

Minutes

Campus Center Conference Room
February 19, 2013

MEMBERS PRESENT: M. Pauley, D. Newcomb, H. Dalton, G. Arquilevich, A. Bittl, M. Bowen, A. Kolesnik, R. Chaparro, G. Arevalo, A. Gonzales

NON-VOTING MEMBERS PRESENT: R. Sanchez, M. Zavala, N. Duangpun

GUESTS: Dan Kumpf, Jenifer Cook, Andy Calwelti,

MEETING OPENED AT 3:00 P.M. by Mark Pauley

APPROVAL OF MINUTES: January 29, 2013: M. Pauley called for a motion to approve the minutes. D. Newcomb moved to accept, A. Bittl seconded, and the motion carried unanimously.

SECTION ONE: REQUIRING COMMITTEE ACTION

I. Curricular Proposals for Approval

A. Credit Courses: Second Reading

1. New

- **MATH V23** Introduction to Differential Equations 3 Units

-No motion to approve the course. The faculty will bring this course back with the changes as recommended.

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

- **MATH V23 (P-New)**

-This item was tabled until recommendations were made.

4. 88s and 89s

5. Distance Education (new)

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

- **AS-T Mathematics (New)**
-This item was tabled until recommendations were made.
- **COA State Smog Licensed Technician Preparation (New)**
-Approved for second reading with minor additional information.
A motion to approve was made by A. Bittl and seconded by H. Dalton.

7. Noncredit Courses

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8. Study Abroad/International Education

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B. Credit Courses: First Reading

1. New

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|---|--------|
| <ul style="list-style-type: none">• AUTO V32B ASE Preparation for Transmissions and Drivelines | 1 Unit |
|---|--------|
- Approved for first reading for Fall 2014.**
A motion to approve was made by G. Arquilevich and seconded by A. Bittl.

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)

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| <ul style="list-style-type: none">• AUTO V32A (ID-was 'AUTO V32', now 'AUTO V32A'; T-was 'Auto Service Excellence (ASE) Certification Preparation', now 'ASE Preparation for Engines and Engine Performance'; D; RS)• BUS V28A (H-was '3 lecture weekly', now '2 lecture, 3 laboratory weekly)• BUS V45 (P; RP)• PSY V03 (P) |
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- Approved for first and second reading effective Fall 2013.**
A motion to approve was made by H. Dalton and seconded by A. Bittl.

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

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| <ul style="list-style-type: none">• AUTO V32A (RP-review)• AUTO V32B (RP-new)• BUS V45 (P-new; RP-removed)• PSY V03 (P-new) |
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- Approved for first and second reading effective Fall 2013.**
A motion to approve was made by M. Bowen and seconded by G. Arevalo.

4. 88s and 89s

5. Distance Education (new)

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

- **AES V10 (same-as ART V03) (D)**
- **ART V03 (same-as AES V10) (D)**
- **ART V04 (T-was 'Introduction To Renaissance Art', now-
'Introduction To Renaissance and Baroque Art')**
- **BUS V27B (T-was 'Advanced Medical Terminology', now
'Advanced Medical Terminology and Human
Disease'; D)**
- **BUS V38 (same-as CD V38) (FT-removed)**
- **CD V38 (same-as BUS V38) (FT-removed)**
- **CS V11 (RP; F-removed)**
- **PSY V07 (C-removed)**

-Approved for Fall 2013.

A motion to approve was made by A. Bittl and seconded by H. Dalton.

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

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

- ART V04 (CO; CC)
- AUTO V32A (CO; CC; LC)
- BUS V27B (CO; CC)
- BUS V28A (CO; CC; LC)
- BUS V31 (CO)
- BUS V45 (CC)
- BUS V80A (CO; CC)
- BUS V80B (CO; CC)
- CS V11 (LC)
- PSY V03 (CO; CC)
- PSY V07 (CO; CC)
- SUP V94 (CO)

-Approved for Fall 2013.

A motion to approve was made by A. Bittl and seconded by H. Dalton.

D. Course Review/Update (No catalog changes)

- AES V67 (same-as ART V02C)
- ART V02C (same-as AES V67)
- BUS V31 (same-as SUP V94), V80A, V80B
- SUP V94 (same-as BUS V31)

-Approved for Fall 2013.

A motion to approve was made by A. Bittl and seconded by H. Dalton.

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

- BUS V27B (P-review)
- CS V11 (RP-revised)
- PSY V07 (P-review; C-removed; RP-review)

-Approved for Fall 2013.

A motion to approve was made by A. Bittl and seconded by H. Dalton.

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

- BUS V27B (Review)
- CS V11 (Remove)
- PSY V03 (Review)

-Approved for Fall 2013.

