



Minutes

Multidisciplinary Center West Conference Room (MCW-312)
April 15, 2014

NOTE: ALL COURSES/PROGRAMS UP FOR APPROVAL FROM THIS DATE FORWARD WILL BE EFFECTIVE FALL 2015 UNLESS OTHERWISE NOTED.

P. Sezzi called the meeting to order at 3:04 p.m.

VOTING MEMBERS PRESENT: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, S. Lall*, P. Martin, D. Newcomb, and P. Sezzi (co-chair) (*ABSENT: N. Fredrickson, A. Gaines, and R. Koerner*)
**Arrived after the vote on agenda item I.B.5.*

NON-VOTING MEMBERS PRESENT: S. Bricker, O. Duangpun, P. Jefferson (co-chair), D. Kumpf, O. Long, and K. Scott (*ABSENT: A. Casas [ASVC Rep], T. Harrison, G. Lewis-Huddleston, V. Lugo, and K. Schrader*)

GUESTS: Andrew Cawelti, Patricia King, and Corey Wendt

APPROVAL OF MINUTES: March 18, 2014

P. Sezzi called for a motion to approve the minutes.

Motion by H. Dalton, second by M. De La Rocha

Final Resolution: Motion was approved.

Yes: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, P. Martin, D. Newcomb, and P. Sezzi (co-chair)

Abstentions*: S. Lall

POLICY AND PROCESS DISCUSSION:

1. Pop Quiz Results

P. Sezzi completed the review of the pop quiz results.

SECTION ONE:

REQUIRING COMMITTEE ACTION

I. Curricular Proposals for Approval

A. Credit Courses: Second Reading Requesting to be effective Fall 2014

1. New

2. Revise

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

- **ENGL V07** (same as ESL V54)
 - **ESL V54** (same as ENGL V07)

Motion by D. Newcomb, second by A. Bittl

Final Resolution: Motion was approved.

Yes: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, P. Martin, D. Newcomb, and P. Sezzi (co-chair)

Abstentions*: S. Lall

- **ENGL V08A** (*same as ESL V53A*)
- **ENGL V08B** (*same as ESL V53B*)
- **ESL V53A** (*same as ENGL V08A*)
- **ESL V53B** (*same as ENGL V08B*)

Motion by A. Bittl, second by M. Bowen

Final Resolution: Motion was approved.

Yes: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, P. Martin, D. Newcomb, and P. Sezzi (co-chair)

Abstentions*: S. Lall

- **PSY V07**

Motion by H. Dalton, second by D. Newcomb

Final Resolution: Motion was approved.

Yes: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, P. Martin, D. Newcomb, and P. Sezzi (co-chair)

Abstentions*: S. Lall

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

- **ENGL V07**
RP - Review
- **ENGL V08A**
RP - Review
- **ENGL V08B**
RP - Review
- **ESL V54**
RP - Review
- **ESL V53A**
RP - Review
- **ESL V53B**
RP - Review
- **PSY V07**
P/RP – Review

Motion by M. Bowen, second by A. Gonzales

Final Resolution: Motion was approved.

Yes: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, S. Lall, P. Martin, D. Newcomb, and P. Sezzi (co-chair)

Abstentions*: S. Lall

4. 88s and 89s

5. Distance Education (new)

- **ENGL V07 (New – 33%)**
- **ENGL V08A (New – 33%)**
- **ENGL V08B (New – 33%)**
- **ESL V54 (New – 33%)**
- **ESL V53A (New – 33%)**
- **ESL V53B (New – 33%)**

G. Arevalo pulled the above listed courses for discussion. After a brief discussion, the consensus was to list distance education proposals of less than 51% under Section Three on the agenda as an informational item. Distance education proposals that are above 51% require a vote and will continue to be listed under Section One on the agenda.

- **PSY V07 (New – 100%)**

Motion by M. Bowen, second by M. De La Rocha

Final Resolution: Motion was approved.

Yes: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, P. Martin, D. Newcomb, and P. Sezzi (co-chair)

Abstentions*: S. Lall

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

2. Revise

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

- **AUTO V27**
ID- was 'AUTO V14' now 'AUTO V27'
T- from 'Automotive Electrical Systems' to 'Automotive Electrical'

U- from 4 to 2
H- from '4 lecture weekly' to '2 lecture weekly'
C-Remove 'AUTO 14LA and AUTO 14LB'; Add 'AUTO V27L'
D)

- **AUTO V27L**

ID- was 'AUTO V14LA' now 'AUTO V27L'
T- from 'Automotive Chassis Electrical Laboratory' to 'Automotive Electrical Lab'
U- from 1 to 1.5
H- from '3 laboratory weekly' to '4.5 laboratory weekly'
C-Remove 'AUTO V14 and AUTO V14LB'; Add 'AUTO V27'
D)

A. Cawelti presented the revised AUTO courses. He stated that these courses are the first of many that are going through revision to culminate in a revised Automotive Technology degree for Fall of 2015. A discussion ensued regarding recommended preparation for the courses and development of a matrix for counseling to use in guiding students during the implementation of the revised courses.

Motion by M. Bowen, second by A. Bittl

Final Resolution: Motion was approved.

Yes: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, S. Lall, P. Martin, D. Newcomb, and P. Sezzi (co-chair)

- **BUS V46**

D. Newcomb stated that this course is on the agenda for approval of 100% distance education.

Motion by M. Bowen, second by A. Bittl

Final Resolution: Motion was approved.

Yes: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, S. Lall, P. Martin, D. Newcomb, and P. Sezzi (co-chair)

- **CJ V86**

H- from '0.5 lecture, 1 laboratory weekly' to '1.5 laboratory weekly'
FT- from 'will be required' to 'not required'
D)

Motion by H. Dalton, second by M. De La Rocha

Final Resolution: Motion was approved.

