



# Curriculum Committee Minutes

Via Zoom

Tuesday, October 19, 2021 at 3:30pm

**ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2022 UNLESS OTHERWISE NOTED.**

Called to order: 3:30 p.m.

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

<b>VOTING MEMBERS</b>		
Faculty co-chair	<input checked="" type="checkbox"/> Peter Sezzi (PS)	
Faculty co-chair	<input checked="" type="checkbox"/> Maline Werness-Rude (MWR)	
Interim Articulation Officer	<input checked="" type="checkbox"/> Michael Bowen (MB)	
Technical Review Chair	<input checked="" type="checkbox"/> Michael Callahan (MC)	
Academic Senate President	<input checked="" type="checkbox"/> Dan Clark (DC)	
AFT Rep.	Vacant	
Career Education I Division	<input checked="" type="checkbox"/> Nicole Falco (NF)	<input type="checkbox"/> (Vacant)
Career Education II Division	<input checked="" type="checkbox"/> Dorothy Farias (DF)	<input type="checkbox"/> John Clark (JC)
College Outcome Group Representative	<input type="checkbox"/> Asher Sund (AS) / Aurora Meadows (AM)	
English & Math Division	<input type="checkbox"/> Peter Yi (PY)	<input checked="" type="checkbox"/> Amanda Martin (AM)
Health, KIN, ICA, Performing & Visual Arts Division	<input type="checkbox"/> Jeff Fischer (JF)	<input type="checkbox"/> Krenly Guzman Gonzalez (KGG)
Library, Languages, Behavioral & Social Sciences Division,	<input checked="" type="checkbox"/> Rubisela Gamboa (RG)	<input type="checkbox"/> (Vacant)
Librarian	<input checked="" type="checkbox"/> Kaela Casey (KC)	
Sciences Division	<input type="checkbox"/> Gabi Wood (GW)	<input type="checkbox"/> (Vacant)
Student Services Division	<input checked="" type="checkbox"/> Maria Reyes-Sanchez (MRS)	<input checked="" type="checkbox"/> Gema Espinoza Sanchez (GES)
<b>NON-VOTING MEMBERS</b>		
CIO co-chair	<input type="checkbox"/> Jennifer Kalfsbeek-Goetz	
ASVC Rep. (ASVC Director of Equity and Inclusion)	<input type="checkbox"/> (Vacant)	
Dean	<input type="checkbox"/> Bernard Gibson	<input type="checkbox"/> Dan Kumpf
Dean	<input type="checkbox"/> Lisa Putnam	<input type="checkbox"/> Felicia Dueñas
Dean	<input type="checkbox"/> Boglarka Kiss	<input type="checkbox"/> Phil Briggs
Dean	<input type="checkbox"/> Debbie Newcomb	<input type="checkbox"/> Leticia Canales
Dean	<input type="checkbox"/> Jesus Vega	
Academic Data Specialist	<input type="checkbox"/> Olivia Long	
Academic Data Specialist	<input checked="" type="checkbox"/> Kelly Denton	
Recorder/Curriculum Technician	<input type="checkbox"/> Sarah Ayala	
Distance Education Liaison	<input type="checkbox"/> Sharon Oxford	
Registrar	<input type="checkbox"/> Gaby Asamsama-Acuña	

**Guests:** Ioana Schmidt (SOC), Ron Mules (PHIL)

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

*Maline called for a motion to reorder and then approve the agenda discuss curriculum approvals (Agenda Items VII, VIII, X, and XIII) first*

*Motion by: R. Gamboa*

*Seconded by: M. Bowen*

*Discussion: None*

*Final resolution: Agenda reordered to discuss curriculum approvals (Agenda Items VII, VIII, X, and XIII) first*

*Yes: M. Bowen, M. Callahan, K. Casey, D. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, R. Gamboa, A. Martin, M. Reyes-Sanchez*

*No: None*

*Voting Tally:*

AS/AM	AM	DC	DF	GES	GW	JC	JF	KC	KGG	MB	MC	MRS	MWR	NF	PS	PY	RG
	yes	yes	yes	yes				yes		yes	yes	yes		yes			yes

## III. INTRODUCTIONS, AND GENERAL ANNOUCEMENTS (Information)

### A. Public Comments (limited to 5 minutes per person) <sup>1</sup>

*D. Clark – please be aware at the State Senate area meeting this past weekend, we were reminded that with the new Assembly Bill - Brown Act and teleconferencing – every committee needs to “reinvestigate the nature of the emergency” every 30 days. There is a draft resolution going to Academic Senate at the next meeting. Dan will keep the group informed of its progress. It was written in such a way that it could easily be renewed/reauthorized.*

