



# Curriculum Committee Minutes

Multidisciplinary Center—West 312 (MCW-312)

Tuesday, November 06, 2018 at 3:00pm

**ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2019 UNLESS OTHERWISE NOTED.**

*\*All First Reading Proposals to be considered for First and Second Reading\**

Called to order: 3:05pm

## I. ROLL CALL (Quorum is 9 out of 17 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	Lydia Morales	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A			
AFT Rep.	Vacant	<input type="checkbox"/> P	<input type="checkbox"/> A			
Career Education I Division	Kelly Wellman	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	(Vacant)	<input type="checkbox"/> P	<input type="checkbox"/> A
Career Education II Division	Chad Stangeland	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	John Clark	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
SLO Committee Representative	Asher Sund	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A			
Health, KIN, ICA, and Performing Arts Division	Jeff Fischer	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A	(Vacant)	<input type="checkbox"/> P	<input type="checkbox"/> A
Vis. Arts, Behv/Soc Sciences, and Lang Division	Maline Werness-Rude	<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 type="checkbox"/> P	<input checked="" type="checkbox"/> A	(Vacant)	<input 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 Services Division	Mario Rivera	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A	Lauren Wintermeyer-Ramirez	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A
Technical Review Chair	Michael Callahan	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
NON-VOTING MEMBERS						
CIO co-chair	Kimberly Hoffmans	<input checked="" type="checkbox"/> P	<input type="checkbox"/> A			
ASVC Rep. (ASVC Senator of Internal Affairs)	Claribelle Ezennia	<input type="checkbox"/> P	<input type="checkbox"/> A			
Dean	Tim Harrison	<input type="checkbox"/> P	<input type="checkbox"/> A	Dan Kumpf	<input type="checkbox"/> P	<input type="checkbox"/> A
Dean	Vacant	<input type="checkbox"/> P	<input type="checkbox"/> A	Felicia Dueñas	<input type="checkbox"/> P	<input type="checkbox"/> A
Dean	Lynn Wright	<input type="checkbox"/> P	<input type="checkbox"/> A	David Bransky	<input type="checkbox"/> P	<input type="checkbox"/> A
Dean	Debbie Newcomb	<input type="checkbox"/> P	<input type="checkbox"/> A			
Academic Data Specialist	Olivia Long	<input type="checkbox"/> P	<input checked="" type="checkbox"/> A			
Academic 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 type="checkbox"/> P	<input type="checkbox"/> A			

**DE Committee Liaison:** Sharon Oxford (present)

**Guests:** Roxanne Ford (WS), Nancy Fredrickson (KIN), Lazaro Salinas (CJ), Angelica Gonzales (COUN) for Lauren Wintermeyer-Ramirez.

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

The following corrections in section XII.B.1. of the summary agenda:

Section X.2 Line 1 "AED" should be "AES"

Section XII. B.1 Line 1: "(same as HIST V45)"

Section XII. B1 Line 5: "CHEM ~~V02L~~ V20L" (may need to be moved to keep the course listing sequential by ID) (also needs to be corrected on the spreadsheet)

Section XII. B1. Line 6: "ENLG ENGL V06A"

Section XII. B1 Line 13: "LIB ~~B01~~ V01"

SWHS V01, currently marked as a New Course (Section XII.A.1) on the agenda should be considered a *revision* with an ID change, and will be moved to the First Reading Requiring Second Reading section (Section XII.A.2) of the agenda (formerly HMSV V50)

Section XII.C.I – First Reading Programs - Correction: General Studies Pattern II/III – Liberal Studies Emphasis

M. Bowen called for a motion to approve the agenda with corrections listed above

Motion by: S. Corbett

Seconded by: M. Werness-Rude

Discussion: None

Final resolution: Agenda approved with corrections

Yes: ALL M. Bowen, T. Brabander, C. Branciforte, M. Callahan, S. Corbett, J. Garner, A. Gonzales, M. Rivera, P. Sezzi, M. Werness-Rude

No/Abstain: None

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

### A. Chancellor's Office memo regarding programs (M. Bowen)

State Chancellor's office will no longer distinguish between major or minor revisions.

This does not apply to courses. Requests have been made to the Senate to put this on their agenda to weigh in on whether any new local processes are needed due to this update. Stay tuned.

