



Curriculum Committee Agenda

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

December 6, 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)¹
 - A. Advertising unapproved courses and programs (Discussion) – K. Hoffmans
 - B. Curriculum Committee Training/Backlog Update (Discussion) – R. Petitfils
- IV. APPROVAL OF MINUTES: November 15, 2016 (Discussion/Action)
- V. POLICY AND PROCESS (Information or Discussion/Action)
 - A. New and Continuing Program Process Update (Discussion/Action) – K. Hoffmans
 - B. Advanced Placement Chart Update (Discussion) – T. Brabander
 - C. AP 1985 (Discussion, see attachment) – T. Brabander
- VI. CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
 - A. ART V73A (same as PHOT V73A), PHOT V73A (same as ART V73A)
- VII. SECOND READING: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
 - A. None
- VIII. FIRST READING:
 - A. CURRICULAR PROPOSALS REQUIRING SECOND READING (Discussion/Action; see attachment)

¹ Five minutes is allotted to any member of the public who wishes to address the curriculum committee, with a maximum of twenty minutes per topic aggregated for all speakers, unless extended by vote of the committee. At the request of any speaker proposing to address a specific agenda item, the committee may also vote to permit that speaker's comments to be deferred until the meeting progresses to that topic.

- a. **New Programs: Diesel Mechanics – A.S., CoA Diesel Engine Repair, CoA Medium and Heavy Duty Vehicle Repair**
 - b. **Revised Course: HMSV V95**
 - B. CURRICULAR PROPOSALS NOT REQUIRING SECOND READING (Discussion/Action; see attachment)**
 - a. **None**
- IX. REQUISITES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**
 - A. **New: HMSV V95**
 - B. **Revision: ART V73A (same as PHOT V73A), PHOT V73A (same as ART V73A)**
- X. DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**
 - A. **New: ART V73A (same as PHOT V73A), PHOT V73A (same as ART V73A),**
- XI. MINIMUM QUALIFICATIONS**
 - A. **None**
- XII. PHILOSOPHY AND GENERAL EDUCATION CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action)**
 - A. **None**
- XIII. DISCUSSION/INFORMATION (Information or Discussion/Action)**
 - A. **Request(s) for future agenda items**
- XIV. REPORTS (Information)**
 - A. **Co-Chairs**
 - 1. **Update from Curriculum Regional Meeting South (M. Bowen/R. Petitfils – see attachment)**
 - B. **Articulation/C-ID**
 - 1. **C-ID Approvals (T. Brabander)**
 - C. **Board of Trustees/ DTRW-I**
 - D. **Subcommittees/Workgroups**

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- E. CurricUNET/Banner/TracDat
 - 1. New Trac Dat requirements (D. Newcomb)
- F. ASCCC Curriculum Committee updates

NEXT MEETING

January 17, 2016 - 3:30 PM
MCW-312

Written materials relating to a Curriculum Committee meeting item that are distributed to at least a majority of the Curriculum Committee members less than 72 hours before a noticed meeting and that are public record not otherwise exempt from disclosure will be available for inspection at Ventura College located at 4667 Telegraph Road, Ventura, CA 93003 or at the Curriculum Committee meeting.

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of:

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

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Students may earn credit for IB Higher Level Exams with scores of 5, 6, or 7. IB credit can be used to meet IGETC, CSU GE, and AA/AS General Education (GE). Students must have the International Baccalaureate Organization send the IB official results to the Admission and Records Office (hand-carried copies will not be accepted) for use on the AA/AS or GE patterns. Course credit and units grant at Solano Community College may differ from course credit and units granted by a transfer institution.

yyy	IB Scores	AA/S VC GE Area	Semester Units for VC Associate Degree (including GE)	CSU GE Areas	CSU Semester Units for transfer	IGETC GE Areas	UC Unit Credit for Transfer	UC Limitations toward Credit
Biology HL	5,6,7	Area A1 Natural Sciences	3-6	Area B2 3 units	6	Area 5B 3 units	5.3	The units granted for IB exams are not counted toward the maximum number of credits required for declaration of a major or the maximum number of units a student may accumulate prior to graduation. Students who enter the UC with IB credit do not have to declare a major earlier than other students, nor are they required to graduate earlier.
Chemistry HL	5,6,7	Area A2 Natural Sciences	3-6	Area B1 3 units	6	Area 5A 3 units	5.3	
Economics HL [^]	5,6,7	Area B2 Social and Behavioral Studies	3-6	Area D2 3 units	6	Area 4B 3 units	5.3	
Geography HL [^]	5,6,7	Area B2 Social and Behavioral Studies	3-6	Area D5 3 units	6	Area 4E 3 units	5.3	
History (any region) HL	5,6,7	Area B2 Social and Behavioral Studies	3-6	Area C2 or D6 3 units	6	Area 3B or 4F 3 units	5.3	
Language A1 (any language, except English) HL	5,6,7	Area C2 Humanities	3-6	n/a	n/a	Area 3B and 6 3 units	5.3	
Language A2 (any language, except English) HL	5,6,7	Area C2 Humanities	3-6	n/a	n/a	Area 3B and 6 3 units	5.3	
Language A1 (any language) HL	5,6,7*	Area C2 Humanities	3-6	Area C2 3 units	6	Area 3B 3 units	5.3	
Language A2 (any language) HL	5,6,7*	Area C2 Humanities	3-6	Area C2 3 units	6	Area 3B 3 units	5.3	
Language B (any language) HL	5,6,7*	Area C2 Humanities	3-6	No GE Area	6+	Area 6 3 units	5.3	
Mathematics HL	5,6,7*	Area D2 Communication and Analytical Thinking	3-6	Area B4 3 units	6	Area 2 3 units	5.3	
Physics HL	5,6,7	Area A2 Natural Sciences	3-6	Area B1 3 units	6	Area 5A 3 units	5.3	
Psychology HL [^]	5,6,7	Area B2 Social and Behavioral Studies	3-6	Area D9 3 units	3	Area 4I 3 units	5.3	
Theater HL	5,6,7*	Area C1 Arts	3-6	Area C1 3 units	6	Area 3A 3 units	5.3	

(*) For CSU, an IB score of 4 or higher may meet this requirement.

(+) The IB curriculum offers language at various levels for neative and non-native speakers. Language B courses are offered at the intermediate level for non-natives. Language A1 and A2 are advanced courses in literature for native and non-native speakers, respectively.

([^]) The credit may not be used to fulfill the Area B requirement, but may be used if additional units are needed to meet the minimum 21 units GE requirement.

College Credit for Advanced Placement Tests

Students may earn credit for College Examination Board (CEB) Advanced Placement (AP) Tests with scores of 3, 4, or 5. AP credit can be used to meet IGETC, CSU GE Breadth, and AA general education (GE) and /or major requirements. Students must have the CEB send AP official results to the Admission and Records Office (hand-carried copies will not be accepted). Course credit and units granted at Ventura College (VC) may differ from course credit and units grant by an accepting institution.

AP Exam	Minimum Passing Score	AA/AS Ventura College (VC) GE Area Units	Semester Units for VC Associate Degree (including GE)	American Institutions and/or GE Breadth Area+	Minimum Semester Credits Earned*	Semester Credits Toward CSU GE Breadth Certification	Removal Date for GE Breadth~	IGETC Area	Semester Units/ Quarter Units Earned	Total UC-Units Earned Toward Transfer
Art History**	3	Area C Humanities/ ART V02A	3 - 6	C1 or C2	6	3		3A or 3B**	3	8 quarter units/5.3 semester units
Biology	3	Area A1 Biological Sciences/ BIOL V01 & V01L	4 - 6	B2 and B3	6	4		5B and 5C	4	8 quarter units/5.3 semester units
Calculus AB#	3	Area D2 Language and Rationality/ MATH V20 OR MATH V21A	3 - 6	B4	3	3		2A	3	4 quarter units/2.7 semester units. (8 quarter unit/5.3 semester units maximum for both passed exams)
Calculus BC#	3	Area D2 Language and Rationality/ MATH V21A OR MATH V21B	3 - 6	B4	6	3		2A	3	8 quarter units/5.3 semester units. (8 quarter unit/5.3 semester units maximum for both passed exams)
Calculus BC / AB subscore	3	Area D2 Language and Rationality/ NA	na	B4	6	3		2A		4 quarter units/2.7 semester units
Chemistry	3	Area A2 Physical Sciences/ CHEM V20 & CHEM V20L OR CHEM V01 & V01L	4 - 6	B1 and B3	6	6	F09	5B and 5C	4	8 quarter units/5.3 semester units
Chemistry	3	Area A2 Physical Sciences/ CHEM V20 & CHEM V20L OR CHEM V01 & V01L	4 - 6	B1 and B3	6	4		5A and 5C	4	8 quarter units/5.3 semester units
Chinese Language & Culture	3	Area C2 Humanities/ na	3 - 6	C2	6	3		3B and 6A	3	8 quarter units/5.3 semester units
Comparative Government & Politics	3	Area B2 Social and Behavioral Studies/ POLS V02	3 - 3	D	3	3		4	3	4 quarter units/2.7 semester units
Computer Science A#	3	Area D2/ CS V40, V11, V13, V15, V17, V19, or V30	4 - 4	N/A	3	0				2 quarter units/1.3 semester units (4 quarter unit/2.7 semester unit maximum for both Computer A and Computer Science AB Exam)
Computer Science AB#	3	Area D2/ CS V40, V11, V13, V15, V17, V19, or V30	4 - 4	N/A	6	0				4 quarter units/2.7 semester units (4 quarter unit/2.7 semester unit maximum for both Computer A and Computer Science AB Exam) (Computer AB is no longer offered)
English: Language and Composition	3	Area D1 Language and Rationality/ ENGL V01A	3 - 6	A2	6	3		1A	3	8 quarter units/5.3 semester units (8-unit maximum for both passed exams)
English: Literature and Composition**	3	Area D1 AND D2 Language and Rationality/ ENGL V01A OR ENGL V01B	3 - 6	A2 and C2	6	6		1A or 3B**	3	8 quarter units/5.3 semester units (8-unit maximum for both passed exams)
Environmental Science@	3	Area AS Natural Sciences/ ESRM V02	4 - 4	B2 and B3	4	4	F09	5A (with lab)	3	4 quarter units/2.7 semester units
Environmental Science@	3	Area AS Natural Sciences/ ESRM V02	4 - 4	B1 and B3	4	4		5A and 5C	3	4 quarter units/2.7 semester units
History* - European	3	Area B2 Social and Behavioral Science or Area C2 Humanities/ HIST V01A OR HIST V01B	3 - 6	C2 or D	6	3		3B or 4	3	8 quarter units/5.3 semester units
French Language	3	Area C2 Humanities/ FREN V01	3 - 6	C2	6	6	F09	3B and 6A	3	8 quarter units/5.3 semester units
French Language	3	Area C2 Humanities/ FREN V01	3 - 6	C2	6	3	F11	3B and 6A	3	8 quarter units/5.3 semester units
French Language and Culture	3	Area C2 Humanities/NA	na	C2	6	3		3B and 6A	3	8 quarter units/5.3 semester units
French Literature	3	Area C2 Humanities/ FREN V03	3 - 6	C2	6	3	F09	3B and 6A	3	8 quarter units/5.3 semester units
German Language	3	Area C2 Humanities/ NA	3 - 6	C2	6	6	F09	3B and 6A	3	8 quarter units/5.3 semester units
German Language	3	Area C2 Humanities/ NA	3 - 6	C2	6	3	F11	3B and 6A	3	8 quarter units/5.3 semester units
German Language and Culture	3	Area C2 Humanities/ NA	na	C2	6	3		3B and 6A	3	8 quarter units/5.3 semester units
Human Geography	3	Area B2 Physical Sciences/ GEOG V02	3 - 3	D	3	3		4	3	4 quarter units/2.7 semester units
Italian Language & Culture	3	Area C2 Humanities/ NA	na	C2	6	3		3B and 6A	3	8 quarter units/5.3 semester units
Japanese Language & Culture	3	Area C2 Humanities/ NA	na	C2	6	3		3B and 6A	3	8 quarter units/5.3 semester units
Latin Literature	3	Area C2 Humanities/ NA	3 - 6	C2	6	3	F09	3B and 6A	3	4 quarter units/2.7 semester units
Latin	3	Area C2 Humanities/ NA	3 - 6	C2	6	3		3B and 6A	3	4 quarter units/2.7 semester units