A motion to approve was made by A. Bittl and seconded by H. Dalton.

G. Degrees, Certificates and Awards (Nonsubstantial)

- AA/COA Fine Art
- AA/COA Photography
- AA-T Studio Arts

-Approved for Fall 2013.

A motion to approve was made by A. Bittl and seconded by H. Dalton.

H. VC GE Requirements

- ART V50A - (C1)
- ANTH V05 - (B2)
- ANTH V35/CJ V35 – (A1)
- ANTH V35L/CJ V35L – (A1)
- DANC V10C, V10D, V13C, V13D, V15C, V15D, V29C, V29D, V30A, V30B, V30C, V30D, V50C, V50D - (E2)
- MATH V13B, V22 - (D2)

-Approved for Fall 2013.

A motion to approve was made by A. Bittl and seconded by H. Dalton.

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

III. Action/Information/Discussion

A. DTRW-I Report (Information) – R. Sanchez/M. Pauley/G. Arevalo

Ramiro provided the Committee with information on the last DTRW-I meeting. There were a discussion on the non-Carnegie units/hours calculations and accreditation. Other topics of discussion also include the AP on repeatability and Course Approval policy.

DTRW-I also made recommended changes to the following courses where faculty has agreed:

*AUTO V49 **Hours:** 1 lecture weekly*

*BUS V07A **Rec Prep:** MATH V01 or 1 to 2 years of high school Algebra with a grade C or better.*

B. Programs/Courses Discontinued at the BOT Meeting on 2/13/13 (Information):

Ventura College Degrees, Certificates, Proficiency Awards:

- Associate in Science/Certificate of Achievement – Commercial Art (already addressed)
- Associate in Science/Certificate of Achievement – Drafting Technology, Electronic Drafting and Manufacturing Option

Ventura College Courses

- DRFT V10A Electronic Drafting I
- DRFT V10B Electronic Drafting II
- EDU V01 Introduction to Teaching
- EDU V02 Urban Education in American Society
- EDU V89 Workshops in Education

C. Curriculum Deadlines 2014-2015 Catalog (Information)

Mark addressed the Committee with the deadlines for the new catalog year. Additional information presented in the document is the C-ID submission deadline, in which it may not coincide with the five-year review cycle. The Curriculum Deadlines dates and information were provided as an attachment.

D. Approval for global Title and/or ID changed due to Repeatability – see attached list (Action)

-Approved for Fall 2013.

A motion to approve was made by G. Arquilevich and seconded by A. Bittl.

E. Approval for global Removal of Material Fees (Banner/Catalog/CurricUNET) (Action)

Fees will be removed from all courses on the attached list. In addition, this motion authorizes the student learning office to remove fee descriptions administratively from all other courses in the 2012-2013 VC Catalog that may have been inadvertently omitted from the list.

-Approved for Fall 2013.

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

F. Priority 1 Course List for FY 2014-2015 (Information) - M. Bowen

Mark reminded everyone to review the list and proceed on courses that are the priority. The “Q” marked next to the course meant that it is in the queue to be reviewed. The Priority 1 Course list was provided as an attachment.

G. GE Reports (Information) – M. Pauley/G. Arevalo

Gloria distributed the GE discrepancy list that the P & GE Subcommittee had reviewed at the last meeting. This list will be submitted to the District-wide Subcommittee as our proposal.

H. Request for Special Curriculum Meetings to approve courses effective Fall 2013 (information) – G. Arevalo/M. Pauley/R. Sanchez

Ramiro called attention to the submission dates and committees meeting dates for reviewing curriculum for approvals. In order to prioritize and able to get courses to be approved for Fall 2013, it was suggested to hold a special Curriculum Committee meeting before March 1st, which is the deadline submission for the next DTRW-I for April Board Agenda. This is also true to C-ID submission that has to be submitted by the end of April after the Board has approved. Ramiro also commented that our best option right now is to partition the courses for review in order to get those courses on the Agenda.

Michael will develop a list for technical reviewing. He will also provide the training. Two training/information sessions will be provided.

*- Thursday, February 21st at 2:15 p.m. in the Campus Center Conf. Room**

*- Friday, February 22nd at 8:00 a.m. in the Campus Center Conf. Room**

*- **The Special Curriculum Committee Meeting date was set for Thursday, February 28 at 4 p.m. in the Campus Center Conf. Room****

**location may change*

Mark and Ramiro will send out an email to Curriculum Committee members and Deans for the special training sessions and special meeting date.

NEXT MEETING

**February 28, 2013 - 4:00 p.m.
Campus Center Conference Room**