



# Minutes

Multidisciplinary Center West Conference Room (MCW-312)  
November 5, 2013

**D. Seymour called the meeting to order at 3:07 p.m.**

**VOTING MEMBERS PRESENT:** G. Arquilevich, A. Bittl, M. Bowen, T. Dalton, M. De La Rocha, D. Farris, A. Gaines, R. Koerner, A. Kolesnik, S. Lall, D. Newcomb  
(*ABSENT: G. Arevalo, H. Dalton, N. Fredrickson, P. Sezzi*)

**NON-VOTING MEMBERS PRESENT:** O. Duangpun, O. Long, D. Seymour

**GUESTS:** Andrew Cawelti, Ken Drake, Krenly Guzman, Gwen Huddleston, Dan Kumpf, Adam Sanchez (ASVC), Kathy Scott

**APPROVAL OF MINUTES: October 15, 2013**

D. Seymour called for a motion to approve the minutes. G. Arquilevich moved to accept, D. Newcomb seconded, and the motion carried unanimously.

**POLICY AND PROCESS DISCUSSION:**

**1. Pop Quiz Results**

*This item was tabled for the next meeting.*

**2. SB 440 Requirements**

*D. Seymour passed out a one page document written by Bob Quinn, Transfer and Articulation Coordinator, California Community Colleges Chancellor's Office. A brief discussion ensued regarding what constitutes an Area of Emphasis.*

**SECTION ONE:**

**REQUIRING COMMITTEE ACTION**

**I. Curricular Proposals for Approval**

**A. Credit Courses: Second Reading**

**1. New**

**2. Revise**

T=Title (substantial); U=Units, H=Hours (increased); P=Prereq, C=Coreq (substantial); D=Description (substantial); F=Fees (required); R=Repeat (added or increased)

**3. Prerequisite(s)/Corequisite(s)/Recommended Preparation**

4. 88s and 89s

5. Distance Education (new)

6. Degrees, Certificates and Awards (new programs, deleted, and substantial revisions): Second Reading

7. Noncredit Courses

8. Study Abroad/International Education

**B. Credit Courses: First Reading**

1. New

- **AUTO V32C** ASE Preparation for Brakes and Suspensions 1 unit
- **AUTO V32E** ASE Preparation for Electrical and Heating/Air 1 unit  
Conditioning
- **BUS V46** Marketing 3 units
- **BUS V47** Sales Techniques 3 units
- **MATH V12** Intermediate Algebra for Non-STEM Majors 3 units
- **PHOT V70A** Adobe Photoshop I for Digital and Fine Art 3 units
- **PHOT V70B** Adobe Photoshop II for Digital and Fine Art 3 units

**Requesting first and second reading to be effective Fall 2014**

*A. Cawelti stated that the auto courses proposed were part of the Toyota T-Ten program. M. Bowen inquired who grants the certification. A. Cawelti replied that it was Toyota.*

*K. Drake discussed the business course and provided a handout to the committee with supplemental information. He shared with the committee that the intent is to create a certificate of achievement in "Interactive Social Media and Marketing" and that these courses would be required. A brief discussion ensued regarding the COA. D. Farris inquired about BUS V45 and its ENGL V01A prerequisite. D. Newcomb replied that it was a difficult decision and that there may be more discussion before finalizing the proposal.*

*A. Kolesnik presented the MATH course. He stated that currently we offer a 5 unit MATH V03 transfer level course. The proposed course would provide another pathway for students to meet competency and satisfy AA/AS requirements. A discussion ensued regarding the title of the proposed course.*

*A. Bittl noted that the Adobe Photoshop courses previously were listed*

*under Multi-Media then moved to Art when the former was discontinued. The courses are being proposed to be 'same as' courses listed under Art.*

**-Approved for Fall 2014**

A motion to approve was made by M. Bowen and seconded by R. Koerner, with a notation that the title for course ID PHOT V70B should be 'Adobe Photoshop II...' not 'Adobe Photoshop I...'

**2. Revise**

T=Title (substantial); U=Units, H=Hours (increased); EL=Enrollment Limitation, P=Prereq, C=Coreq (substantial); D=Description (substantial); F=Fees (required); R=Repeat (added or increased)

- **AUTO V47** Engine Drivability 4 units  
*(should have been listed above as "New")*
- **BUS V33**  
D)
- **EMT V01**  
U- from 8 to 8.5;  
H- from 8 lecture and 1 lab to 7 lecture and 4.5 lab;  
P- Add: Current CPR certification for health care provider or professional rescuer
- **ENGR V02**  
P- Add: MATH V05 or HS equivalent with grade C or better  
D)
- **KIN V16**  
T- from 'Functional Fitness and Self Defense' to 'Aerobic Kickboxing'  
D)
- **KIN V20**  
T- from 'Restorative Cardiovascular Fitness: Walking' to 'Walking to Restore Fitness'
- **KIN V74A**  
T- from 'Core Applications of Kinesiology' to 'Core Balance and ~~Beyond: Functional Fitness~~'  
D)
- **KIN V74B**  
T- from 'Advanced Core Applications of Kinesiology' to 'Advanced Core Balance and ~~Beyond: Functional Fitness~~'  
D)

**Requesting first and second reading to be effective Fall 2014**

*A. Cawelti stated that the AUTO V47 would be replacing 3 active courses and that the units would remain the same. He noted that the proposed course was encouraged by their accrediting agency and Toyota to be more in line with current technology.*

*D. Newcomb stated that BUS V33 was revised to match the C-ID descriptor.*

*D. Farris stated that the EMT V01 course was revised to align with the increase in the process to get in. D. Newcomb noted that the increase*

was to the training requirements. A brief discussion ensued regarding how the student would know about the prerequisite.