AP Exam	Minimum Passing Score	AA/AS VC GE Area Units	Semester Units for VC Associate Degree (including GE)	American Institutions and/or GE Breadth Area+	Minimum Semester Credits Earned*	Semester Credits Toward CSU GE Breadth Certification	Removal Date for GE Breadth~	IGETC Area	Semester Units/Quarter Units Earned	UC-Units Earned Toward Transfer
Latin Vergil	3	Area C2 Humanities/ NA	3 - 6	C2	3	3	F12	3B and 6A	3	4 quarter units/2.7 semester units
Economics: Macroeconomics	3	Area B2 Social and Behavioral Science/ ECON V01A	3 - 3	D	3	3		4	3	4 quarter units/2.7 semester units
Economics: Microeconomics	3	Area B2 Social and Behavioral Science/ ECON V01B	3 - 3	D	3	3		4	3	4 quarter units/2.7 semester units
Physics 1>	3	Area A2 Physical Sciences/NA	3 - 6	B1 and B3	4	4		5A and 5C	4	8 quarter units/5.3 semester units. (8 quarter units/5.3 semester unit maximum for all passed PHYS exams).
Physics 2>	3	Area A2 Physical Sciences/NA	3 - 6	B1 and B3	4	4		5A and 5C	4	8 quarter units/5.3 semester units. (8 quarter units/5.3 semester unit maximum for all passed PHYS exams).
Physics B>	3	Area A2 Physical Sciences/ PHYS V02A AND V02AL	5 - 5	B1 and B3	6	6	F09	5A and 5C	4	8 quarter units/5.3 semester units. (Physics B is replaced by Physics 1 & 2 2014-15). (8 quarter units/5.3 semester unit maximum for all passed PHYS exams).
Physics B>	3	Area A2 Physical Sciences/ PHYS V02A AND V02AL	5 - 5	B1 and B3	6	4	F13	5A and 5C	4	8 quarter units/5.3 semester units. (Physics B is replaced by Physics 1 & 2 2014-15). (8 quarter units/5.3 semester unit maximum for all passed PHYS exams).
Physics C Electricity/Magnetism>	3	Area A2 Physical Sciences/ PHYS V05 AND V05L	5 - 5	B1 and B3	4	4		5A and 5C	3	4 quarter units/2.7 semester units. (8 quarter units/5.3 semester unit maximum for all passed PHYS exams).
Physics C Mechanics>	3	Area A2 Physical Sciences/ PHYS V04 AND V04L	3 - 5	B1 and B3	4	4		5A and 5C	3	4 quarter units/2.7 semester units. (8 quarter units/5.3 semester unit maximum for all passed PHYS exams).
Psychology	3	Area B2 Social and Behavioral Science/PSY V01	3 - 3	D	3	3		4	3	4 quarter units/2.7 semester units
Spanish Language	3	Area C2 Humanities/ SPAN V01 OR V02	3 - 6	C2	6	6	S14		N/A	No longer offered
Spanish Language and Literature	3	Area C2 Humanities/ NA	3 - 6	C2	6	3		3B and 6A	3	8 quarter units/5.3 semester units
Spanish Literature	3	Area C2 Humanities/SPAN V03	3 - 6	C2	6	6	S13	3B and 6A	3	8 quarter units/5.3 semester units
Spanish Literature and Culture	3	Area C2 Humanities/ NA	na	C2	6	3		3B and 6A	3	8 quarter units/5.3 semester units
Statistics	3	Area D2 Language and Rationality/ MATH V44	4 - 4	B4	3	3		2	3	4 quarter units/2.7 semester units
Art Studio: 2-D Design<	3	Area C1 Fine/ Performing Arts/ART V11A	3 - 6	N/A	3	0		N/A	3	8 quarter units /5.3 semester units. 8 quarter units/ 5.3 semester units for all three passed exams.
Art Studio: 3-D Design<	3	Area C1 Fine/ Performing Arts/ ART V19	3 - 6	N/A	3	0		N/A	3	8 quarter units/5.3 semester units. 8 quarter units/ 5.3 semester units for all three passed exams.
Art Studio: Drawing<	3	Area C1 Fine/ Performing Arts/ ART V12A	3 - 6	N/A	3	0		N/A	3	8 quarter units/5.3 semester units. 8 quarter units/ 5.3 semester units for all three passed exams.
Government & Politics - US	3	Area B2 Social and Behavioral Studies/ POLS V01	3 - 3	D + US-2	3	3		4 and US 2	3	4 quarter units/2.7 semester units
History** - US	3	Area B2 Social and Behavioral Science or Area C2 Humanities/ HIST V07A OR V07B	3 - 6	C2 or D and US-1	6	3		(3B or 4**) and US1	3	8 quarter units/5.3 semester units
History** - World	3	Area B2 Social and Behavioral Science or Area C2 Humanities/ HIST V18A OR V18B	3 - 6	C2 or D	6	3		3B or 4*	3	8 quarter units/5.3 semester units

(*) These units count toward eligibility for admission. The units may not all apply toward certification of the corresponding GE-Breadth Area. See EO 1036 and 1100 for details.

(**) AP exams may be used in either area regardless of where the certifying VC's discipline is located.

(+) Areas of GE Breadth (A1 through E) are defined in EO 1100. Areas of American Institutions (US-1 through US3) are set forth in Section IA and IB of EO 1061, and at assist.org

(~) Students seeking certification in GE Breadth prior to transfer must have passed the test before this date.

(#) If a student passes more than one AP exam in calculus or computer science, only one examination may be applied to the baccalaureate.

(@) Students who pass AP Environment Science earn 4 units of credit. Tests prior to Fall 2009 may apply to either B1 + B3 or B2 + B3 of GE Breadth. Fall of 2009 or later, those credits may only apply to B1 + B3.

(>) If a student passes more than one AP exam in physics, only six units of credit may be applied to the baccalaureate, and only four units of credit may be applied to a certification in GE Breadth. For IGETC, only 8 quarter units/ 5.3 semester units can be counted toward IGETC for all Physics exams. Physics B is being replaced by Physics 1 & 2 2014-2015.

(<) Maximum 8 units for all three exams.

Curricular Proposals for 12/06/2016

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 ¹ , P=Prereq ¹ , C=Coreq ¹ , RP=Recom. Prep. ¹ ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE									
	ART V73A (same as PHOT V73A)	Digital Imaging	CR	3	Update	P	none	Art*	Fall 2017	X	X									
	PHOT V73A (same as ART V73A)	Digital Imaging	CR	3	Update	P	none	Art*	Fall 2017	X	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 ¹ , P=Prereq ¹ , C=Coreq ¹ , RP=Recom. Prep. ¹ ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BoT								
		NONE																		
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 ¹ , P=Prereq ¹ , C=Coreq ¹ , RP=Recom. Prep. ¹ ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BoT								
	HMSV V95	Human Services Internship I	CR	3	Revised	U, H, D, X, FT, RS, RP, P, C	CC, LC	Sociology*	Fall 2017	X		X								
FIRST READING: PROGRAMS													SUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
	AWARD TYPE	DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS			EFFECTIVE			BoT								
1st & 2nd Reading	A.S.	Diesel Mechanics	CR	37	New	Add to catalog			Fall 2017			X								
1st & 2nd Reading	COA	Diesel Engine Repair	CR	20	New	Add to catalog			Fall 2017			X								
1st & 2nd Reading	COA	Medium and Heavy Duty Vehicle Repair	CR	17	New	Add to catalog			Fall 2017			X								

