dietetics       | 84        | 55         | 1           | 4             | 5                                          | 5                                      | 17            | 5              | 2                                         |
| Philosophy                | 431       | 366        | 1           | 4             | 5                                          | 7                                      | 27            | 33             | 0                                         |
| Economics                 | 250       | 231        | 2           | 4             | 6                                          | 12                                     | 7             | 4              | 2                                         |

|                                                |              |              |            |             |             |             |             |            |            |
|------------------------------------------------|--------------|--------------|------------|-------------|-------------|-------------|-------------|------------|------------|
| Journalism                                     | 441          | 389          | 0          | 6           | 6           | 3           | 26          | 20         | 0          |
| Psychology                                     | 794          | 696          | 0          | 6           | 6           | 2           | 71          | 10         | 3          |
| Public Health Science                          | 50           | 30           | 0          | 6           | 6           | 5           | 13          | 1          | 0          |
| Early Childhood Education                      | 629          | 583          | 9          | 0           | 9           | 11          | 32          | 4          | 1          |
| Biology                                        | 498          | 383          | 8          | 5           | 13          | 8           | 38          | 54         | 9          |
| Chemistry                                      | 589          | 459          | 8          | 5           | 13          | 26          | 32          | 42         | 20         |
| Sociology                                      | 745          | 626          | 6          | 7           | 13          | 20          | 46          | 25         | 3          |
| Anthropology                                   | 451          | 314          | 5          | 9           | 14          | 67          | 98          | 14         | 0          |
| Kinesiology                                    | 188          | 148          | 6          | 9           | 15          | 12          | 8           | 12         | 2          |
| Emergency Medical Services – CCC               | 16           | 0            | 10         | 6           | 16          | 6           | 0           | 0          | 0          |
| Music                                          | 1662         | 1436         | 9          | 8           | 17          | 42          | 130         | 56         | 16         |
| Geography                                      | 622          | 570          | 2          | 19          | 21          | 30          | 9           | 21         | 1          |
| Global Studies – AOE                           | 21           | 0            | 8          | 13          | 21          | 14          | 0           | 0          | 0          |
| Commercial Music – CCC                         | 25           | 0            | 17         | 8           | 25          | 23          | 0           | 0          | 0          |
| Social Justice Studies – AOE                   | 27           | 0            | 27         | 0           | 27          | 26          | 0           | 0          | 0          |
| Theatre                                        | 1304         | 1105         | 8          | 26          | 34          | 24          | 95          | 68         | 2          |
| Art History                                    | 548          | 314          | 2          | 47          | 49          | 29          | 95          | 36         | 14         |
| Mathematics                                    | 1367         | 771          | 11         | 77          | 88          | 117         | 295         | 122        | 20         |
| Information Technology and Information Systems | 193          | 85           | 44         | 46          | 90          | 87          | 9           | 7          | 2          |
| Agriculture                                    | 289          | 144          | 14         | 86          | 100         | 114         | 31          | 8          | 0          |
| Engineering                                    | 255          | 84           | 12         | 135         | 147         | 156         | 13          | 5          | 6          |
| Film, Television and Electronic Media          | 232          | 26           | 92         | 99          | 191         | 186         | 9           | 4          | 1          |
| Studio Arts                                    | 1226         | 657          | 45         | 405         | 450         | 446         | 46          | 22         | 8          |
| <b>Total</b>                                   | <b>20057</b> | <b>15679</b> | <b>360</b> | <b>1061</b> | <b>1421</b> | <b>1600</b> | <b>1655</b> | <b>856</b> | <b>156</b> |