### B. Issue with CourseLeaf and Lab Content information (M. Bowen)

Lab content was absent in first run of data migration. Phone conference scheduled with vendor on Friday to see what can be done. CurricUNET has also been notified for better information transfer in the future.

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

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

*M. Bowen called for a motion to approve the minutes from the 10/16/18 meeting.*

*Motion by: C. Branciforte*

*Seconded by: M. Rivera*

*Discussion: None*

*Final resolution: Minutes from the 10/16/18 meeting approved*

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, S. Corbett, J. Garner,  
A. Gonzales, M. Rivera, P. Sezzi, M. Werness-Rude*

*No/Abstain: None*

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

**A. None**

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

**A. New: ART V60, ART V81, BIOT V95, BIOT V96, ENGL V14, SWHS V10, THA V03B, WS V15**

**B. Revised: CHEM V20, CHEM V30, ENGL V15, ENGL V33, ENGL V36, MUS V02BL, MUS V02CL, MUS V34, NS V84C, NS V84D**

**C. Review: ART V72, BIOL V96, CHEM V02L, CHEM V30L, ENGL V06A, ENGR V02, ENGR V12, MATH V11B, MUS V02C, MUS V02D, MUS V02DL, MUS V15, MUS V24B, MUS V24C, MUS V24D, MUS V37, MUS V90, PHYS V03A, WS V13, WS V16, WS V17, WS V95**

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

*Motion by: M. Callahan*

*Seconded by: S. Corbett*

*Discussion: None*

*Final resolution: Requisite proposals approved as presented*

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, S. Corbett, J. Garner,  
A. Gonzales, M. Rivera, P. Sezzi, M. Werness-Rude*

*No/Abstain: None*

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

**A. New: AES V21A (same as HIST V48), AES V21B (same as HIST V57), AES V22 (same as HIST V58), AES V61 (same as HIST V79), ART V60, ART V81, CHEM V20, COUN V01, COUN V03, COUN V04, ENGL V14, ENGL V15, ENGL V33, ENGL V36, ENGL N102, HED V04, HIST V48, HIST V57 (same as AES V21B), HIST V58 (same as AES V22), HIST V59, HIST V78, HIST V79 (same as AES V61, HIST V86, PSY V32, SWHS V01, SWHS V10, THA V03B, THA V17A, THA V17B**

**B. New/Review: ART V01, ART V72**

**C. Review: ENGL V06A, HIST V32, HIST V53, HIST V54, HIST V56, HIST V70, HIST V76, HIST V82, LIB V01, MUS V01, MUS V08, PHYS V03A**

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

*Motion by: S. Corbett*

*Seconded by: M. Callahan*

*Discussion: None*

*Final resolution: Distance Education proposals approved*

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, S. Corbett, J. Garner, A. Gonzales, M. Rivera, P. Sezzi, M. Werness-Rude*

*No/Abstain: None*

**VIII. MINIMUM QUALIFICATIONS**

**A. ART V01, MUS V02BL**

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

*Motion by: P. Sezzi*

*Seconded by: M. Werness-Rude*

*Discussion: Correction on spreadsheet – ART is being added to ART V01, not ART history*

*Final resolution: Minimum Qualification proposals approved.*

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, S. Corbett, J. Garner, A. Gonzales, M. Rivera, P. Sezzi, M. Werness-Rude*

*No/Abstain: None*

**IX. CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL**

**(Discussion/Action; see attachment)**

- 1. Updates: AES V63 (same as HIST V50), ARCH V15, ART V01, CHEM V30, CHEM V30L, COUN V03, COUN V04, MUS V01, MUS V02C, MUS V02D, MUS V02DL, MUS V03, MUS V08, MUS V13, MUS V15, MUS V24A, MUS V24B, MUS V24C, MUS V24D, MUS V36, MUS V37, WS V10, WS V11, WS V12, WS V13, WS V14, WS V16**

- 2. Deletion: ENGL V36B, KIN V34, KIN V42A, KIN V42B, KIN V86**

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

*Motion by: S. Corbett*

*Seconded by: C. Branciforte*

*Discussion: Deleting golf courses? Yes - haven't offered them in awhile and the area has been renovated*