* Proposed 1st and 2nd Reading

Curricular Proposals for 12/06/2016

REQUISITE APPROVALS											
APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	REQUISITE TYPE	REQUISITE TEXT	SOURCE		EFFECTIVE		
	HMSV V95	Human Services Internship I	CR	3	New	Corequisite: Enrolled in a minimum of 7 units to include internship. Recommended Preparation: Completion of or concurrent enrollment in one course in the discipline. Prerequisite: HMSV V50, HMSV V51. Corequisite: HMSV V50, HMSV V51	First Reading: Courses		Fall 2017		
	ART V73A (same as PHOT V73A)	Digital Imaging	CR	3	Revision	Prerequisite: ART V11A, or ART V69 and ART V12A Recommended Preparation: ART V70A or equivalent skills; and computer fundamentals	Consent Agenda Courses		Fall 2017		
	PHOT V73A (same as ART V73A)	Digital Imaging	CR	3	Revision	Prerequisite: ART V11A, or ART V69 and ART V12A Recommended Preparation: ART V70A or equivalent skills; and computer fundamentals	Consent Agenda Courses		Fall 2017		
DISTANCE EDUCATION APPROVALS											
APPROVED	COURSE ID	COURSE TITLE	CR NC	NEW/REY	DE TYPE		SOURCE		EFFECTIVE		
	ART V73A (same as PHOT V73A)	Digital Imaging	CR	New	Hybrid (1-50% online) Fully Online (100% online)		Consent Agenda: Courses		Fall 2017		
	PHOT V73A (same as ART V73A)	Digital Imaging	CR	New	Hybrid (1-50% online) Fully Online (100% online)		Consent Agenda: Courses		Fall 2017		
** END OF LIST **											

Ventura College
Associate of Science
Diesel Technology

Item 1. Program Goals and Objectives

The Associate in Sciences Degree in Diesel Technology is designed to prepare students for entry-level positions in medium and heavy duty vehicle repair industry as well as enhance their general education experience. Opportunities for diesel truck and trailer repair technicians in Ventura County are typically available at medium/heavy duty vehicle dealerships, truck stops, independent repair facilities, medium/heavy duty equipment sales and repair companies, corporate fleet maintenance and repair facilities, agricultural equipment, bus and transportation companies, government equipment maintenance garages and other fleet operations. These private and public businesses and organizations need technicians to service, maintain, diagnose and repair medium and heavy duty vehicles and associated equipment. Since many of the medium and heavy duty vehicles are regulated and monitored for safety and load, technicians working on these vehicles must be competent and well trained. The Diesel Mechanics program is designed to meet the needs of industry. The Associate in Sciences Degree in Diesel Technology can be earned in less than two years (four semesters). A student can also earn Certificates of Achievement in Diesel Engine Repair and/or Medium and Heavy Duty Vehicle Repair.

The Diesel Mechanics program will prepare students with training in medium and heavy duty vehicle repair which will include; preventive maintenance inspection, diesel engine repair, electrical systems, engine fuel management, pneumatic brake repair, suspension repair, hydraulic systems, drivetrains and heating and air conditioning component service and repair. A medium and heavy duty vehicle repair technician will be required to troubleshooting and diagnosis driver concerns, repair of the components that comprise the various systems used in medium/heavy duty vehicles, trailers and associated equipment.

Program Competencies

Successful completion of the program will provide the student with the ability to demonstrate the following competencies:

- Knowledge of the construction and operation of medium and heavy duty vehicles.
- Knowledge of the construction and operation of associated components and systems.
- The ability to service and maintain diesel truck and trailers.
- The ability to service and maintain diesel truck engines.
- The ability to service and maintain diesel truck electrical systems.
- The ability to service and maintain diesel truck fuel management systems.
- The ability to service and maintain the brakes systems.
- The ability to service and maintain the suspension systems.
- The ability to service and maintain hydraulic systems
- The ability to service and maintain the heating and air condition system.
- Diagnose and repair diesel truck engines.
- Diagnose and repair diesel truck electrical systems.
- Diagnose and repair diesel truck fuel management systems.
- Diagnose and repair diesel truck and trailer brake and suspension faults.
- Diagnose and repair diesel truck and trailer drivetrain faults.

- Diagnose and repair truck and trailer heating and air conditioning faults
- Diagnose and repair truck and trailer hydraulic systems.

Program Student Learning Outcomes (PSLO)

1. Demonstrate an understanding of operation, service and repair of medium and heavy duty diesel trucks, trailers and their associated systems.
2. Analyze, diagnose and repair truck and trailer brake, suspension and hydraulic system faults with medium and heavy duty vehicles.
3. Perform maintenance, inspection, diagnosis and repair of diesel truck and trailer brakes, suspensions, drivetrain, hydraulic and air conditioning systems commonly used on medium and heavy duty vehicles and equipment.

Occupational Preparedness

Students who successfully complete the program will be trained to work as a diesel truck and trailer service, maintenance, diagnoses and repair technician. The design of this program is consistent with the mission of Ventura College as stated below:

Vision

Ventura College will be a model community college known for enhancing the lives and economic futures of its students and the community.

Mission

At Ventura College, we transform students' lives, develop human potential, create an informed citizenry, and serve as the educational and cultural heart of our community. Placing students at the center of the educational experience, we serve a highly diverse student body by providing quality instruction and student support, focusing on associate degree and certificate completion, transfer, workforce preparation, and basic skills. We are committed to the sustainable continuous improvement of our college and its services.

The college is dedicated to enhancing the lives of students, developing their potential and improving the economic future of both students and the community. This program will enable students to develop or enhance their mechanical skills, increase employability skills, and contribute to increasing success for the businesses for which they will work. The Certificate of Achievement in Diesel Technology is in alignment with the mission of the college. This program prepares students for careers with job titles that include the following:

- Diesel truck technician
- Fleet technician
- Truck mechanic
- Transportation mechanic
- Transit mechanic
- Service technician
- Mechanic
- Bus repair technician
- Agricultural equipment repair technician

This program is not selective and there is no specific entry criterion. Additional fees for students beyond the standard community college registration fees, tuition, and textbooks would include personal safety equipment (foot and eye protection) as well as a specified work shirt.

Item 2. Catalog Description

The Diesel Mechanics program at Ventura College is designed to prepare students for immediate employment in the Ventura County diesel engine repair workforce. Students will be taught the advanced knowledge and high technology skills that will prepare them for a career as a diesel technician in the 21st century. The program curriculum incorporates lecture and laboratory activities. Competencies will include: maintenance and inspection of heavy-duty vehicles, repair of diesel engines; technical, operation, and diagnostic skills of diesel electrical systems; operation of power train units; inspection and adjustment of steering suspension systems, brake systems service, diagnosis and repair of heating and air conditioning systems and the diagnosis of fuel systems.

Required Courses:		Units
DM V10	Diesel Preventive Maintenance	2.0
DM V10L	Diesel Preventive Maintenance Laboratory	1.5
DM V12	Diesel Electrical/Electronic Systems	3.0
DM V12L	Diesel Electrical/Electronic Systems Laboratory	3.0
DM V26	Diesel Engines	2.0
DM V26L	Diesel Engines Laboratory	3.0
DM V28	Diesel Fuel Management Systems	2.5
DM V28L	Diesel Fuel Management Systems Laboratory	3.0
DM V30	Truck and Trailer Brake Systems	2.0
DM V30L	Truck and Trailer Brake Systems Laboratory	1.5
DM V34	Truck Suspensions and Steering Systems	2.0
DM V34L	Truck Suspensions and Steering Systems Laboratory	1.5
DM V40	Heating, Ventilation and Air Conditioning (HVAC)	2.0
DM V40L	Heating, Ventilation and Air Conditioning (HVAC) Laboratory	1.5
DM V42	Hydraulic Systems	2.0
DM V42L	Hydraulic Systems Laboratory	1.0
DM V44	Drivetrain - Medium and Heavy-Duty Vehicles	2.0
DM V44L	Drivetrain Laboratory - Medium and Heavy-Duty Vehicles	1.5
Total units		37

Major Units	37
Completion of Local General Education Pattern	28
Double-Counted Units	---
Electives (CSU transferrable units to reach 60)	---

Total Units for Associate in Sciences Degree in Diesel Technology 65

Program Student Learning Outcomes (PSLOs) are:

1. Demonstrate an understanding of operation, service and repair of medium and heavy duty vehicles.
2. Analyze, diagnose and repair operational faults with medium and heavy duty vehicles.
3. Perform maintenance inspection and maintenance service required of medium and heavy duty vehicles.

Item 3. Program Requirements

Associate in Sciences Degree in Diesel Technology

Requirements

Dept. Name/#	Class Name	Units	CSU-GE	IGE TC	Sequence
DM V10	Diesel Preventive Maintenance	2.0			YR 1 Fall
DM V10L	Diesel Preventive Maintenance Laboratory	1.5			YR 1 Fall
DM V12	Diesel Electrical/Electronic Systems	3.0			YR 1 Fall
DM V12L	Diesel Electrical/Electronic Systems Laboratory	3.0			YR 1 Fall
DM V26L	Diesel Engines Laboratory	3.0			YR 1 Spring
DM V28	Diesel Fuel Management	2.5			YR 1 Spring
DM V28L	Diesel Fuel Management Laboratory	3.0			YR 1 Spring
DM V30	Truck and Trailer Brake Systems	2.0			YR 2 Fall
DM V30L	Truck and Trailer Brake Systems Laboratory	1.5			YR 2 Fall
DM V34	Truck Suspensions and Steering Systems	2.0			YR 2 Fall
DM V34L	Truck Suspensions and Steering Systems Laboratory	1.5			YR 2 Fall
DM V40	Heating, Ventilation and Air Conditioning (HVAC)	2.0			YR2 Spring
DM V40L	Heating, Ventilation and Air Conditioning (HVAC) Laboratory	1.5			YR2 Spring
DM V42	Hydraulic Systems	2.0			YR2 Spring
DM V42L	Hydraulic Systems Laboratory	1.0			YR2 Spring

DM V28	Drive Trains – Medium and Heavy Duty Vehicles	2.0			YR2 Spring
DM V28L	Drive Trains – Medium and Heavy Duty Vehicles Laboratory	1.5			YR2 Spring

Required Core Total 37 units

Total Units 37 units

Proposed Sequence units per semester:

Year 1 Fall = 9.5
Year 1 Spring = 10.5
Total Units = 20

Year 2 Fall = 7.0
Year 2 Spring = 10.0
Total Units = 17.0

Total Program Units = 37

Approval of Diesel Mechanics Advisory Council

The Ventura College Diesel Mechanics Advisory Council met multiple times in the preparation of the Diesel Mechanics program at Ventura College. The minutes can be found in Appendix of this document. The committee was involved in every detail of the planning and implementation of the program. It was agreed that the greatest need for potential employers of completing students was in the service, diagnosis and repair of diesel engines and related systems. The decision was made to offer a two tiered program. The first year would cover the immediate need for engine technicians and the second year would cover the truck and trailer components. Both of the tiers would have a certificate of achievement. The first would be a Certificate of Achievement in Diesel Engine Repair and the second would be a Certificate of Achievement for Medium and Heavy Duty Vehicle Repair. Both of these certificates could be completed in two semesters. The certificate for Medium and Heavy Duty Vehicle Repair also could be completed in two semesters of course work. The Students would also be able to work toward a Certificate in Diesel Technology or an Associate Degree in Diesel Technology.

