Curriculum Committee Agenda
Multi-Disciplinary Center–West 312 (MCW-312)
November 7, 2017 at 3:00pm
ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2018 UNLESS OTHERWISE NOTED.

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

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

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

   A.   **All major revisions to courses submitted after this point will be effective Fall 2019.**

   B.   **January 16, 2018: New courses, minor revisions, updates and programs must be through Second Reading by this date to make it into the 2018/2019 catalog**

   C.   **Next Curriculum Committee Meeting is December 5th. The following meeting is January 16th.**

IV. **APPROVAL OF MINUTES: October 17, 2017 (Discussion/Action)**

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

   A.   **GE Pattern (Discussion/Action if needed) – T. Brabander (20 min)**

   B.   **SLO Review (Discussion) - N. Cole (5 min)**

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

   1.   **Updates: BUS V01A, BUS V45, FREN V01, GEOL V21, PSY V07**

   2.   **Deletion: CJ V11A, HED V82, KIN V73**

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

   1.   **Revised: BUS V02, BUS V17, NS V20**

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

   A.   **None**

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[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.

IX. **FIRST READING:**

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

        1. **New: BUS V61, BUS V62, BUS V63, BUS V64**

        2. **Revised: *BIOL V31 (same as BIOT V31), *BIOT V31 (same as BIOL V31), *BUS V90, *CD V10, *MUS V39**

        *proposed for first and second reading at the 11/7/17 curriculum committee meeting

    B. **CURRICULAR PROPOSALS NOT REQUIRING SECOND READING (Discussion/Action; see attachment)**

        1. **Revised: GEOL V02L, GEOL V03, GEOL V03L, HED V95**

    C. **PROGRAMS: (Discussion/Action; see attachment)**

        1. **New: A.S. Bookkeeping, COA Pre-Allied Health**

        2. **Revised: COA Bookkeeping**

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

    A. **None**

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

    A. **New: BUS V61, BUS V62**

    B. **Revised: BIOL V31 (same as BIOT V31), BIOT V31 (same as BIOL V31)**

    C. **Review: BUS V01A, BUS V45, BUS V90, CD V10, GEOL V02L, GEOL V03L, PSY V07**

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

    A. **New: BUS V45, BUS V61, BUS V62, BUS V63, BUS V64, CD V10, FREN V01, GEOL V02L, GEOL V03, GEOL V03L, GEOL V21, PSY V07**

    B. **Review: BUS V45, PSY V07, HED V02**

XIII. **MINIMUM QUALIFICATIONS (Discussion/Action)**

    A. **BUS N161, BUS N162, BUS N163, BUS N164**

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

    A. **None**

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

    A. **Discussion regarding the proposed Academic Senate resolution on courses not recently offered (Discussion/Action) – M. Bowen**

XVI. REPORTS (Information)

    A. Co-Chairs

    B. Articulation/C-ID

    C. Board of Trustees/ DTRW-I

    D. Subcommittees/Workgroups

    E. New Curriculum Approvals at the State (CCCCO)

        1. Fall 2018 Implementation: FILM V07 (new), BUS V07 (rev)

NEXT MEETING
December 5, 2017—3:00 PM
MCW-312

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

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of:
Kim Hoffmans, Vice President Academic Affairs
Ventura College - 4667 Telegraph Road - Ventura, CA 93003 - (805) 289-6464

Curriculum Committee Minutes---<mark>DRAFT</mark>

Multidisciplinary Center—West 312 (MCW-312)
<mark>**Tuesday, October 17, 2017**</mark> **at 3:00pm**

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

Called to order: 3:08 p.m.

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

VOTING MEMBERS		P=Present A=Absent				
Faculty co-chair	Michael Bowen	☑ P	☐ A			
Articulation Officer	Thao Brabander	☑ P	☐ A			
Academic Senate President	Lydia Morales	☐ P	☑ A			
AFT Rep.	Vacant	☐ P	☐ A			
Career Education I Division	Kelly Wellman	☑ P	☐ A	(Vacant)	☐ P	☐ A
Career Education II Division	Chad Stangeland	☐ P	☑ A	(Vacant)	☐ P	☐ A
SLO Committee Representative	Nathan Cole or Andrea Horigan	☐ P	☑ A			
Health, KIN, ICA, and Performing Arts Division	Nancy Fredrickson	☑ P	☐ A	Krenly Guzman	☐ P	☑ A
Vis. Arts, Behv/Soc Sciences, and Lang Division	Maline Werness-Rude	☑ P	☐ A	Scott Corbett	☑ P	☐ A
English & Math Division	Peter Yi	☑ P	☐ A	John Guelcher	☐ P	☑ A
Librarian	Peter Sezzi	☑ P	☐ A			
Sciences Division	Chloe Branciforte	☑ P	☐ A	Dan Clark	☑ P	☐ A
Student Services Division	Mario Rivera	☑ P	☐ A	Lauren Wintermeyer	☑ P	☐ A
Technical Review Chair	Michael Callahan	☑ P	☐ A			
NON-VOTING MEMBERS						
CIO co-chair	Kimberly Hoffmans	☑ P	☐ A			
ASVC Rep. (ASVC Senator of Internal Affairs)	Sam Ponce	☐ P	☑ A			
Dean	Tim Harrison	☐ P	☑ A	Dan Kumpf	☐ P	☑ A
Dean	Gwendolyn Lewis-Huddleston	☐ P	☑ A	Felicia Dueñas	☐ P	☑ A
Dean	Lynn Wright	☐ P	☑ A	David Bransky	☐ P	☑ A
Dean	Debbie Newcomb	☑ P	☐ A			
Instructional Data Specialist	Olivia Long	☐ P	☑ A			
Instructional Data Specialist	Kelly Denton	☐ P	☑ A			
Recorder/Curriculum Technician	Sarah Ayala	☑ P	☐ A			
Registrar	Arlene Reed	☐ P	☑ A			