### B. Common Course Numbering – it’s officially coming (2 minutes) –

#### M. Werness-Rude

*This bill has been signed by the Governor, but we won’t receive direct guidance for a little while. We will be seeing it come down the pipeline sometime next year. This will change course outlines and prefixes. The state goal is to have this implemented by 2024, but that may not be feasible. This is a work in progress and details have not fully been shared with campuses. Both articulation and curriculum will be affected. As a note, Banner houses all 3 colleges information, and we cannot reuse course numbers.*

*Dan Clark to send emails regarding FACCC – which a group that advocates for faculty related legislative issues.*

### C. Guidance on Area F/Ethnic Studies transfer is here (see Curriculum Co-Chairs); (2 minutes – M. Werness-Rude)

*Rubisela has gotten her courses approved – great job! If anyone else needs/wants their courses approved for this area, please contact Maline, Peter or Rubisela.*

### D. P&GE Meeting Scheduled for Tuesday, 11/2/21 at 3:30pm via zoom

<https://vcccd-edu.zoom.us/j/6631981863> (2 minutes – M. Bowen)

*This meeting may be canceled – no requests received as of now. Will send an update if meeting will be canceled. As a reminder, P&GE is for LOCAL courses.*

<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.

**E. Curriculum Drop-In Hours Extended (Fridays, 1-3pm via zoom**

**<https://vcccd-edu.zoom.us/j/6631981863> ) (2 minutes – M. Bowen)**

*If you'd like to virtually meet with Michael Bowen, Michael Callahan, Maline or Peter, come stop by on zoom!*

**IV. CURRICULUM COMMITTEE BUSINESS**

**A. CourseLeaf Training (How To Enter A Course) (Discussion; 15 minutes) – P. Sezzi, M. Werness-Rude**

*Maline led the training which was a continuation of previous general committee trainings the last few meetings. Topic of "How to Enter a Course in CIM was discussed.*

*Some model courses to reference as examples are: ANAT V01, ANPH V01, PHSO V01 (courses with lec/lab and science based), ART V11A (lec/lab and non-science based), and ART V02A (lecture)*

*These are not necessarily "perfect", but have fulfilled all the requirements needed and have successfully been approved locally and at the state level.*

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

*Item (Minutes from the 10/5/21 Curriculum Committee meeting) not discussed due to time.*

**VI. OLD BUSINESS (Discussion/Action)**

**A. Curriculum Committee Goals for 2021-2022 (Discussion/Action; 10 minutes) – P. Sezzi, M. Werness-Rude**

*Item not discussed due to time.*

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

**A. New: SWHS V02**

**B. Review: SWHS V10L**

*M. Werness-Rude called for a motion to approve Requisite proposals*

*Motion by: M. Bowen*

*Seconded by: D. Farias*

*Discussion: None*

*Final resolution: Requisite approvals approved*

*Change to add the lab component to SWHS V10L is based on C-ID requirements*

*SWHS V02 has SWHS V01 as a prerequisite, but SHWS V03 does not have any prerequisites. Was that intentional? Yes.*

*Yes: M. Bowen, M. Callahan, K. Casey, D. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, R. Gamboa, A. Martin, M. Reyes-Sanchez*

*No: None*

*Voting Tally:*

AS/AM	AM	DC	DF	GES	GW	JC	JF	KC	KGG	MB	MC	MRS	MWR	NF	PS	PY	RG
	yes	yes	yes	yes				yes		yes	yes	yes		yes			yes

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

**A. New: SWHS V02**

**B. Review: SWHS V03, SWHS V10L**

*M. Werness-Rude called for a motion to approve the Distance Education proposals*

*Motion by: M. Bowen*

*Seconded by: D. Clark*

*Discussion: SWHS V10L – listed for 100% Distance Education. Creative ways were found to make this completely online if necessary.*

*Final resolution: Distance Education proposals approved*

*Yes: M. Bowen, M. Callahan, K. Casey, D. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, R. Gamboa, A. Martin, M. Reyes-Sanchez*

*No*

*None*

*Voting Tally:*

AS/AM	AM	DC	DF	GES	GW	JC	JF	KC	KGG	MB	MC	MRS	MWR	NF	PS	PY	RG
	yes	yes	yes	yes				yes		yes	yes	yes		yes			yes