Item 4. Master Planning

The Automotive program at Ventura College has been a strong and exemplary program for many years. It is well respected by the community and places many students in the automotive industry in Ventura and surrounding communities. The strength of the automotive program is well recognized resulting in the college being approached by Mr. Gibbs of Gibbs Truck Centers to start a diesel repair program at Ventura College.

The Labor Market Statistics (attachment) shows an need for an additional 554 bus and truck technicians and diesel engine specialists for the six year period 2016 to 20221 which represents a 7.5% increase for the Ventura region. The increase for the state is estimated to be 8.3%. The median hourly salary for

workers in the diesel repair industry in the region is \$25.23 per hour which is above the national average. Consistent with Ventura College’s vision of being a beacon of learning and a source of inspiration and guidance for its students and the community, would be serving its students and community well by providing training for upcoming, desirable employment opportunities in this field.

The Ventura Community College District has three strategic goals. Strategic Goal 2 is to “Partner more effectively to meet community needs”. As part of that goal, the district has created objectives, including to “Creating clear pathways for students that lead from education to careers”. The Diesel Mechanics program aligns with Strategic Goal 2.

Item 5. Enrollment and Completer Projections

		2015-2016	
Department #	Course Title	# Sections (biennial)	Enrollment (biennial)
DM V10	Diesel Preventive Maintenance	1	22
DM V10L	Diesel Preventive Maintenance Laboratory	1	22
DM V12	Diesel Electrical/Electronic Systems	1	18
DM V12L	Diesel Electrical/Electronic Systems Laboratory	1	18
DM V26	Diesel Engines	1	24 (estimated)
DM V26L	Diesel Engines Laboratory	1	24 (estimated)
DM V28	Diesel Fuel Management	1	24 (estimated)
DM V28L	Diesel Fuel Management Laboratory	1	24 (estimated)
		2016-2017	
DM V30	Truck and Trailer Brake Systems	1	24 (estimated)
DM V30L	Truck and Trailer Brake Systems Laboratory	1	24 (estimated)
DM V34	Truck Suspensions and Steering Systems	1	24 (estimated)
DM V34L	Truck Suspensions and Steering Systems Laboratory	1	24 (estimated)
DM V40	Heating, Ventilation and Air Conditioning (HVAC)	1	24 (estimated)
DM V40L	Heating, Ventilation and Air Conditioning (HVAC) Laboratory	1	24 (estimated)
DM V42	Hydraulic Systems	1	24 (estimated)
DM V42L	Hydraulic Systems Laboratory	1	24 (estimated)
DM V44	Drive Trains – Medium and Heavy Duty Vehicles	1	24 (estimated)
DM V44L	Drive Trains – Medium and Heavy Duty Vehicles Laboratory	1	24 (estimated)

Item 6. Place of Program in Curriculum/Similar Programs

The Diesel Mechanics program is new to Ventura College. Since it is an entirely new program all the classes are new and have been recently developed and approved by the curriculum committee and the district board. Being a new program it is not replacing any other classes or programs.

Item 7. Similar Programs at Other Colleges in the Service Area

Currently there are no other Diesel Mechanics programs in the college service area. After surveying other colleges in Southern California only three other Diesel programs were identified. Those programs

are at San Bernardino College district, Citrus College and San Diego Miramar College. These programs are all well outside the Ventura College service area.

Ventura College is a member of the South Central Coast Regional Consortium (SCCRC). The consortium reviews all new programs for appropriateness and competition. The Diesel Certificates of Achievement and Associates Degree will be presented to the SCCRC at their next meeting. It is expected that Ventura College will receive full approval and support. Confirmation will be indicated in the SCCRC minutes which will be included in attachment C.

Attachments:

- A. Diesel Mechanics Program Advisory Committee Minutes
- B. Labor Market Information
- C. South Central Coast regional Consortium Minutes
- D. List of Diesel classes

Ventura College

Certificate of Achievement

Diesel Engine Repair

Item 1. Program Goals and Objectives

The Certificate of Achievement in Diesel Engine Repair is designed to prepare students for entry-level positions in the diesel engine repair industry. Opportunities for diesel engine repair technicians in Ventura County are typically available at medium/heavy duty vehicle dealerships, truck stops, independent repair facilities, medium/heavy duty equipment sales and repair companies, corporate fleet maintenance and repair facilities, agricultural equipment, bus and transportation companies, government equipment maintenance garages and other fleet operations. The duties of a diesel engine repair technician would include preventive maintenance, engine and component service, troubleshooting and diagnosis of driver concerns, repair of the components that comprise engines used in medium/heavy duty used in vehicles and equipment.

The program is designed to meet the needs of both the students and the local diesel engine repair industry. The need of the local industry for new diesel engine technicians is twofold. One is the need for technicians that can service, diagnose and repair diesel engines and related systems. The other is to maintain service, diagnose and repair the fuel management, starting, charging and emission systems of medium and heavy duty trucks and equipment.

Program Competencies

Successful completion of the program will provide the student with the ability to demonstrate the following competencies:

- Knowledge of the construction and operation of diesel engines.
- Knowledge of the construction and operation and associated components and systems.
- The ability to service and maintain diesel engines.
- The ability to service and maintain the fuel management and emission systems.
- The ability to service and maintain the starting, charging, and related systems.
- Diagnose and repair diesel engine mechanical and operational faults.
- Diagnose and repair diesel engine, fuel management and emission control drivability faults.
- Diagnose and repair charging, starting systems common to diesel engines.

Program Student Learning Outcomes (PSLO)

1. Demonstrate an understanding of operation, service and repair of medium and heavy duty diesel engines and their associated systems.
2. Analyze, diagnose and repair operational engine, fuel management and emission system faults with medium and heavy duty vehicles.
3. Perform maintenance, inspection, diagnosis and repair of diesel engines, fuel management and emission systems common on medium and heavy duty vehicles.

Occupational Preparedness

Students who successfully complete the program will be trained to work as a diesel engine service, maintenance, diagnoses and repair technician. The design of this program is consistent with the mission of Ventura College as stated below:

Vision

Ventura College will be a model community college known for enhancing the lives and economic futures of its students and the community.

Mission

At Ventura College, we transform students' lives, develop human potential, create an informed citizenry, and serve as the educational and cultural heart of our community. Placing students at the center of the educational experience, we serve a highly diverse student body by providing quality instruction and student support, focusing on associate degree and certificate completion, transfer, workforce preparation, and basic skills. We are committed to the sustainable continuous improvement of our college and its services.

The college is dedicated to enhancing the lives of students, developing their potential and improving the economic future of both students and the community. This program will enable students to develop or enhance their mechanical skills, increase employability skills, and contribute to increasing success for the businesses for which they will work. The Certificate of Achievement in diesel engine repair is in alignment with the mission of the college.

This program prepares students for careers with job titles that include the following:

- Diesel engine technician
- Fleet engine technician
- Truck mechanic
- Transportation mechanic
- Transit mechanic
- Service technician
- Mechanic
- Bus engine repair technician
- Agricultural equipment engine repair technician

This program is not selective and there is no specific entry criterion. There are no additional fees for students beyond the standard community college registration fees, tuition, and textbooks.

Item 2. Catalog Description

The Diesel Mechanics program at Ventura College is designed to prepare students for immediate employment in the Ventura County diesel engine repair workforce. Students will be taught the advanced knowledge and high technology skills that will prepare them for a career as a diesel technician in the 21st century. The program curriculum incorporates lecture and laboratory activities. Competencies will include: maintenance and inspection of heavy-duty vehicles, repair of diesel engines; technical, operation, and diagnostic skills of diesel electrical systems; operation of power train units; Inspection and adjustment of steering suspension systems, brake systems service, and diagnosis of fuel systems.

Required Courses:

DM V10	Diesel Preventive Maintenance	2.0
DM V10L	Diesel Preventive Maintenance Laboratory	1.5
DM V12	Diesel Electrical/Electronic Systems	3.0
DM V12L	Diesel Electrical/Electronic Systems Laboratory	3.0
DM V26	Diesel Engines	2.0
DM V26L	Diesel Engines Laboratory	3.0
DM V28	Diesel Fuel Management Systems	2.5
DM V28L	Diesel Fuel Management Systems Laboratory	3.0

Major Units	20
Completion of Local General Education Pattern	---
Double-Counted Units	---
Electives (CSU transferrable units to reach 60)	---

Total Units for Certificate 20

Program Student Learning Outcomes

1. Demonstrate an understanding of operation, service and repair of medium and heavy duty vehicles.
2. Analyze, diagnose and repair operational faults with medium and heavy duty vehicles.
3. Perform maintenance inspection and maintenance service required of medium and heavy duty vehicles.

Item 3. Program Requirements

Certificate of Achievement in Diesel Engine Repair

Requirements	Dept. Name/#	Class Name	Units	CSU-GE	IGE TC	Sequence
	DM 10	Diesel Preventive Maintenance	2.0			YR 1 Fall
	DM 10L	Diesel Preventive Maintenance Laboratory	1.5			YR 1 Fall
	DM 12	Diesel Electrical/Electronic Systems	3.0			YR 1 Fall
	DM 12L	Diesel Electrical/Electronic Systems Laboratory	3.0			YR 1 Fall
	DM 26L	Diesel Engines Laboratory	3.0			YR 1 Spring
	DM 28	Diesel Fuel Management Systems	2.5			YR 1 Spring
	DM 28L	Diesel Fuel Management Systems Laboratory	3.0			YR 1 Spring

Required Core Total 20 units

Total Units 20 units

Proposed Sequence units per semester:

Year 1 Fall = 9.5

Year 1 Spring = 10.5

Total Units = 20

Approval of Diesel Mechanics Advisory Council

The Ventura College Diesel Mechanics Advisory Council met multiple times in the preparation of the Diesel Mechanics program at Ventura College. The minutes can be found in Appendix A of this document. The committee was involved in every detail of the planning and implementation of the program. It was agreed that the greatest need for potential employers of completing students was in the service, diagnosis and repair of diesel engines and related systems. The decision was made to offer a two tiered program. The first year would cover the immediate need for engine technicians and the second year would cover the truck and trailer components. Both of the tiers would have a certificate of completion. The first would be a certificate of completion in Diesel engine repair and the second would be a Certificate of Completion for Medium and Heavy Duty Vehicle Repair. The Diesel engine repair certificate could be completed in two semesters. The certificate for Medium and Heavy Duty Vehicle Repair would also include two semesters of course work. The Students would also be able to work toward an Associate Degree in Diesel Mechanics.