Guests: Damien Pena (VP, Student Affairs), Sharon Oxford (DE), Angelica Gonzales (COUN)

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

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

Motion by:	*K. Wellman*
Seconded by:	*S. Corbett*
Discussion:	*Amendment to the agenda– Time certain (first) for Debbie Newcomb to address First Reading Courses/answer questions*
Final resolution:	*Agenda approved with amendment*
Yes: ALL	*M. Bowen, T. Brabander, M. Callahan, D. Clark, S. Corbett, N. Fredrickson, M. Rivera, K. Wellman, M. Werness-Rude, L. Wintermeyer, P. Yi*
No/Abstain:	*None*

Discussion moved to Item IX on the agenda (see item IX section for notes). After discussion on Item IX, committee resumed with Item III on the agenda.

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

A. Next Curriculum Committee Meeting is November 7th. Deadline: major revisions must be through second reading to make the 2018/2019 catalog.
The next Curriculum Committee meeting is November 7th. All major revisions (those requiring two readings and BoT approvals) must be through second reading by that meeting. Please remind your faculty of this deadline.

S. Oxford – next Canvas training starts next week. Use the Eventbrite link on the VC website to register.

M. Rivera - Priority Registration for Spring semester starts on Monday

L. Wintermeyer – Kim and Lauren went to Guided Pathways workshop. First phase is campus assessment. VC reps thinking about putting out a campus-wide survey. Curriculum process will be a big piece of that.

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IV.   APPROVAL OF MINUTES: (Discussion/Action)

M. Bowen called for a motion to approve the minutes from the 10/03/17 meeting.

Motion by:	*L. Wintermeyer*
Seconded by:	*T. Brabander*
Discussion:	*None*
Final resolution:	*Minutes approved as presented*
Yes:	*M. Bowen, T. Brabander, C. Branciforte, M. Callahan, D. Clark, S. Corbett, N. Fredrickson, M. Rivera, P. Sezzi, K. Wellman, M. Werness-Rude, L. Wintermeyer, P. Yi*
Abstain:	*None*

V.   POLICY AND PROCESS (Information or Discussion/Action)
A. SLO Review (Discussion) - N. Cole

Discussion postponed until next meeting

B. Recommended changes to VC catalog cover page disclaimer (Discussion/Action; see attachment) – T. Brabander

Thao has made a change in wording to the catalog cover page disclaimer. New wording will have to go to DTRW-I since language appears on all 3 campus catalogs.

T. Brabander moved to approve the cover page language and make the online catalog the official version.

Motion by:	*T. Brabander*
Seconded by:	*P. Sezzi*
Discussion:	*It is preferred that the electronic version of the catalog be considered the official copy, as it will include any addenda that are needed.*
	MC and OC are in agreement with this language change, and it has also been approved by Rick Post at the DAC.
	Question: Is there a reason that we only reference the catalog being available in the EAC? This is Due to ADA compliance.
	Should we also add language to let them know that the catalog is available in the bookstore and library if they want a hard copy?
	During group discussion, the following changes to the presented document were made in green (red shows what was presented to the CC):

"Ventura College has made every reasonable effort to ensure that the information provided in this general Ccatalog is accurate and current. However, this document should not be considered an irrevocable contract between the students and Ventura College. The content is subject to change. The College reserves the right to make additions, revisions, or deletions, and will implement the changes as may be necessary due to changes in governmental regulations, <s>district policy, college policy, procedures, and/</s>or curriculum District policies and procedures, college processes, and/or curriculum. The College will make every reasonable effort to inform students of significant changes that occur after publication of

this document. (Information of significant changes will be ~~the official version and will be~~ *posted/available on the Ventura College website at* ~~venturacollege.edu/apply_enroll/catalog~~*. (Any addenda posted at venturacollege.edu/apply_enroll/catalog will become the official version).*

The college catalog is available in the library, online, and for purchase in the campus bookstore. *The* ~~C~~*college* ~~C~~*catalog is available in alternate formats upon request from the Educational Assistance Center, (805) 289-6300.*

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4th line of paragraph should read "District policies and procedures, college processes, and/or curriculum."