Yes: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, S. Lall, P. Martin, D. Newcomb, and P. Sezzi (co-chair)

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

- **AUTO V27**
C- Remove '~~AUTO V14LA and AUTO V14LB~~'; Add '**AUTO V27L**'

Motion to approve first reading to bring back to second reading with the addition of recommended preparation '*MATH V01 and ENGL V03; or placement as measured by the college assessment process*' by M. Bowen, second by A. Kolesnik

Final Resolution: Motion was approved.

Yes: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, S. Lall, P. Martin, D. Newcomb, and P. Sezzi (co-chair)

- **AUTO V27L**
C- Remove '~~AUTO V14 and AUTO V14LB~~'; Add '**AUTO V27**'

Motion, as corrected [Add '**AUTO V27L**'] by M. Bowen, second by G. Arevalo

Final Resolution: Motion was approved.

Yes: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, S. Lall, P. Martin, D. Newcomb, and P. Sezzi (co-chair)

- **BUS V46 (RP-Review)**

Motion by M. Bowen, second by A. Bittl

Final Resolution: Motion was approved.

Yes: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, S. Lall, P. Martin, D. Newcomb, and P. Sezzi (co-chair)

- **CJ V86**
P- Remove '~~CJ V85 or concurrent enrollment~~'
RP- Add '**CJ V85 or concurrent enrollment**'
EL- Review

The question was posed if this course (firearms) should include a minimum age in the limitations. P. Sezzi to confer with Ted Prell.

Motion by A. Kolesnik, second by A. Bittl

Final Resolution: Motion was approved.

Yes: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, S. Lall, P. Martin, D. Newcomb, and P. Sezzi (co-chair)

4. 88s and 89s

5. Distance Education (new)

- **BUS V46 (New - 100%)**

Motion by A. Bittl, second by A. Gonzales

Final Resolution: Motion was approved.

Yes: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, S. Lall, P. Martin, D. Newcomb, and P. Sezzi (co-chair)

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

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; EL=Enrollment Limitation; D=Description; F=Fees; FT=Field Trips; R=Repeat; Was=Formerly; Same as; RS=Record Symbol; Non-degree; TR=Transfer

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 V27 (CO, CC)**
- **AUTO V27L (LC)**

D. Course Review/Update (No catalog changes)

- **CT V62**
- **CT V63**

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

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

G. Degrees, Certificates and Awards (Nonsubstantial)

Motion by M. Bowen, second by M. De La Rocha

Final Resolution: Motion was approved.

Yes: G. Arevalo, A. Bittl, M. Bowen, H. Dalton, T. Dalton, M. De La Rocha, D. Farris, A. Gonzales, A. Kolesnik, S. Lall, P. Martin, D. Newcomb, and P. Sezzi (co-chair)

SECTION THREE: DISCUSSION (CONSENT and/or ACTION)

III. Action/Information/Discussion

A. Accreditation Standard II. A. Instructional Programs (Information) – P. Sezzi
P. Sezzi noted that included in the proposed revision is a requirement to list SLOs in the CORs. A discussion ensued regarding the method by which this requirement could be met.

B. March 2014 C-ID Newsletter (Information) – G. Arevalo
G. Arevalo noted that the newsletter was included with the agenda, there were no questions.

C. American Ethnic Studies as a “discipline” designator (Discussion) – P. Sezzi

- MQ for Faculty and Administrators in CCC – January 2012
*“Ethnic Studies: Master’s degree in the ethnic studies field **OR** a master’s degree in American studies/ethnicity, Latino studies, La Raza Studies, Central American studies, Latin American studies, cross cultural studies, race and ethnic relations, Asian-American studies, or African-American studies **OR** the equivalent **OR** see interdisciplinary studies.”*

P. Sezzi directed the committee to look at the courses listed in the current 2013-2014 VC Catalog under header “American Ethnic Studies.” He noted that each class listed here is also cross-listed under another header elsewhere in the catalog. A brief discussion ensued regarding the g/e requirements for ethnic studies. P. Sezzi clarified that the reference to “ethnic studies” to fulfill g/e requirements is a different topic. M. De La Rocha provided a history of the context in which this header was created for the catalog. He stated that the original intent was to list courses related to four ethnicities within the United States: African American, Asian American, Chicano American, and Native American, per affirmative action guidelines at the time. He noted that the original focus of this section has been lost over the years. After a lengthy discussion the consensus was to pare the courses listed under “American Ethnic Studies” to the four categories noted earlier. P. Sezzi reiterated that to cross-list courses doubles the work for faculty, tech review, and also causes issues for enrollment management.

D. Minimum Qualifications (MQ) in CurricUNET (Discussion) – P. Sezzi
P. Sezzi noted that more than one MQ can be assigned to a COR in CurricUNET. What is lacking is a process by which the assignment of MQs to a COR is reviewed. A discussion ensued that reaffirmed the MQs would come

from the department; a training is necessary and unusual MQ proposals would be brought to the committee for action.

- E. DTRW-I Report for meeting held 3/27/14 (Information) – P. Sezzi/G. Arevalo
*P. Sezzi noted that the curriculum from the last meeting was recommended to move forward as is to the Board of Trustees for approval.
G. Arevalo noted that a discussion took place regarding ADTs and the language conflict between Title 5 and the Program and Course Approval Handbook (PCAH) regarding "...grade of C or better or a 'P' if the course is taken on a Pass or No Pass basis..."*

MEETING ADJOURNED at 4:34 pm

NEXT MEETING

April 29, 2014 - 3:00 p.m.

Multidisciplinary Center West Conference Room (MCW-312)