Item 4. Master Planning

The Automotive program at Ventura College has been a strong and exemplary program for many years. It is well respected by the community and places many students in the automotive industry in Ventura and surrounding communities. The strength of the automotive program is well recognized resulting in the college being approached by Mr. Gibbs of Gibbs Truck Centers to start a diesel repair program.

The Labor Market Statistics (attachment B) shows an need for an additional 554 bus and truck technicians and diesel engine specialists for the six year period 2016 to 20221 which represents a 7.5% increase for the Ventura region. The increase for the state is estimated to be 8.3% . The median hourly salary for workers in the diesel repair industry in the region is \$25.23 per hour which is above the national average. Consistent with Ventura College's vision of being a beacon of learning and a source of inspiration and guidance for its students and the community, would be serving its students and community well by providing training for upcoming, desirable employment opportunities in this field.

The Ventura Community College District has three strategic goals. Strategic Goal 2 is to "Partner more effectively to meet community needs". As part of that goal, the district has created objectives, including to "Create clear pathways for students that lead from education to careers". The Diesel Mechanics Program aligns with Strategic Goal 2.

Item 5. Enrollment and Completer Projections

		2015-2016	
Department #	Course Title	# Sections (biennial)	Enrollment (biennial)
DM V10	Diesel Preventive Maintenance	1	22
DM V10L	Diesel Preventive Maintenance Laboratory	1	22
DM V12	Diesel Electrical/Electronic Systems	1	18
DM V12L	Diesel Electrical/Electronic Systems Laboratory	1	18
DM V26	Diesel Engines	1	24 (estimated)
DM V26L	Diesel Engines Laboratory	1	24 (estimated)
DM V28	Diesel Fuel Management Systems	1	24 (estimated)
DM V28L	Diesel Fuel Management Systems Laboratory	1	24 (estimated)

Item 6. Place of Program in Curriculum/Similar Programs

The Diesel Program is new to Ventura College. Since it is an entirely new program all the classes are new and have been recently developed and approved by the curriculum committee and the district board. Being a new program it is not replacing any other classes or programs.

Item 7. Similar Programs at Other Colleges in the Service Area

Currently there are no other Diesel Mechanics programs in the college service area. After surveying other colleges in Southern California only three other Diesel programs were identified. Those programs are at San Bernardino College district, Citrus College and San Diego Miramar College. These programs are all well outside the Ventura College service area.

Ventura College is a member of the South Central Coast Regional Consortium (SCCRC). The consortium reviews all new programs for appropriateness and competition. The Diesel Certificates of Achievement and Associates Degree will be presented to the SCCRC at their next meeting. It is expected that they will be included in attachment C.

Attachments:

- A. Diesel Mechanics Program Advisory Committee Minutes
- B. Labor Market Information
- C. South Central Coast regional Consortium minutes

Ventura College
Certificate of Achievement
Medium and Heavy Duty Vehicle Repair

Item 1. Program Goals and Objectives

The Certificate of Achievement in Medium and Heavy Duty Vehicle Repair is designed to prepare students for entry-level positions in the diesel truck repair industry. Opportunities for medium and heavy duty vehicle repair technicians in Ventura County are typically available at medium/heavy duty vehicle dealerships, truck stops, independent repair facilities, medium/heavy duty equipment sales and repair companies, corporate fleet maintenance and repair facilities, agricultural equipment, bus and transportation companies, government equipment maintenance garages and other fleet operations. The duties of a medium and heavy duty vehicle repair technician would include; preventive maintenance inspection, pneumatic brake repair, suspension repair, hydraulic systems, drivetrains as well as heating and air conditioning component service and repair. A medium and heavy duty vehicle repair technician will be required to troubleshooting and diagnosis driver concerns, repair of the components that comprise the various systems used in medium/heavy duty vehicles, trailers and associated equipment.

The program is designed to meet the needs of both the students and the local medium and heavy duty vehicle repair industry. The need of the local industry for new diesel truck and trailer repair technicians is twofold. One is the need for technicians that can service, diagnose and repair diesel truck engine and related systems. The other is to maintain service, diagnose and repair the connection and components of the trailer systems used in medium and heavy duty trucks and other types of equipment.

Program Competencies

Successful completion of the program will provide the student with the ability to demonstrate the following competencies:

- Knowledge of the construction and operation of medium and heavy duty vehicles.
- Knowledge of the construction and operation of associated components and systems.
- The ability to service and maintain diesel truck and trailers.
- The ability to service and maintain the brakes systems.
- The ability to service and maintain the suspension systems.
- The ability to service and maintain hydraulic systems
- The ability to service and maintain the heating and air condition system.
- Diagnose and repair diesel truck and trailer brake and suspension faults.
- Diagnose and repair diesel truck and trailer drivetrain faults.
- Diagnose and repair truck and trailer heating and air conditioning faults
- Diagnose and repair truck and trailer hydraulic systems.

Program Student Learning Outcomes (PSLO)

1. Demonstrate an understanding of operation, service and repair of medium and heavy duty diesel trucks, trailers and their associated systems.
2. Analyze, diagnose and repair truck and trailer brake, suspension and hydraulic system faults with medium and heavy duty vehicles.
3. Perform maintenance, inspection, diagnosis and repair of diesel truck and trailer brakes, suspensions, drivetrain, hydraulic and air conditioning systems commonly used on medium and heavy duty vehicles and associated equipment.

Occupational Preparedness

Students who successfully complete the program will be trained to work as a medium and heavy duty vehicle repair technician. The duties will service, maintenance, diagnoses and repair of medium and heavy duty vehicles and associated equipment. The design of this program is consistent with the mission of Ventura College as stated below:

Vision

Ventura College will be a model community college known for enhancing the lives and economic futures of its students and the community.

Mission

At Ventura College, we transform students' lives, develop human potential, create an informed citizenry, and serve as the educational and cultural heart of our community. Placing students at the center of the educational experience, we serve a highly diverse student body by providing quality instruction and student support, focusing on associate degree and certificate completion, transfer, workforce preparation, and basic skills. We are committed to the sustainable continuous improvement of our college and its services.

The college is dedicated to enhancing the lives of students, developing their potential and improving the economic future of both students and the community. This program will enable students to develop or enhance their mechanical skills, increase employability skills, and contribute to increasing success for the businesses for which they will work. The Certificate of Achievement in Medium and Heavy Duty Vehicle Repair is in alignment with the mission of the college. This program prepares students for careers with job titles that include the following:

- Diesel truck technician
- Fleet technician
- Truck mechanic
- Transportation mechanic
- Transit mechanic
- Service technician
- Mechanic
- Bus repair technician
- Agricultural equipment repair technician

This program is not selective and there is no specific entry criterion. Additional fees for students beyond the standard community college registration fees, tuition, and textbooks would include personal safety equipment (foot and eye protection) as well as a specified work shirt.

Item 2. Catalog Description

The Diesel Mechanics program at Ventura College is designed to prepare students for immediate employment in the Ventura County diesel engine repair workforce. Students will be taught the advanced knowledge and high technology skills that will prepare them for a career as a diesel technician in the 21st century. The program curriculum incorporates lecture and laboratory activities. Competencies will include: maintenance and inspection of heavy-duty vehicles, repair of diesel engines; technical, operation, and diagnostic skills of diesel electrical systems; operation of power train units; inspection and adjustment of steering suspension systems, brake systems service, diagnosis and repair of heating and air conditioning systems and the diagnosis of fuel systems.

Required Courses:

DM V30	Truck and Trailer Brake Systems	2.0
DM V30L	Truck and Trailer Brake Systems Laboratory	1.5
DM V34	Truck Suspensions and Steering Systems	2.0
DM V34L	Truck Suspensions and Steering Systems Laboratory	1.5
DM V40	Heating, Ventilation and Air Conditioning (HVAC)	2.0
DM V40L	Heating, Ventilation and Air Conditioning (HVAC) Laboratory	1.5
DM V42	Hydraulic Systems	2.0
DM V42L	Hydraulic Systems Laboratory	1.0
DM V44	Drivetrain – Medium and Heavy Duty Vehicles	2.0
DM V44L	Drivetrain Laboratory – Medium and Heavy Duty Vehicles	1.5

Total units for second year (Master Repair Diesel Certificate*) 17

Major Units	17
Completion of Local General Education Pattern	---
Double-Counted Units	---
Electives (CSU transferrable units to reach 60)	---

Total Units for Certificate 17

Program Student Learning Outcomes

1. Demonstrate an understanding of operation, service and repair of medium and heavy duty vehicles.
2. Analyze, diagnose and repair operational faults with medium and heavy duty vehicles.
3. Perform maintenance inspection and maintenance service required of medium and heavy duty vehicles.