Wording in the parenthesis should be clarified.
(Any addenda posted at (site) will become the official version")

Two short sentences at the end:
The college catalog is available in the library, online, and for purchase in the campus bookstore. Then final sentence remains the same. Period after the phone number
EAC has to be mentioned separately to be in compliance with ADA.

Final resolution:	*New catalog language endorsed by the committee with changes listed in the discussion*
Yes:	*M. Bowen, T. Brabander, C. Branciforte, M. Callahan, D. Clark, S. Corbett, N. Fredrickson, M. Rivera, P. Sezzi, K. Wellman, M. Werness-Rude, L. Wintermeyer, P. Yi*
No/Abstain:	*None*

VI. CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
A. Updates: BUS V53

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

Motion by:	*S. Corbett*
Seconded by:	*M. Werness-Rude*
Discussion:	*None*
Final resolution:	*Approved*
Yes:	*M. Bowen, T. Brabander, C. Branciforte, M. Callahan, D. Clark, S. Corbett, N. Fredrickson, M. Rivera, P. Sezzi, K. Wellman, M. Werness-Rude, L. Wintermeyer, P. Yi*
No/Abstain:	*None*

VII. SECOND READING COURSES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
      1. New: BUS N161, BUS N162, BUS N163, BUS N164
      2. Revised: BUS V04, NS V30, NS V31
      3. Revised (Spring 2019): NS V40, NS V41

The Spring implantation on NS V40 and NS V41 is due to cohort structure

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

Motion by:	*D. Clark*
Seconded by:	*N. Fredrickson*
Discussion:	*NS V30 and NS V31 have the same title and NS V40 and NS V41 have the same title as well.*
	NS V31 and NS V41 are for students in a non-graduate option
	NS V30 and NS V40 are the usual graduate option
	TITLES of NS V31 and NS V41 need to include: "30-UO" on these to distinguish from the others. This needs to be added in Curricunet to NS 41
	BUS V04 Minimum qualifications – there are two MQs, so this should be an "ors"
	MQ piece needs to be re-addressed at the next meeting with BUS Faculty and the group
Final resolution:	*Second Reading proposals approved. MQs will be discussed at the next curriculum committee meeting.*
Yes:	*M. Bowen, T. Brabander, C. Branciforte, M. Callahan, D. Clark, S. Corbett, N. Fredrickson, M. Rivera, P. Sezzi, K. Wellman, M. Werness-Rude, L. Wintermeyer, P. Yi*
No/Abstain:	*None*

VIII. SECOND READING PROGRAMS: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
      A. None

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

    A. Revised: BUS V02, BUS V17, ~~MUS V39~~, NS V20

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

    A. Revised: BUS V01B, BUS V28A, BUS V29, BUS V33, BUS V97, GEOL V09

FIRST READING: PROGRAM PROPOSALS FOR APPROVAL

    B. None

M. Bowen called for a motion to discuss and/or approve the First Reading items

Motion by:	*S. Corbett*
Seconded by:	*D. Clark*
Discussion:	*S. Oxford asked about DE designation on the BUS courses.*
	D. Newcomb: Some courses are only 1-50% hybrid for DE. BUS V97 includes access to a web based program faculty would like to assign to the students. It is online content, so thought it was best to make course a hybrid. The other courses are similar, but on a smaller scale.
	T. Brabander – MUS V39 – faculty had recommended music/theater fundamentals. How does faculty decide which courses are fundamentals? Our courses are not distinguished as such.
	Final decision: MUS V39 to be postponed until next meeting.
	GEOL V09 – Earth Science/Lab. DE was added.
Motion amended:	*Motion was amended to approve all first reading course with the exception of MUS V39. MUS V39 to be moved to next Curriculum Committee meeting on Nov 7.*
Final resolution:	*All first reading courses WITH THE EXCEPTION of MUS V30 were approved*
Yes:	*M. Bowen, T. Brabander, C. Branciforte, M. Callahan, D. Clark, S. Corbett, N. Fredrickson, M. Rivera, K. Wellman, M. Werness-Rude, L. Wintermeyer, P. Yi*
No/Abstain:	*None*

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

    A. HED V73: Course was submitted to the State. SAM code was correct at the State. Second Reading and Board approval not needed. (Information)

SAM code was correct at the state and only wrong in CurricUNET. State version was correct. Second reading on the course was not needed, nor was Board approval. This was an information item only.