*Final resolution: Consent Agenda proposals approved*

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, S. Corbett, J. Garner, A. Gonzales, M. Rivera, P. Sezzi, M. Werness-Rude*

*No/Abstain: None*

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

1. **New: ACT N102, ACT N103, ACT N125, COMM V02, CJ V36, EAC N132, ENGM V02A, ENGM V03A, ENGM V03B, ESL V04GE, ESL V04LS, ESL V04RW, ESL V05GE, ESL V05LS, ESL V05RW, ESL V06GE, ESL V06LS, ESL V06RW**
2. **Revised: ART V08 (same as AES V65), CJ V05, ENGR V01, GEOG V22 (same as GIS V22), GEOG V28A (same as GIS V28A), GEOG V28B (same as GIS V28B), KIN V95, KIN V96, PHOT V04A, PHOT V04B, PHOT V06A, PHOT V08, PHOT V09A, PHOT V09B**

*\*red indicates items postponed from earlier CC meeting*

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

*Motion by: M. Callahan*

*Seconded by: M. Rivera*

*Discussion: None*

*Final resolution: All Second Reading proposals approved*

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, S. Corbett, J. Garner, A. Gonzales, M. Rivera, P. Sezzi, M. Werness-Rude*

*No/Abstain: None*

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

1. **Revision: AS-T Administration of Justice**

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

*Motion by: M. Callahan*

*Seconded by: M. Werness-Rude*

*Discussion: None*

*Final resolution: Second Reading program proposal approved*

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, S. Corbett, J. Garner, A. Gonzales, M. Rivera, P. Sezzi, M. Werness-Rude*

*No/Abstain: None*

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

*\* First Reading Proposals to be considered for First and Second Reading*

1. **New: ART V60, ART V81, BIOT V95, BIOT V96, ENGL V14, ENGL N102, FILM V10, HED V04, PSY V32, ~~SWHS V01~~, SWHS V10, THA V03B, THA V17A, THA V17B**
2. **Revised: BIOL V96, ENGR V02, GEOG V26 (same as GIS V26), NS V84C, NS V84D, PHOT V01, **SWHS V01**, WS V17, WS V95**

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

1. **Revised: AES V02A (same as HIST V45), AES V02B (same as HIST V55, AES V21A (same as HIST V48), AES V21B (same as HIST V57), AES V22 (same as HIST V58), AES V40A (same as HIST V43), AES V40B (same as HIST V51), AES V42A (same as HIST V73), AES V42B (same as HIST V83), AES V61 (same as HIST V79), ART V72, CHEM V20, CHEM V20L, COUN V01, ENGL V06A, ENGL V15, ENGL V33, ENGL V36, ENGR V12, GIS V26 (same as GEOG V26), HIST V32, HIST V43 (same as AES V40A, HIST V44, HIST V45 (same as AES V02A), HIST V48 (same as AES V21A), HIST V50 (same as AES V63), HIST V51 (same as AES V40B), HIST V53, HIST V54, HIST V55 (same as AES V02B), HIST V56, HIST V57 (same as AES V21B), HIST V58 (same as AES V22), HIST V59, HIST V70, HIST V73 (same as AES V42A), HIST V76, HIST V78, HIST V79 (same as AES V61), HIST V82, HIST V83 (same as AES V42B), HIST V86, LIB V01, LS V07, MATH V11B, MUS V02BL, MUS V02CL, MUS V34, MUS V90, PHYS V03A, WS V15**

**C. FIRST READING: PROGRAM PROPOSALS FOR APPROVAL**

**1. Revised:**

- AA-T Art History
- AA-T History
- AA-T Kinesiology
- AA-T Studio Arts
- AS Nursing
- General Studies Pattern I – Natural Sciences Emphasis
- General Studies Pattern I – Social and Behavioral Sciences Emphasis
- General Studies Pattern I – Arts and Humanities Emphasis
- General Studies Pattern II/III – Natural Sciences and Mathematics Emphasis
- General Studies Pattern II/III – Social and Behavioral Sciences Emphasis
- General Studies Pattern II/III – Arts and Humanities Emphasis
- General Studies Pattern II/III – Liberal Studies Emphasis