Item 3. Program Requirements

Certificate of Achievement in Medium and Heavy Duty Vehicle Repair

Requirements	Dept. Name/#	Class Name	Units	CSU-GE	IGE TC	Sequence
	DM 30	Truck and Trailer Brake Systems	2.0			YR 2 Fall
	DM 30L	Truck and Trailer Brake Systems Laboratory	1.5			YR 2 Fall
	DM 34	Truck Suspensions and Steering Systems	2.0			YR 2 Fall
	DM 34L	Truck Suspensions and Steering Systems Laboratory	1.5			YR 2 Fall
	DM 40	Heating, Ventilation and Air Conditioning (HVAC)	2.0			YR2 Spring

	DM 40L	Heating, Ventilation and Air Conditioning (HVAC) Laboratory	1.5			YR2 Spring
	DM 42	Hydraulic Systems	2.0			YR2 Spring
	DM 42L	Hydraulic Systems Laboratory	1.0			YR2 Spring
	DM 28	Drivetrain – Medium and Heavy Duty Vehicles	2.0			YR2 Spring
	DM 28L	Drivetrain Laboratory – Medium and Heavy Duty Vehicles	1.5			YR2 Spring

Required Core Total 17 units

Total Units 17 units

Proposed Sequence units per semester:

Year 2 Fall = 7.0

Year 2 Spring = 10.0

Total Units = 17.0

Approval of Diesel Mechanics Advisory Council

The Ventura College Diesel Mechanics Advisory Council met multiple times in the preparation of the Diesel Mechanics program at Ventura College. The minutes can be found in Appendix A of this document. The committee was involved in every detail of the planning and implementation of the program. It was agreed that the greatest need for potential employers of completing students was in the service, diagnosis and repair of diesel engines and related systems. The decision was made to offer a two tiered program. The first year would cover the immediate need for engine technicians and the second year would cover the truck and trailer components. Both of the tiers would have a certificate of completion. The first would be a certificate of completion in Diesel Engine Repair and the second would be a Certificate of Completion for Medium and Heavy Duty Vehicle Repair certificate could be completed in two semesters. The certificate for Medium and Heavy Duty Vehicle Repair also could be completed in two semesters of course work. The Students would also be able to work toward an Associate Degree in Diesel Mechanics.

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Item 5. Enrollment and Completer Projections

Department #	Course Title	2015-2016	
		# Sections (biennial)	Enrollment (biennial)
DM V30	Truck and Trailer Brake Systems	1	24 (estimated)
DM V30L	Truck and Trailer Brake Systems Laboratory	1	24 (estimated)
DM V34	Truck Suspensions and Steering Systems	1	24 (estimated)
DM V34L	Truck Suspensions and Steering Systems Laboratory	1	24 (estimated)
DM V40	Heating, Ventilation and Air Conditioning (HVAC)	1	24 (estimated)
DM V40L	Heating, Ventilation and Air Conditioning (HVAC) Laboratory	1	24 (estimated)
DM V42	Hydraulic Systems	1	24 (estimated)
DM V42L	Hydraulic Systems Laboratory	1	24 (estimated)
DM V44	Drivetrain – Medium and Heavy Duty Vehicles	1	24 (estimated)
DM V44L	Drivetrain Laboratory – Medium and Heavy Duty Vehicles	1	24 (estimated)

Item 6. Place of Program in Curriculum/Similar Programs

The Diesel Mechanics Program is new to Ventura College. Since it is an entirely new program all the classes are new and have been recently developed and approved by the curriculum committee and the district board. Being a new program it is not replacing any other classes or programs.

Item 7. Similar Programs at Other Colleges in the Service Area

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Ventura College is a member of the South Central Coast Regional Consortium (SCCRC). The consortium reviews all new programs for appropriateness and competition. The Diesel Certificates of Achievement and Associates Degree will presented to the SCCRC at their next meeting. It is expected that Ventura College will receive full approval and support. Confirmation will be indicated in the SCCRC minutes which will be included in attachment C.

Attachments:

- A. Diesel Mechanics Program Advisory Committee Minutes
- B. Labor Market Information
- C. South Central Coast regional Consortium minutes



Curriculum Committee Minutes--DRAFT

Multidisciplinary Center—West 312 (MCW-312)

Tuesday, November 15, 2016 at 3:30pm

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

Called to order: 3:32pm by Michael Bowen

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

VOTING MEMBERS		P=Present A=Absent				
Faculty co-chair	Michael Bowen	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Articulation Officer	Thao Brabander	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Academic Senate President	Alex Kolesnik	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
AFT Rep.	Vacant	<input type="checkbox"/> P	<input type="checkbox"/> A			
WED Division	Ellen Rearick	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	Eric Irwin	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
SLO Committee Representative	Debbie Newcomb	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Health, KIN, ICA, and Performing Arts Division	Nancy Fredrickson	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Krenly Guzman	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A
Vis. Arts, Behv/Soc Sciences, and Lang Division	Ann Bittl	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Scott Corbett	<input checked="" type="checkbox"/> P	<input 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 checked="" type="checkbox"/> P	<input type="checkbox"/> A	Jennifer Garner	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A
Student Affairs Division	Tom Dalton	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	Lauren Wintermeyer	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
Technical Review Chair	Ryan Petitfils	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
NON-VOTING MEMBERS						
CIO co-chair (Interim)	Kimberly Hoffmans	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
ASVC Rep.	vacant	<input type="checkbox"/> P	<input type="checkbox"/> A			
Dean	Tim Harrison	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	Dan Kumpf	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
Dean	Gwendolyn Lewis-Huddleston	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	Kathleen Schrader	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
Dean	Lynn Wright	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	David Bransky	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
Dean	Karen Engelsen	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A			
Instructional Data Specialist	Katie Owash	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Instructional Data Specialist	Kelly Denton	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A			
Recorder/Curriculum Technician	Sarah Ayala	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
Registrar	Arlene Reed	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			

Guests: Jack Bennett (MATH), Sharon Oxford (DE)

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

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

Motion by: R. Petitfils moved to approve the meeting agenda

Seconded by: G. Arquilevich

Discussion: None

Final resolution: Agenda approved as presented

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, P. Yi

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

R. Petitfils: Curriculum Committee Training – Tuesday, November 22, 2016 at 3:30pm in MCW 312 to get through the backlog of courses.

A. Bittl: – ART Department - December 1st Grand Opening event from 6pm – 8:30pm

IV. APPROVAL OF MINUTES: (Discussion/Action)

M. Bowen called for a motion to approve the minutes of the 11/1/16 meeting.

Motion by: R. Petitfils moved to approve the minutes of the 11/1/16 meeting.

Seconded by: N. Fredrickson

Discussion: None

Final resolution: Minutes of the 11/1/16 meeting were approved

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, P. Yi

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

A. New and Continuing Program Process (Discussion/Action) – K. Hoffmans

Before we approve a new program, the Accreditation Substantive Change Report should be written as well. Would be good to have process for programs going through Budget Recourse Committee, and have the same format for this body as BRC.

Kim and Sarah to meet with Mark Pauley to show him what we are already doing, and bring back information to CC

No action on this subject was taken at this meeting

¹ Five minutes is allotted to any member of the public who wishes to address the curriculum committee, with a maximum of twenty minutes per topic aggregated for all speakers, unless extended by vote of the committee. At the request of any speaker proposing to address a specific agenda item, the committee may also vote to permit that speaker's comments to be deferred until the meeting progresses to that topic.

B. Policies from SLO Advisory Group (Discussion) – D. Newcomb

These two policies have been written during the past two semesters. The SLO Committee wanted to bring them through Curriculum Committee as an information item.

Document 1: How to manage courses added and archived into TracDat

Document 2: Process for Consistent Listing of SLOs

If you want to see the list of SLOs, please see the VC website and go to the SLO page. Lists are PDFs.

C. List of Programs needed updates and next steps (Discussion/Action) – R. Petitfils

Document presented: List of courses with revisions that have affected degrees. Changes to units, title and/or course ID numbers will affect catalog and programs.

For department notification, Ryan will copy the Department Chair of affected program(s) when First Reading email is sent to course author.

Programs on the presented document need to be updated ASAP – at the latest by the first meeting in January. Updates should go through CurricUNET as revisions.

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

**A. Updates: ARCH V64 (same as CT V64), ART V73A (same as PHOT V73A),
CT V44, CT V64 (same as ARCH V64), CT V66, CT V79, CT V95, KIN V16,
KIN V81, KIN V90, MATH V44, PHOT V73A (same as ART V73A) SOC V02,
SOC V13**

*Motion to approve Consent Agenda courses **with the exception of** ART V73A (same as PHOT V73A), PHOT V73A (same as ART V73A), KIN V16, and KIN V90*

Motion by: J. Garner moved to approve Consent Agenda courses except those listed above.

Seconded by: S. Corbett

Discussion: **KIN V16** missing a textbook and it was removed. Course objective recently added, but looks like it should be an SLO.

KIN V90 missing a textbook. Even though independent study, it still needs one. Textbook line is documenting text that is comparable to what is listed in the COR. Must be updated every so often to be kept current. Publication must be current within 5 years

KIN V16 and KIN V90 to be approved separately later in the meeting with First Reading courses.

ART V73A (same as PHOT V73A) and PHOT V73A (same as ART V73A)

Course outlines don't match. SLO needs to be added, DE changes

Is the photography course appropriate to be co-listed as an art course? If they are cross-listed, how can we only have 1 minimum qualification?

(see motion below for resolution)

Final resolution: **ARCH V64 (same as CT V64), CT V44, CT V64 (same as ARCH V64), CT V66, CT V79, CT V95, KIN V81, MATH V44, SOC V02, SOC V13** were approved as Consent Agenda items

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, P. Yi

Motion by: A Bittl moved for ART V73A (same as PHOT V73A), PHOT V73A (same as ART V73A) to be pulled from this meeting's agenda to be discussed at the next Curriculum Committee Meeting.

Seconded by: P. Sezzi

Discussion: None

Final resolution: Courses to be discussed at next Curriculum Committee meeting

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, P. Yi

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

No items presented

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

A. Revised: ART V68, ART V71, ART V72, ENGL V02, ENGL V35 ENGL V135

B. KIN V16 and KIN V90

***These First Reading courses have non-substantial changes and do not need a second reading and will not go to the Board of Trustees.**

M. Bowen called for a motion to approve KIN V16 and KIN V90 for discussion for simultaneous first and second reading

Motion by: N. Fredrickson moved to approve KIN V16 and KIN V90 for first/second reading

Seconded by: C. Branciforte

Discussion: None

*Final resolution: **KIN V16 and KIN V90** approved for a combination of first & second reading on the condition that the items discussed are corrected.*

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, P. Yi

M. Bowen called for a motion to approve remaining First Reading courses

Motion by: A. Bittl moved to approve remaining First Reading courses

Seconded by: G. Arquilevich

*Discussion: Spreadsheet error to note:
ENGL V35 and ENGL V135 – check course names in all sections*

*Final resolution: **ART V68, ART V71, ART V72, ENGL V02, ENGL V35 ENGL V135** approved as First Reading Courses that do not need a second reading*

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, P. Yi

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

A. Review: ART V68, CT V95, ENGL V35

B. Revision: ART V71, ART V72, ~~ART V73A (same as PHOT V73A)~~, ENGL V02, KIN V90, MATH V44, ~~PHOT V73A (same as ART V73A)~~

***ART V73A (same as PHOT V73A) and PHOT V73A (same as ART V73A) were removed earlier in the agenda.**

Motion by: T. Brabander called for a motion to reconsider ART V68, ART V71 and ART V72 that were approved for First Reading

Seconded by: R. Petitfils

Discussion: ART V68, ART V71 and ART V72 – don't have lab manuals

Final resolution: Lecture textbook can be used for both lecture and as a lab manual, until further information can be obtained from the State

Courses to move forward for approval in other areas of agenda

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, P. Yi

M. Bowen called for a motion to approve Requisite Courses **with the exception of** ART V73A (same as PHOT V73A), and PHOT V73A (same as ART V73A), which were removed from the agenda earlier in the meeting.