XI. REQUISITES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
   A. **New: BUS V97**
   B. **Revised: NS V20**
   C. **Review: BUS V01B, BUS V29, BUS V53, ~~MUS V39~~**

MUS V39 was postponed from requisite review as it was postponed from Item IX

M. Bowen called for a motion to approve the Requisite proposals with the exception of MUS V39

Motion by:	*L. Wintermeyer*
Seconded by:	*T. Brabander*
Discussion:	*None*
Final resolution:	*Requisite approvals with the exception of MUS V39 were approved.*
Yes:	*M. Bowen, T. Brabander, C. Branciforte, M. Callahan, D. Clark, S. Corbett, N. Fredrickson, M. Rivera, P. Sezzi, K. Wellman, M. Werness-Rude, L. Wintermeyer, P. Yi*

No/Abstain: None

XII. DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)
   A. **New: BUS V28A, BUS V29, BUS V33, BUS V97**
   B. **Review: BUS V17, BUS V53, GEOL V09**

M. Bowen called for a motion to approve the Distance Education proposals

Motion by:	*S. Corbett*
Seconded by:	*M. Werness-Rude*
Discussion:	*None*
Final resolution:	*Distance Education proposals were approved*
Yes:	*M. Bowen, T. Brabander, C. Branciforte, M. Callahan, D. Clark, S. Corbett, N. Fredrickson, M. Rivera, P. Sezzi, K. Wellman, M. Werness-Rude, L. Wintermeyer, P. Yi*

No/Abstain: None

XIII. MINIMUM QUALIFICATIONS (Discussion/Action) – P. Sezzi
A. ACT V02
B. ACT V03

Request for this body to stipulate what the MQs should be as they were not listed.
M. Bowen called for a motion to assign ACT V02 and ACT V03 to the discipline of Special Education in accordance with the Curriculum Committee's procedure for assigning courses to disciplines.

Motion by:	*P. Sezzi*
Seconded by:	*M. Rivera*
Discussion:	*None*
Final resolution:	*Motion passed*
Yes:	*M. Bowen, T. Brabander, C. Branciforte, M. Callahan, D. Clark, S. Corbett, N. Fredrickson, M. Rivera, P. Sezzi, K. Wellman, M. Werness-Rude, L. Wintermeyer, P. Yi*
No/Abstain	*None*

XIV. PHILOSOPHY AND GENERAL EDUCATION CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action)
A. None

XV. DISCUSSION/INFORMATION (Information or Discussion/Action)
A. Discussion regarding the proposed Academic Senate resolution on courses not recently offered (Discussion/Action) – M. Bowen

The Academic Senate drafted a resolution that would prohibit the Curriculum Committee from deleting any courses.
A handout was presented to the group – M. Bowen's written rebuttal to the proposal. The last page of the handout is the Senate's draft resolution.

This item is on the next Senate agenda as a discussion item. M. Bowen will be attending and will present the rebuttal as his personal response. It was shared with the Curriculum Committee for review and information. Should the committee like to endorse or modify the rebuttal, that is possible, and rebuttal could be presented as a response from the body as a whole IF it is the will of the committee. In that case, M. Bowen would speak as a representative of the Curriculum Committee at the Senate meeting.

Discussion:
Is there an advantage to having the rebuttal be presented to the Senate in advance of the meeting so they are prepared for the discussion? Is that compliant with the Brown Act? The Brown Act does not prohibit one way communication/sharing information, but Senators cannot engage in a discussion outside of appointed meeting time.

In response to this, the group decided to have the rebuttal presented at the time of the meeting and not shared with the Senators before to make sure they were in compliance with the rules.

Curriculum Committee group decided to take the time to review the rebuttal and let M. Bowen know if they are comfortable with endorsing the statement. M. Bowen is open to recommendations for changes.

K. Hoffmans publically supported Michael Bowen and his efforts as Curriculum Committee Chair, faculty member of VC, and his desire to present factual information as to why it is necessary to have an accurate catalog. She stated that she believes this body (Curriculum Committee) tries to provide the most robust, clean, and high-quality curriculum, and presenting a college catalog that reflects what we actually offer is just another step in this process.

XVI. REPORTS (Information)

A. Co-Chairs

B. Articulation/C-ID

If your department would like a delay from approval of articulation and implementation of the course, please let Thao know. The COR effective date may need to be adjusted.

C. Board of Trustees/ DTRW-I

1. New Curriculum Management System Update

DAC is looking at the successor system to CurriCUNET. Our contract with them expires on or about Feb 2018. The DAC is actively in the process of obtaining quotes and demonstrations for new systems. 3 vendors have expressed interest in working with VC.

DTRW-I workgroup received a report from Dave Fuhrmann, Associate Vice Chancellor of Information Technology Operations, regarding costs, timelines, etc. He is also interested in taking comments from Curriculum Committee and other users as to which system to use, or questions for presenters.

D. Subcommittees/Workgroups

E. New Curriculum Approvals at the State (CCCCO)

1. BUS V03 (Spring 2018), HED V73 (Spring 2018), HED V97 (Spring 2018), FILM V02 (Spring 2018)

Meeting adjourned at 4:33pm.