D. Farris noted that ENGR V02 was revised to change the recommended preparation to a prerequisite.

R. Koerner stated that the titles for the KIN courses were changed last year the result being confused students. They have been revised to change them to their previously understood titles. After a brief discussion it was agreed to strike the words "...Beyond: Functional..." from KIN V74A/B.

**-Approved for Fall 2014**

A motion to approve was made by M. Bowen and seconded by A. Bittl with title change to KIN V74A/B noted above.

3. Prerequisite(s)/Corequisite(s)/Recommended Preparation/Enrollment Limitation(s)

- **AUTO V32 C (RP- New)**
- **AUTO V32E (RP- New)**
- **AUTO V47 (RP-New)**
- **BUS V46 (RP-New)**
- **EMT V01 (EL/RP-Review)**
- **ENGR V02 (P-Added, RP-Removed)**
- **KIN V74B (RP-Review)**
- **MATH V12 (P-New)**
- **PHOT V70A (RP-New)**
- **PHOT V70B (P/RP-New)**

**Requesting first and second reading to be effective Fall 2014**

*A brief discussion ensued regarding how students view prerequisites on the schedule.*

**-Approved for Fall 2014**

A motion to approve was made by D. Newcomb and seconded by A. Bittl.

4. 88s and 89s

5. Distance Education (new)

- **ART V70B (same as PHOT V70B, 100% online)**
- **PHOT V70A (same as ART V70A, 100% online)**
- **PHOT V70B (same as ART V70B, 100% online)**

**Requesting first and second reading to be effective Fall 2014**

*G. Huddleston confirmed the courses were approved for DE and that they are fully online.*

**-Approved for Fall 2014**

A motion to approve was made by A. Bittl and seconded by M. Bowen.

6. Degrees, Certificates and Awards (new programs, deleted, and substantial revisions): First Reading

- **AA/COA Dance Pedagogy and Technique (New)**

**Requesting first and second reading to be effective Fall 2014**

*Krenly Guzman presented his labor market study and answered questions from the committee.*

*K. Scott noted that if the degree is composed of 50% or more new courses, it must be submitted to ACCJC for approval.*

*There were concerns expressed regarding the labor market study. K. Guzman agreed to contact Santa Monica Community College for additional data.*

**-Approved for Fall 2014**

A motion to approve was made by M. Bowen and seconded by D. Newcomb.

7. Noncredit Courses

8. Study Abroad/International Education

**SECTION TWO:**

**COURSE AND PROGRAM INFORMATION ONLY—CONSENT AGENDA**

**II. Curricular Activity: Technical Action**

**A. Delete (Remove from catalog)**

**B. Technical Revisions (Nonsubstantial Changes in Catalog)**

ID=Course Number; T=Title; U=Units; H=Hours; P=Prereq; C=Coreq; RP=Rec Prep; D=Description; F=Fees; FT=Field Trips; R=Repeat; Was=Formerly; Same as; RS=Record Symbol; Non-degree; TR=Transfer

- **ART V70A (Same as: PHOT V70A-Add)**
- **ART V70B (Same as: PHOT V70B-Add)**
- **BUS V08 pull per D. Newcomb and table**  
P- from 'BUS V01A or BUS V03' to 'BUS V03'
- **HED V93  
D)**
- **KIN V86 (FT-Removed)**

**-Approved for Fall 2014 (with the exception of BUS V08)**

A motion to approve was made by A. Bittl and seconded by R. Koerner.

**C. Technical Revision (Articulation Purposes) – Does not require DTRW-I or Board approval.**

CO=Course Objectives (substantial); CC=Course Content (substantial); LC=Lab Content (substantial)

- **AUTO V47 (CO, CC, LC)**
- **BUS V33 (CO, CC)**
- **HED V93 (CO, CC)**
- **KIN V16 (CO, CC, LC)**
- **KIN V20 (CO, CC)**
- **KIN V74A (CC)**
- **KIN V74B (CO, CC)**
- **KIN V86 (CO, CC)**

***-Approved for Fall 2014***

A motion to approve was made by A. Bittl and seconded by R. Koerner.

**D. Course Review/Update (No catalog changes)**

- **ARCH V10**
- **BUS V03**

***-Approved for Fall 2014***

A motion to approve was made by A. Bittl and seconded by R. Koerner.

**E. Prerequisite(s)/Corequisite(s)/Recommended Preparation Review**

- **ART V70A (RP-Review)**
- **ART V70B (P/RP-Review)**

***-Approved for Fall 2014***

A motion to approve was made by A. Bittl and seconded by R. Koerner.

**F. Distance Education (Revision/Update – No catalog changes.)**

- **BUS V03 (DE-Removed)**

***-Approved for Fall 2014***

A motion to approve was made by A. Bittl and seconded by R. Koerner.

**G. Degrees, Certificates and Awards (Nonsubstantial)**

**SECTION THREE:  
DISCUSSION (CONSENT and/or ACTION)**

**III. Action/Information/Discussion**

A. Philosophy and General Education Subcommittee (Action) – P. Sezzi/G. Arevalo  
*This item was tabled for the next meeting.*

B. Distance Education proposed form (Action) – P. Sezzi  
*This item was tabled for the next meeting.*

- C. Delete **MATH V88F** (Information) – M. Bowen
- D. DTRW-I Report (Information) – P. Sezzi/G. Arevalo  
(DANC V10A-D/V13A-D/V15A-D/V29A-D: change to description)

**NEXT MEETING**

**November 19, 2013 - 3:00 p.m.  
Multidisciplinary Center West Conference Room (MCW-312)**

**MEETING ADJOUNED at 4:51 p.m.**