**IX. MINIMUM QUALIFICATIONS**

**A. None**

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

**A. Inactivation: HMSV V90, HMSV V95, HMSV V96**

*M. Werness-Rude called for a motion to approve the Consent Agenda proposals*

*Motion by: M. Bowen*

*Seconded by: R. Gamboa*

*Discussion: None*

*Final resolution: Consent Agenda proposals approved*

*Yes: M. Bowen, M. Callahan, K. Casey, D. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, R. Gamboa, A. Martin, M. Reyes-Sanchez*

*No:*

*None*

*Voting Tally:*

AS/AM	AM	DC	DF	GES	GW	JC	JF	KC	KGG	MB	MC	MRS	MWR	NF	PS	PY	RG
	yes	yes	yes	yes				yes		yes	yes	yes		yes			yes

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

**A. None**

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

**A. None**

### **XIII. FIRST READING PROPOSALS:**

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

*\*Courses presented for simultaneous First and Second Reading*

##### **1. Revision: SWHS V02, SWHS V03, SWHS V10L**

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

##### **1. None**

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

##### **1. None**

*M. Werness-Rude called for a motion to approve the First Reading proposal*

*Motion by: M. Bowen*

*Seconded by: R. Gamboa*

*Discussion: None*

*Final resolution: First Reading proposals approved*

*Yes: M. Bowen, M. Callahan, K. Casey, D. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, R. Gamboa, A. Martin, M. Reyes-Sanchez*

*No: None*

*Voting Tally:*

AS/AM	AM	DC	DF	GES	GW	JC	JF	KC	KGG	MB	MC	MRS	MWR	NF	PS	PY	RG
	yes	yes	yes	yes				yes		yes	yes	yes		yes			yes

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

#### **A. None**

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

#### **A. Substantive Changes for DE and Programs (Discussion; see link – 5 min) – J. Kalfsbeek-Goetz**

*Item not discussed due to time.*

#### **B. Review of Curriculum process: CCT Task Force Updates (Standing Item; Discussion – 15 minutes) – G. Wood, D. Farias**

*Item not discussed due to time.*

#### **C. Credit for Prior Learning**

##### **1. Review of draft Credit for Prior Learning Assessment Petition form from districtwide CPL Workgroup (Discussion; see attachment of [AP 4235](#) and [draft petition](#)– 10 minutes) – M. Bowen**

*Item not discussed due to time.*

- D. Resolution regarding C-ID approvals at Curriculum Committee (Discussion/Action – 5 minutes) – P. Sezzi, M. Werness Rude, M. Bowen**
- 1. Resolution text: “Resolved that C-ID, CSU GE-Breadth, UC TCA and IGETC approvals may be implemented as administrative corrections in the curriculum management system and may be reported to the Curriculum Committee as information items not requiring approval.”**

*Item not discussed due to time.*

- E. Emergency DE Addendum and Courses for Spring 2022 (Discussion; see link for spreadsheet 10 minutes) – P. Sezzi, M. Werness-Rude, M. Callahan, M. Bowen**

*Item not discussed due to time.*

- F. American Ethnic Studies Workgroup (Discussion/Action –5 minutes) – P. Sezzi, M. Werness-Rude, R. Gamboa, M. Bowen**

*Item not discussed due to time.*

- G. Continuing Discussion/Process and Procedures (Standing Item; Discussion/Action) – D. Farias**
- 1. Status of Program Submissions (see attachment from Item XVII.C.1 – 10 minutes)**
  - 2. Streamline Agenda Items (Reports – 10 minutes)**

*Item not discussed due to time.*

- H. Standing Item: Anti-racism in [Curriculum](#) (Discussion – 10 minutes) – J. Kalfsbeek-Goetz**

*Item not discussed due to time.*

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

**A. None**

**XVII. REPORTS (Information)**

**A. Co-Chairs**

**B. Technical Review Chair**

- 1. Program Status Spreadsheet (see [attachment](#) in share folder – 10 minutes)**

*Item not discussed due to time.*

**C. Articulation**

1. GE/ UC TCA/ IGETC Report (see [attachment](#) in share folder) - M. Bowen
2. C-ID approvals (see attachment in share folder) – M. Bowen

*Items not discussed due to time.*

**D. Board of Trustees/ DTRW-I (DCCI) – Review of Business Administration 2.0**

**E. Subcommittees/Workgroups**

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

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

**A. None**

**XIX. REQUESTS FOR FUTURE AGENDA ITEMS**

*None*

**Meeting adjourned: 5:30 p.m.**

**NEXT MEETING**

November 16, 2021 - 3:30 PM

Location: via Zoom

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:

Dr. Jennifer Kalfsbeek-Goetz, Vice President Academic Affairs  
Ventura College - 4667 Telegraph Road - Ventura, CA 93003  
(805) 289-6464