NEXT MEETING

November 7, 2017 - 3:00 PM

MCW-312

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Kim Hoffmans, Interim Vice President Academic Affairs
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(805) 289-6464

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	GE
		CONSENT AGENDA: COURSES				NONSUBSTANTIAL CHANGES TO CATALOG	ARTIC CHANGES						
✓	BUS V53	Legal Environment of Business	CR	3	Update	None	CC	Business*	Fall 2018	X	X	No	
		SECOND READING: COURSES				SUBSTANTIAL CHANGES TO CATALOG	ARTIC CHANGES						
✓	BUS N161	Microsoft Word	NC	0	New	Add to catalog		Business*	Fall 2018			X	
✓	BUS N162	Microsoft Excel	NC	0	New	Add to catalog		Business*	Fall 2018			X	
✓	BUS N163	Microsoft PowerPoint	NC	0	New	Add to catalog		Business*	Fall 2018			X	
✓	BUS N164	Computer Fundamentals and Productivity Tools	NC	0	New	Add to catalog		Business*	Fall 2018			X	
✓	BUS V04	Computerized Payroll Accounting	CR	3	Revised	None (SAM/TOPs codes)	OBJ, CC, LC	Accounting* Business*	Fall 2018			X	
✓	NS V30	~~The Nursing Process Applied to the Client Health Care Deviations II~~ *Patient-Centered Care II and Maternal Newborn and Mental Health Nursing*	CR	9	Revised	T, D, EL (SAM/TOPs codes)	OBJ, CC, LC	Nursing*	Fall 2018			X	
✓	NS V31	~~The Nursing Process Applied: Health Care Deviations II~~ *Patient-Centered Care II and Maternal Newborn and Mental Health Nursing: 30-UO*	CR	9	Revised	T, D, P, EL (SAM/TOPs codes)	OBJ, CC, LC	Nursing*	Fall 2018			X	
✓	NS V40	~~The Nursing Process Applied to Health Care Deviation III~~ *Patient-Centered Care III and Transition to Professional Practice*	CR	9	Revised	T, D, FT, EL (TOPs codes)	OBJ, CC, LC	Nursing*	Spring 2019			X	
✓	NS V41	~~The Nursing Proc Applied to the Client w/ Hlth Care Dev III~~ *Patient-Centered Care III and Transition to Professional Practice: 30-UO*	CR	9	Revised	T, D, FT, P, EL (SAM/TOPs codes)	OBJ, CC, LC	Nursing*	Spring 2019			X	

APPROVED	AWARD TYPE	DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS			EFFECTIVE				
		SECOND READING: PROGRAMS				SUBSTANTIAL CHANGES TO CATALOG	ARTIC CHANGES						
		NONE											

	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
FIRST READING: COURSES REQUIRING SECOND READING						**SUBSTANTIAL CHANGES TO CATALOG**		**ARTIC CHANGES**				
✓	BUS V02	Income Tax Fundamentals	CR	3	Revision	None (SAM code change)	CC	Accounting* Business*	Fall 2018			X
✓	BUS V17	Computer Applications	CR	3	Revision	None (TOPs code change)	None	Business*	Fall 2018		X	X
Postponed	~~MUS V39~~	~~Introduction to Music Technology~~	~~CR~~	~~2 3~~	~~Revision~~	~~U, H,~~	~~None~~	~~Music*~~	~~Fall 2018~~	~~X~~		~~X~~
✓	NS V20	Patient-Centered Care I and Family-Centered Care of Children	CR	9	Revision	H	None	Nursing*	Spring 2018	X		X
FIRST READING: COURSES NOT REQUIRING SECOND READING						**SUBSTANTIAL CHANGES TO CATALOG**		**ARTIC CHANGES**				
✓	BUS V01B	Managerial Accounting	CR	4	Revised	None	OBJ, CC, LC	Accounting* Business*	Fall 2018	X		No
✓	BUS V28A	Medical Office Procedures: Front Office	CR	3	Revised	None	OBJ, LC	Health Care Ancillaries	Fall 2018		X	No
✓	BUS V29	Medical Insurance	CR	3	Revised	None	CC	Health Care Ancillaries	Fall 2018	X	X	No
✓	BUS V33	Business Law	CR	3	Revised	None	CC	Business* Law*	Fall 2018		X	No
✓	BUS V97	Multi-Skilled Medical Assistant	CR	16	Revised	D, RP	OBJ, CC, LC	Health Care Ancillaries	Fall 2018	X	X	No
✓	GEOL V09	Earth Science with Lab	CR	4	Revised	None	OBJ	Earth Science* Geography*	Fall 2018		X	

	AWARD TYPE	DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS			EFFECTIVE			
FIRST READING: PROGRAMS						**SUBSTANTIAL CHANGES TO CATALOG**		**ARTIC CHANGES**				
		NONE										

ADMINISTRATIVE CHANGES							
✓	HED V73	Introduction to Holistic Health and Healing	CR	3	Update	Curriculum Committee approved this course 9/19/2017. Was to go to BOT due to SAM code change. It was discovered that the SAM code was already correct at the State. No BoT approval necessary. Course submitted to the state and approved 10/6/17	Spring 2018

APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	REQUISITE TYPE	REQUISITE TEXT	SOURCE		EFFECTIVE			
						REQUISITE APPROVALS						
✓	BUS V97	Multi-Skilled Medical Assistant	CR	16	New	Recommended Preparation: BUS V27A Recommended Preparation: Basic computer skills Recommended Preparation: Basic math skills	First Reading: Courses		Fall 2018			
✓	NS V20	Patient-Centered Care I and Family-Centered Care of Children	CR	9	Revised	Prerequisite: NS V10 Enrollment Limitation: Criminal Background Clearance; Drug and Alcohol Clearance; Current CPR Certification ~~for Health Care Provider or Professional Rescuer~~; *from the American Heart Association (Basic Life Support) or American Red Cross (Basic Life Support for Healthcare Provider)* ; Proof of freedom and immunity to communicable diseases; Physical examination demonstrating general good health; No visible tattoos or visible body piercings except single studs in ear lobes; No acryclic or long nails in clinical settings	First Reading: Courses		Spring 2018			
✓	BUS V01B	Managerial Accounting	CR	4	Review	Prerequisite: BUS V01A with a grade of C or better	First Reading: Courses		Fall 2018			
✓	BUS V29	Medical Insurance	CR	3	Review	Recommended Preparation: typing 30 wpm	First Reading: Courses		Fall 2018			
✓	BUS V53	Legal Environment of Business	CR	3	Review	Recommended Preparation: ENGL V01A	Consent Agenda: Courses		Fall 2018			
Postponed	~~MUS V39~~	~~Introduction to Music Technology~~	~~CR~~	~~2 3~~	~~Review~~	~~Recommended Preparation: Music fundamentals and computer fundamentals~~	~~First Reading: Courses~~		~~Fall 2018~~			

APPROVED	COURSE ID	COURSE TITLE	CR NC	NEW/REV	DE TYPE		SOURCE		EFFECTIVE			
					DISTANCE EDUCATION APPROVALS							
✓	BUS V28A	Medical Office Procedures: Front Office	CR	New	Hybrid (1-50% online)		First Reading: Courses		Fall 2018			
✓	BUS V29	Medical Insurance	CR	New	Hybrid (1-50% online)		First Reading: Courses		Fall 2018			
✓	BUS V33	Business Law	CR	New	Hybrid (1-50% online)Fully Online (100%) Hybrid (51-99% online) Fully Online (100% online)		First Reading: Courses		Fall 2018			
✓	BUS V97	Multi-Skilled Medical Assistant	CR	New	Hybrid (1-50% online)		First Reading: Courses		Fall 2018			
✓	BUS V17	Computer Applications	CR	Review	Fully Online (100%)		First Reading: Courses		Fall 2018			
✓	BUS V53	Legal Environment of Business	CR	Review	Hybrid (1-50% online)Fully Online (100%) Hybrid (51-99% online) Fully Online (100% online)		Consent Agenda: Courses		Fall 2018			
✓	GEOL V09	Earth Science with Lab	CR	Review	Hybrid (1-50% online)Fully Online (100%) Hybrid (51-99% online) Fully Online (100% online)		First Reading: Courses		Fall 2018			
	** END OF LIST **											

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 Limitation¹, P=Prereq¹, C=Coreq¹, RP=Recom. Prep.¹ (¹see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BOT	GE
		CONSENT AGENDA: COURSES				**NONSUBSTANTIAL CHANGES TO CATALOG**	**ARTIC CHANGES**						
	BUS V01A	Financial Accounting	CR	4	Update	None	None	Accounting* Business*	Fall 2018	X		No	
	BUS V45	Business Communications	CR	3	Update	None	None	Business*	Fall 2018	X	X	No	
	FREN V01	Elementary French I	CR	5	Update	None	None	Foreign Languages*	Fall 2018		X	No	
	GEOL V21	Natural Disasters	CR	3	Update	None	None	Earth Science*	Fall 2018		X	No	
	PSY V07	Introduction to Research Methods in Social and Behavioral Sciences	CR	3	Revision	None	None	Psychology*	Fall 2018	X	X	No	
	CJ V11A	Aikido I	CR		Deletion	Remove from Catalog			Fall 2018			No	
	HED V82	Health and Fitness Activities	CR	3	Deletion	Remove from Catalog			Fall 2018			No	
	KIN V73	Holistic Movement	CR	1	Deletion	Remove from Catalog			Fall 2018			No	
		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 Limitation¹, P=Prereq¹, C=Coreq¹, RP=Recom. Prep.¹ (¹see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BOT	GE
	BUS V02	Income Tax Fundamentals	CR	3	Revision	None (SAM code change)	CC	Accounting* Business*	Fall 2018			X	
	BUS V17	Computer Applications	CR	3	Revision	None (TOPs code change)	None	Business*	Fall 2018		X	X	
	NS V20	Patient-Centered Care I and Family-Centered Care of Children	CR	9	Revision	H	None	Nursing*	Spring 2018	X		X	
		SECOND READING: PROGRAMS				**SUBSTANTIAL CHANGES TO CATALOG**	**ARTIC CHANGES**						
APPROVED	AWARD TYPE	DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS			EFFECTIVE				
		NONE											