Motion by: A. Bittl moved to approve Requisite Courses with the exception of those listed above.

Seconded by: A. Kolesnik

Discussion: KIN 90 – Requisite was removed
CT V95 – “requisite” changed to “enrollment limitation”

Final resolution: Requisite courses approved with the exception of those removed from the agenda

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, P. Yi

IX. DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL

(Discussion/Action; see attachment)

A. New: ART V68, ART V71, ART V72, ~~ART V73A (same as PHOT V73A), ENGL V02, ENGL V35, ENGL V135, KIN V81, PHOT V73A (same as ART V73A), SOC V02, SOC V13~~

B. Review: MATH V44

M. Bowen called for a motion to approve Distance Education courses **with the exception of** ART V73A (same as PHOT V73A), and PHOT V73A (same as ART V73A), which were removed from the agenda earlier in the meeting.

Motion by: A. Bittl moved to approve Distance Education courses with the exception of those listed above

Seconded by: N. Fredrickson

Discussion: None

Final resolution: Distance Education courses approved with the exception of those listed above

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, P. Yi

X. MINIMUM QUALIFICATIONS

A. None

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

A. AP 4025 Philosophy and Criteria for Associate Degree and General Education (Discussion – see attachment) – K. Hoffmans

Motion by: P. Sezzi moved to approve this document and move it forward to Academic Senate

Seconded by: D. Newcomb

Discussion: Correction: on first page, in bulleted items, add comma after “The ability to think..”

Final resolution: Document was recommended to move forward to Academic Senate

Yes: G. Arquilevich, A. Bittl, M. Bowen, T. Brabander, C. Branciforte, S. Corbett, N. Fredrickson, J. Garner, K. Guzman, A. Kolesnik, D. Newcomb, R. Petitfils, P. Sezzi, P. Yi

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

A. Request(s) for future agenda items

No items added

XIII. REPORTS (Information)

A. Co-Chairs

1. Update from Curriculum Regional Meeting South (M. Bowen/R. Petitfils)

Not discussed due to time constraints

B. Articulation/C-ID

1. C-ID Approvals (T. Brabander)

No items to report

C. Board of Trustees/ DTRW-I

1. DTRW-I:

2. Board of Trustees:

No report given

D. Subcommittees/Workgroups

E. CurricUNET/Banner/TracDat

1. New Trac Dat Requirements (D. Newcomb)

To be removed off agenda. Item covered in earlier discussions.

F. Other

M. Bowen adjourned the meeting at 5:01 p.m.

NEXT MEETING

December 6, 2016 - 3:30 PM

MCW-312

Written materials relating to a Curriculum Committee meeting item that are distributed to at least a majority of the Curriculum Committee members less than 72 hours before a noticed meeting and that are public record not otherwise exempt from disclosure will be available for inspection at Ventura College located at 4667 Telegraph Road, Ventura, CA 93003 or at the Curriculum Committee meeting.

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of:

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

Curricular Proposals for 11/15/2016

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 ¹ , P=Prereq ¹ , C=Coreq ¹ , RP=Recom. Prep. ¹ (¹ see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE									
	ARCH V64 (same as CT V64)	Building Construction: Materials and Methods	CR	3	Update	D	none	Architecture Construction Technology	Fall 2017											
	ART V73A (same as PHOT V73A)	Digital Imaging	CR	3	Update	P	none	Art*	Fall 2017	X	X									
	CT V44	Green Electrical Systems	CR	2	Update	D	none	Construction Technology	Fall 2017											
	CT V64 (same as ARCH V64)	Building Construction: Materials and Methods	CR	3	Update	none	none	Architecture Construction Technology	Fall 2017											
	CT V66	National Electrical Code	CR	3	Update	none	none	Construction Technology	Fall 2017											
	CT V79	Construction Estimating	CR	3	Update	none	none	Construction Technology	Fall 2017											
	CT V95	Construction Technology Internship I	CR	1-4	Update	FT	LC	Construction Technology	Fall 2017	X										
	KIN V16	Aerobic Kickboxing	CR	1	Update	none	OBJ	Physical Education*	Fall 2017											
	KIN V81	Fundamentals of Kinesiology	CR	3	Update	none	none	Physical Education*	Fall 2017		X									
	KIN V90	Directed Studies in Kinesiology	CR	1-6	Update	P	none	Physical Education*	Fall 2017	X										
	MATH V44	Elementary Statistics	CR	4	Update	P	none	Mathematics*	Fall 2017	X	X									
	PHOT V73A (same as ART V73A)	Digital Imaging	CR	3	Update	P	none	Art*	Fall 2017	X	X									
	SOC V02	Social Problems	CR	3	Update	none	none	Sociology*	Fall 2017		X									
	SOC V13	Sociology of Deviance, Crime and Society	CR	3	Update	none	none	Sociology*	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 ¹ , P=Prereq ¹ , C=Coreq ¹ , RP=Recom. Prep. ¹ (¹ see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BoT								
		NONE																		

Curricular Proposals for 11/15/2016

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 ¹ , P=Prereq ¹ , C=Coreq ¹ , RP=Recom. Prep. ¹ ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BoT								
	ART V68	Introduction to Digital Art Applications	CR	3	Revised	T, D	OBJ, CC, LC	Art*	Fall 2017	X	X									
	ART V71	Computer Graphic Design 1 Introduction to Typography	CR	3	Revised	T, D, P	OBJ, CC, LC	Art*	Fall 2017	X	X									
	ART V72	Computer Introduction to Graphic Design II	CR	3	Revised	T, D, EL, P, RP	OBJ, LC	Art*	Fall 2017	X	X									
	ENGL V02	Fundamentals of English Composition	CR	5	Revised	P, RP	OBJ, CC	English*	Fall 2017	X	X									
	ENGL V35	Introduction to Multicultural American Literature	CR	3	Revised	T	none	English*	Fall 2017	X	X									
	ENGL V135	Multicultural American Multicultural Literature	CR	3	Revised	T	none	English*	Fall 2017		X									
FIRST READING: PROGRAMS													SUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
	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											
	ART V68	Introduction to Digital Art Applications	CR	3	Review	Recommended Preparation: ART 11A, and/or ART V12A, and computer fundamentals	First Reading: Courses		Fall 2017											
	CT V95	Construction Technology Internship I	CR	1-4	Review	Corequisite: enrolled in a minimum of 7 units to include internship Recommended Preparation: completion of or concurrent enrollment in one course in the discipline	First Reading: Courses		Fall 2017											
	ENGL V35	Multicultural American Literature	CR	3	Review	Recommended Preparation: ENGL V01A	Consent Agenda Courses		Fall 2017											
	ART V71	Computer Graphic Design 1 Introduction to Typography	CR	3	Revision	Prerequisite: ART V11A or ART V12A or ART V69	First Reading: Courses		Fall 2017											
	ART V72	Computer Introduction to Graphic Design II	CR	3	Revision	Prerequisite: ART V71 11A or equivalent skills Recommended Preparation: ART V68	First Reading: Courses		Fall 2017											
	ART V73A (same as PHOT V73A)	Digital Imaging	CR	3	Revision	Prerequisite: ART V11A, or ART V69 and ART V12A Recommended Preparation: ART V70A or equivalent skills; and computer fundamentals	Consent Agenda Courses		Fall 2017											
	ENGL V02	Fundamentals of English Composition	CR	5	Revision	Prerequisite: ENGL V03, or V03A, or placement as measured by the college assessment process Recommended Preparation: ENGL V06A	First Reading: Courses		Fall 2017											
	KIN V90	Directed Studies in Kinesiology	CR	1-6	Revision	Prerequisite varies with topic	Consent Agenda Courses													
	MATH V44	Elementary Statistics	CR	4	Revision	Prerequisite: MATH V03 or MATH V12 or MATH V13B or MATH V35 or MATH V14 or placement as measured by the college assessment process	Consent Agenda Courses		Fall 2017											
	PHOT V73A (same as ART V73A)	Digital Imaging	CR	3	Revision	Prerequisite: ART V11A, or ART V69 and ART V12A Recommended Preparation: ART V70A or equivalent skills; and computer fundamentals	Consent Agenda Courses		Fall 2017											

Curricular Proposals for 11/15/2016

DISTANCE EDUCATION APPROVALS										
APPROVED	COURSE ID	COURSE TITLE	CR NC	NEW/RE	DE TYPE	SOURCE	EFFECTIVE			
	ART V68	Introduction to Digital Art Applications	CR	New	Hybrid (1-50% online) Fully Online (100% online)	First Reading Courses	Fall 2017			
	ART V71	Computer Graphic Design 1 Introduction to Typography	CR	New	Hybrid (1-50% online) Fully Online (100% online)	First Reading Courses	Fall 2017			
	ART V72	Computer Introduction to Graphic Design #	CR	New	Hybrid (1-50% online) Fully Online (100% online)	First Reading Courses	Fall 2017			
	ART V73A (same as PHOT V73A)	Digital Imaging	CR	New	Hybrid (1-50% online) Fully Online (100% online)	Consent Agenda: Courses	Fall 2017			
	ENGL V02	Fundamentals of English Composition	CR	New	Hybrid (1-50% online)	First Reading Courses	Fall 2017			
	ENGL V35	Multicultural American Literature	CR	New	Hybrid (1-50% online) Hybrid (51-99% online) Fully Online (100% online)	Consent Agenda: Courses	Fall 2017			
	ENGL V135	Multicultural American Multicultural Literature	CR	New	Hybrid (1-50% online) Hybrid (51-99% online) Fully Online (100% online)	First Reading Courses	Fall 2017			
	KIN V81	Fundamentals of Kinesiology	CR	New	Hybrid (1-50% online) Fully Online (100% online)	Consent Agenda: Courses	Fall 2017			
	PHOT V73A (same as ART V73A)	Digital Imaging	CR	New	Hybrid (1-50% online) Fully Online (100% online)	Consent Agenda: Courses	Fall 2017			
	SOC V02	Social Problems	CR	New	Fully Online (100% online)	Consent Agenda: Courses	Fall 2017			
	SOC V13	Sociology of Deviance, Crime and Society	CR	New	Hybrid (51-99% online) Fully Online (100% online)	Consent Agenda: Courses	Fall 2017			
	MATH V44	Elementary Statistics	CR	Review	Hybrid (1-50% online) Hybrid (51%-99% online)	Consent Agenda: Courses	Fall 2017			
** END OF LIST **										