*M. Bowen called for a motion to approve the First Reading Proposals Requiring Second Reading for **First and Second Reading** in Section XII.A above*

*Motion by: M. Callahan*

*Seconded by: S. Corbett*

*Discussion: Some of the social work courses will have slightly different numbers as they transition to the new numbering format.  
BIOT courses – students doing BIOT under biology, and they should have options in BIOT as well.*

*HED: Health and Wellness class designed for men. There is already a women's course and a co-ed course. Online only the first time to see how it goes.*

*ART – Adding additional graphic design offerings. Currently stand alone courses.*

*What is the justification for THA V17A and THA V17B? Are they for a degree? In CORs they are noted for future degrees and certificates. But ADT seems already full. THA V17A is not a requisite for THA V17B either. THA V17A should be updated to reflect C-ID alignment.  
It was proposed to amend the motion and to ask THA rep to be present at the next CC meeting*

*Amendment of original motion: Approval of First Reading ONLY for THA V17A and THA V17B, and first and second reading approval for the rest of the courses in this section.*

*The two THA will get first approval today, then to DTRW-I Thursday, then back for the Curriculum Committee meeting Dec to decide whether they are approved for Board of Trustees. If department representative doesn't come, courses will be pulled.*

*Final resolution: First Reading proposals requiring Second Reading were approved for first and second readings, **with the exception of THA V17A and THA V17B**, which were approved for first reading only.*

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, S. Corbett, J. Garner, A. Gonzales, M. Rivera, P. Sezzi, M. Werness-Rude*

*No/Abstain: None*

*M. Bowen called for a motion to approve the First Reading Proposals Not Requiring Second Reading in Section XII.B section above*

*Motion by: M. Werness Rude*

*Seconded by: A. Gonzales*

*Discussion: HIST: courses renumbered – rationale is to move away from mechanical sequence and to encourage students to take a more contemporary history course pathway  
LIB V01 – up for 5 year review*

*Final resolution: First Reading Proposals Not Requiring Second Reading proposals approved*

*Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, S. Corbett, J. Garner, A. Gonzales, M. Rivera, P. Sezzi, M. Werness-Rude*

*No/Abstain: None*

M. Bowen called for a motion to approve the First Reading Program proposals for **First and Second Reading** in section XII.C above

Motion by: S. Corbett

Seconded by: P. Sezzi

Discussion: All of these proposals are revisions – changes to courses, new course, changes to Title/ID or deletions in most cases. All non-substantial changes

Studio Arts/Art History programs – new courses added into list of options

KIN – new courses added, some deletions removed

IN page 3 of narrative – “additions List A – BIOL V01A – remove A”

Nursing program is a retroactive review. Was changed for accreditation.

General Studies: additions of new courses

Final resolution: All First Reading Program proposals approved for **First and Second Reading**

Yes: M. Bowen, T. Brabander, C. Branciforte, M. Callahan, S. Corbett, J. Garner, A. Gonzales, M. Rivera, P. Sezzi, M. Werness-Rude

No/Abstain: None

### **XIII. ADMINISTRATIVE CHANGES (Discussion/Action)**

A. None

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

A. None

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

*Future agenda request: Can the DAC “Not For Credit” classes that compete with our VC noncredit course be discussed? DAC is advertising them as Certificates and they are not certificates.*

*Item will be on the December Curriculum Committee meeting agenda in the Policy and Process section of the agenda.*

*Curriculum Committee Co-Chair Election Results – M. Bowen will report at the next Academic Senate at next senate meeting that he will be continuing as Curriculum Committee Co-Chair for another term.*

*Connie Baker is coming back tomorrow to help Olivia while Kelly Denton is out on maternity leave*

### **XVI. REPORTS (Information)**

A. Co-Chairs

B. Articulation/C-ID

1. Report of Recent C-ID Approvals



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

1. **DTRW-I** – *Next meeting is Thursday Nov 8*

2. **Board of Trustees**

**D. Subcommittees/Workgroups**

**E. New Curriculum Approvals at the State (CCCCO) – S. Ayala**

1. **None**

**Meeting adjourned: 4:13pm**

**NEXT MEETING**

**December 4<sup>th</sup>, 2018 - 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