Ventura College Curriculum Committee
Curricular Proposals for 11/07/2017

FIRST READING: COURSES REQUIRING SECOND READING						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 Limitation¹, P=Prereq¹, C=Coreq¹, RP=Recom. Prep.¹ (¹see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BoT
	BUS V61	Microsoft Word	CR	3	New	Add to Catalog		Business*	Fall 2018	X	X	X
	BUS V62	Microsoft Excel	CR	3	New	Add to Catalog		Business*	Fall 2018	X	X	X
	BUS V63	Microsoft PowerPoint	CR	3	New	Add to Catalog		Business*	Fall 2018		X	X
	BUS V64	Computer Fundamentals and Productivity Tools	CR	2	New	Add to Catalog		Business*	Fall 2018		X	X
1st/2nd	*BIOL V31 (same as BIOT V31)	~~Introduction to Methods of Biotechnology and Molecular Biology~~ *Applied Biotechnology with Laboratory*	CR	~~2~~ 4	Revision	T, U, H, D, Was, RS, RP, SAM Code	OBJ, CC, LC	Biological Sciences* Biotchnology	Fall 2018	X		X
1st/2nd	*BIOT V31 (same as BIOL V31)	~~Introduction to Methods of Biotechnology and Molecular Biology~~ *Applied Biotechnology with Laboratory*	CR	~~2~~ 4	Revision	T, U, H, D, RS, RP, SAM Code	OBJ, CC, LC	Biological Sciences* Biotchnology	Fall 2018	X		X
1st/2nd	*BUS V90	Directed Studies in Business	CR	1-6	Revision	RS, TOP Code	OBJ, CC	Business*	Fall 2018	X		X
1st/2nd	*CD V10	Introduction to Children with Special Needs	CR	3	Revision	SAM code	None	Child Development/Early Childhood Education*	Fall 2018	X	X	X
1st/2nd	*MUS V39	Introduction to Music Technology	CR	~~2~~ 3	Revision	U, H	None	Music*	Fall 2018	X		X

FIRST READING: COURSES NOT REQUIRING SECOND READING						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 Limitation¹, P=Prereq¹, C=Coreq¹, RP=Recom. Prep.¹ (¹see "Requisite Approvals" for specific changes)	OBJ=Course objectives, CC=Course content, LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BoT
	GEOL V02L	Physical Geology Laboratory	CR	1	Revision	FT	OBJ, LC	Earth Science*	Fall 2018	X	X	No
	GEOL V03	Historical Geology	CR	3	Revision	C-ID	OBJ, CC	Earth Science*	Fall 2018		X	No
	GEOL V03L	Historical Geology Laboratory	CR	1	Revision	C-ID	None	Earth Science*	Fall 2018	X	X	No
	HED V95	Health and Wellness: Designed for Women	CR	3	Revision	D, Was	OBJ, CC	Health*	Fall 2018		X	No

FIRST READING: PROGRAMS						SUBSTANTIAL CHANGES TO CATALOG	ARTIC CHANGES				
APPROVED	AWARD TYPE	DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS			EFFECTIVE		BOT
	A.S.	Bookkeeping	CR	18	New	Add to Catalog			Fall 2018		X
	COA	Pre-Allied Health	CR	12	New	Add to Catalog			Fall 2018		X
	COA	Bookkeeping	CR	~~17.5~~ 18	Revision	Description change, course unit correction, total unit correction					No