Course/Program Changes for 11/15/16

APPROVED	Course Change	CHANGES SUBMITTED	Programs Affected
	ART V71		Fine Art AA Fine Art COA Studio Arts for Transfer (AA-T)
	ART V72		Fine Art AA Fine Art COA Studio Arts for Transfer (AA-T)
	ENGL V135		General Studies - Arts & Humanities Pattern 1 GE Local Requirements Patterns 2 and 3
** END OF LIST **			

Notes from Curriculum Regional Meeting (South) – October 22, 2016

* Chancellor's office and curriculum updates:

** The 2016-2017 unit certifications should be added to the Financial Aid PPA. (I'm not sure what this means, but that's what the chancellor's office people told us!)

** Art Studio and Art History C-ID requirements for associate degrees for transfer (ADTs) will be changing to Articulation Agreement by Major (AAM) requirements, as the C-ID office cannot find CSU reviewers in these disciplines. The corresponding C-ID numbers/descriptors will be withdrawn (presumably this is permanent), and courses currently submitted to the review queue in these disciplines will never be reviewed. AOs should (if necessary) negotiate AAMs for degree requirements (courses satisfying graduation requirements for one or both art ADTs) with at least one CSU campus to facilitate approvals of ADTs at the state chancellor's office (CCCCO) in these disciplines.

** The "Chancellor's Office Curriculum Inventory" (COCI, the new curriculum inventory system) will debut in December with 12 pilot colleges, who will have to deal with helping the state work out kinks/bugs in the system. Interested colleges should contact Jackie Escajeda, but CCCCCO is requesting that the pilot colleges have experienced curriculum technicians. The system should be phased in (final migration) for all 113 colleges in February/March 2017.

** Information on the Educational Planning Initiative (EPI) including a webinar is available at

<https://cccedplan.org/>

** PCAH 6th edition: Document will be organized into 3 sections. (1) Standards and Guidelines, (2) Implementation and Submission Guidelines, and (3) Curriculum Inventory Manual. The first two sections are planned for publication after COCI becomes available; the third is under prep and may change due to bugs discovered during the COCI pilot period. The new PCAH program classifications should not be used (will not be available for selection) until each college is scheduled to adopt COCI. Programs submitted between now and then should use the old program designations OR (preferably) be held for submission until COCI becomes available.

* Noncredit courses (most of this information duplicates what was in the PPT slides):

** These courses offer zero units of credit; no enrollment fees to be paid but also no financial aid available; may be open entry/open exit (optional); they are intended to help students reach personal, academic, or professional goals.

** They may be scheduled flexibly (basically any number of hours as needed to cover the curriculum) and students should still have access to counseling and Student Success and Support Program (SSSP) services. They are repeatable, and not affected by the 30-unit basic skills limitation.

** They focus on skills attainment, not grades/units, and allow faculty more freedom to tailor the course curriculum. They may cover levels beginning with elementary skills and continue up to pre-collegiate skills. They may prep students for either credit programs or employment, possibly including CTE preparation, practice, and/or certification. They may also serve as a bridge to other educational/career pathways.

They provide an option for struggling students, especially in basic skills, and can be an integral part of achieving student equity goals.

Successful completion of noncredit curriculum can be part of a multiple-measures assessment.

** They are a point of entry for under-served students and/or a transition point to prepare students for credit instruction. Courses have immediate impact on student's lives/communities. Courses can be innovative, allowing faculty to create new courses/programs to meet student needs. They also provide an opportunity for students to repeat a course, practice skills, and become more proficient (e.g., at keyboarding).

** Equal apportionment may be available through Career Development and College Preparation (CDCP). CDCP courses in the basic skills category may include supervised tutoring, high school diploma, or equivalency; other categories are ESL, short-term vocational, and workforce preparation (CB22 must be A, C, I, J); currently these must be entry-level, although the statewide senate (ASCCC) is working on making courses designed for career advancement count as well.

** Apportionment for noncredit courses is determined by positive attendance, not census.

** Title 5: Certificate of Competency requirements appear in section 55152; course requirements appear in section 55070. SLOs are required for noncredit courses; outcomes data should be used in program review for evaluation of noncredit certificates. Colleges should pay attention to noncredit results when planning/expanding programs.

** The discipline placement process is the same as for credit courses; assignments may be noncredit qualification and/or credit qualification (they don't have to be noncredit only).

** Adult Education Block Grant (AEBG)/AB 86/AB 104: certain AEBG areas fall within noncredit. Resources and assistance are available through ASCCC.org and ACCEONLINE.org; (ACCE = "Association of Community and Continuing Education"). ASCCC is holding a noncredit summit in spring 2017; also send inquiries to info@asccc.org, or work with local AEBG group.

** A new Basic Skills Initiative (BSI) formula starts fall 2017 which may disadvantage noncredit students.

* Noncredit Q & A (questions from the field; not addressed in PPT slides):

Q&A

Q: Many faculty are not familiar with noncredit curriculum (haven't taught it/haven't taken it)...how to engage faculty in creating noncredit curriculum? A: No clear answer; opportunity to be creative?

Q: Can a noncredit course serve as a prerequisite for a credit course? A: Yes.

Q: Can a noncredit course serve as a prerequisite for another noncredit course? A: No, although this is under discussion at the state.

However, noncredit courses *are* currently allowed as rec-preps for other noncredit courses.

Q: Is it considered course duplication if you have similar or identical credit and noncredit courses? A: No(!)

Q: Is concurrent offering of credit/noncredit sections allowed when the courses are similar or identical? A: Yes; noncredit might be suitable for students who need job skills (say in arithmetic) but not units. Some colleges have increased enrollment in low-enrolled credit courses (to prevent cancellation) by piggybacking identical noncredit courses. Exceptions (beware!): No dance/recreational/PE courses may be offered as noncredit! (per Title 5 section 58130). However, a health/nutrition class with an exercise component might be OK.

Q: Can noncredit courses be offered online? A: Yes, as long as you have census so you can report the contact hours.

Q: May noncredit courses be recorded on students transcripts? A: No, but efforts are underway to change this.

Q: Can you sneak a noncredit course into a credit certificate or degree? A: No.

Q: How can a college grant credit for completion of a noncredit course later in a student's career (i.e., if the noncredit course has a for-credit analogue which satisfies a degree or credit certificate requirement)? A: Credit by exam, waivers are possibilities (subject to local policy). Note: ASCCC can help train faculty on curriculum committees to say "no" to abuse of noncredit.

Q: Is there noncredit Cooperative Work Experience? A: No, except for externships (even then, apportionment may only be earned for in-class hours, not field hours).

Q: What is the order of submission for noncredit courses and certificates? A: Check with Jackie; likely courses first and certificates afterward.

Q: What is the minimum number of courses required in a noncredit certificate program? A: Two or more REQUIRED sequential courses; note that restrictive electives are *not* counted as part of the two, according to CCCCCO.

Q: Do SLOs for noncredit courses/certificates need to reflect critical thinking competencies? A: Yes.

Q: Can noncredit programs such as pharmacy technician still be accredited by specific external agencies? A: Yes.

Q: How are noncredit courses graded? A: P, NP, or the new "Satisfactory Progress" (SP) symbol (use of SP may require update of local BP/AP on grading); no A-F grading is permitted. See the updated Title 5 section 55023 for the definition of SP.

* Strong Workforce Recommendations: Curriculum

CTE Workforce Recommendations; attempt to generate strategies all may consider to mitigate barriers to effective, responsive curriculum development of CTE courses/programs.

BOG launched "Strong Workforce Task Force" on Workforce, Job Creation, and Strong Economy. Their report, including 25 recommendations, is available at

http://doingwhatmatters.cccco.edu/portals/6/docs/sw/2016_11%20Workforce_Task_Force_Implementation%20Recommendations%20Version%201.pdf

and also see

<http://doingwhatmatters.cccco.edu/StrongWorkforce.aspx>

There will be a CTE Leadership Institute May 5th/6th 2017.

Q: If local consortia recommend (rather than approve) programs, why is there so much emphasis on their role? A: Some sort of data must be provided to the CCCCO to support the program; Workforce Investment Boards (WIBs) have to satisfy Federal requirements.

Q: Is there help available for CTE faculty in light of requirements to gather increasing amounts of data/increased workload for CTE faculty?

A: Colleges may use workforce money to hire faculty to build courses or programs; CCCCO is training research teams to help institutional researchers; DSN (deputy sector navigator) team; each local senate should have a CTE liaison.

Q: What are ways to facilitate curricular portability? A: Besides what is on the chart, foreign degrees, credit by exam.

Additional Notes from the Zero-Cost Textbook Degree Program Session:

The chancellor's office has grants available for colleges interested in developing courses AND degrees where there is no-textbook cost for the students.

Many high quality, peer reviewed and approved free textbooks are available on <https://openstax.org/> including a statistics textbook written by Barbara Illowsky of DeAnza College.

Two grants are available: Planning grants Up to \$35,000 per college for planning the creation of Zero-Textbook-Cost degrees or career technical education certificates.

Funding for first phase to run 1 January 2017-30 September 2017 AND Implementation grants Up to \$150,000 per college for implementing Zero-Textbook-Cost degrees or career technical education certificates.

Due date for applications is 12 December. The goal is to implement degrees by the first term of the 2018–19 academic year, or sooner, as determined by the Chancellor's Office.