Ventura College Curriculum Committee
Curricular Proposals for 11/07/2017

ADMINISTRATIVE CHANGES							
	NONE						
REQUISITE APPROVALS							

APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	REQUISITE TYPE	REQUISITE TEXT	SOURCE	EFFECTIVE
	BUS V61	Microsoft Word	CR	3	New	Recommended Preparation: Typing speed of at least 30 wpm is recommended	First Reading: Courses	Fall 2018
	BUS V62	Microsoft Excel	CR	3	New	Recommended Preparation: Typing speed of at least 30 wpm is recommended	First Reading: Courses	Fall 2018
	BIOL V31 (same as BIOT V31)	~~Introduction to Methods of Biotechnology and Molecular Biology~~ *Applied Biotechnology with Laboratory*	CR	~~2~~ *4*	Revision	Recommended Preparation: BIOL V30, or BIOT V30, or concurrent enrollment; ~~BIOL V42 or BIOT 42~~; CHEM V20 and CHEM V20L; high school chemistry with a grade of C of better; and ~~MICR~~ *BIOL V01 and BIOL V01L*	First Reading: Courses	Fall 2018
	BIOT V31 (same as BIOL V31)	~~Introduction to Methods of Biotechnology and Molecular Biology~~ *Applied Biotechnology with Laboratory*	CR	~~2~~ *4*	Revision	Recommended Preparation: BIOL V30, or BIOT V30, or concurrent enrollment; ~~BIOL V42 or BIOT 42~~; CHEM V20 and CHEM V20L; high school chemistry with a grade of C of better; and ~~MICR~~ *BIOL V01 and BIOL V01L*	First Reading: Courses	Fall 2018
	BUS V01A	Financial Accounting	CR	4	Review	Prerequisite: BUS V03, or 1 year of high school bookkeeping with a grade of C or better	Consent Agenda: Courses	Fall 2018
	BUS V45	Business Communications	CR	3	Review	Prerequisite: ENGL V01A	Consent Agenda: Courses	Fall 2018
	BUS V90	Directed Studies in Business	CR	1-6	Review	Prerequisite: varies with topic	First Reading: Courses	Fall 2018
	CD V10	Introduction to Children with Special Needs	CR	3	Review	Recommended Preparation: CD V02 and CD V62	First Reading: Courses	Fall 2018
	GEOL V02L	Physical Geology Laboratory	CR	1	Review	Prerequisite: GEOL V02 or concurrent enrollment	First Reading: Courses	Fall 2018
	GEOL V03L	Historical Geology Laboratory	CR	1	Review	Prereqisite: GEOL V03 or concurrent enrollment	First Reading: Courses	Fall 2018
	PSY V07	Introduction to Research Methods in Social and Behavioral Sciences	CR	3	Review	Recommended Preparation: ENGL V01A Prerequisite: PSY V01 and PSY V04; or MATH V44	Consent Agenda: Courses	Fall 2018

DISTANCE EDUCATION APPROVALS							

APPROVED	COURSE ID	COURSE TITLE	CR NC	NEW/REV	DE TYPE	SOURCE	EFFECTIVE
	BUS V45	Business Communications	CR	New Review	Hybrid (1-50% online) - new Hybrid (51-99% online) - new Fully Online (100% online) - review	Consent Agenda: Courses	Fall 2018
	BUS V61	Microsoft Word	CR	New	Hybrid (1-50% online) Hybrid (51-99% online) Fully Online (100% online)	First Reading: Courses	Fall 2018
	BUS V62	Microsoft Excel	CR	New	Hybrid (1-50% online) Hybrid (51-99% online) Fully Online (100% online)	First Reading: Courses	Fall 2018
	BUS V63	Microsoft PowerPoint	CR	New	Hybrid (1-50% online) Hybrid (51-99% online) Fully Online (100% online)	First Reading: Courses	Fall 2018
	BUS V64	Computer Fundamentals and Productivity Tools	CR	New	Hybrid (1-50% online)	First Reading: Courses	Fall 2018

		Ventura College Curriculum Committee										

	COURSE ID	COURSE TITLE	CR/NC	NEW/REV				EFFECTIVE			
	CD V10	Introduction to Children with Special Needs	CR	New	Hybrid (1-50% online) Hybrid (51-99% online) Fully Online (100% online)	First Reading: Courses		Fall 2018			
	FREN V01	Elementary French I	CR	New	Hybrid (51-99% online) Fully Online (100% online)	Consent Agenda: Courses		Fall 2018			
	GEOL V02L	Physical Geology Laboratory	CR	New	Hybrid (1-50% online) Hybrid (51-99% online) Fully Online (100% online)	First Reading: Courses		Fall 2018			
	GEOL V03	Historical Geology	CR	New	Hybrid (1-50% online) Hybrid (51-99% online) Fully Online (100% online)	First Reading: Courses		Fall 2018			
	GEOL V03L	Historical Geology Laboratory	CR	New	Hybrid (1-50% online) Hybrid (51-99% online) Fully Online (100% online)	First Reading: Courses		Fall 2018			
	GEOL V21	Natural Disasters	CR	New	Hybrid (1-50% online) Hybrid (51-99% online) Fully Online (100% online)	First Reading: Courses		Fall 2018			
	PSY V07	Introduction to Research Methods in Social and Behavioral Sciences	CR	New Review	Hybrid (1-50% online) - new Hybrid (51-99% online) - new Fully Online (100% online) - review	Consent Agenda: Courses		Fall 2018			
	HED V02	Health and Wellness: Designed for Women	CR	Review	Fully Online (100% online)	First Reading: Courses		Fall 2018			
		MINIMUM QUALIFICATIONS									
APPROVED	COURSE ID	COURSE TITLE	CR NC	NEW/REV	.			APPROVED EFFECTIVE			
	BUS N161	Microsoft Word	NC	New				Fall 2018			
	BUS N162	Microsoft Excel	NC	New				Fall 2018			
	BUS N163	Microsoft PowerPoint	NC	New				Fall 2018			
	BUS N164	Computer Fundamentals and Productivity Tools	NC	New				Fall 2018			
		** END OF LIST **									