



Curriculum Committee

Approved Minutes

October 17, 2017

Meeting Room: 504

1:30 pm – 3:30 pm

1. Call to order	Chairperson Jim DeKloe called the meeting to order at 1:34pm.
2. Roll Call	<p>Member: Jim DeKloe (Chairperson), Lisa Abbott (Curriculum Analyst), Curtiss Brown (Articulation Officer), David Williams (VP of Academic Affairs), Dean Maire Morinec, Dean Sandy Lamba, Jose Cortes, Teri Yumae, Kevin Anderson, Deb Berrett Ginger Cain, Michelle Arce, Marivic Macalino, Marianne Flatland, Amy Dauffenbach, and Darren Potts.</p> <p>Guest: Rachel Purdie, Saki Cabrera, Maria Isip-Bautista, Dean Neil Glines, Gwen Gallagher, Dean Joe Ryan, Randy Robertson, Ferdinanda Florence, Cheryl McDonald, Sayed Mersa, Jacob Prinkle, and Sherina M.</p> <p>Absent: Erin Duane (Librarian), Mary Valch, and Anthony Ayala.</p>
3. Agenda Approval	Dean Morinec motioned to approve the agenda of October 17, 2017. It was seconded by Teri Yumae. The motion to approve the agenda passed unanimously.
4. Approval of Minutes	Amy Dauffenbach motioned to approve the minutes of October 3, 2017. It was seconded by Deb Berrett. The motion to approve the minutes passed unanimously.
5. Comments from the Public	There were no comments from the public.
6. Information	There were no items on this section.
7. Consent Items for Curriculum Committee	There were no items on this section.
8. New Course	<p><u>8a. (CP17F-6) ASL 003 American Sign Language 3</u></p> <p>1. Action on the Requisite: Dean Morinec motioned to approve ASL 002 as requisite for this course. It was seconded by Marianne Flatland. After Gwen Gallagher provided information about this course, the committee approved this course's requisite unanimously.</p> <p>2. Action on the Course: Dean Morinec motioned to approve ASL 003. It was seconded by Marianne Flatland. The committee unanimously approved this course.</p> <p><u>8b. (CP17F-7) ASL 004 American Sign Language 4</u></p> <p>1. Action on the Requisite: Dean Morinec motioned to approve ASL 003 as requisite of this course. It was seconded by Marianne Flatland. After discussion, the committee approved this course's requisite unanimously.</p> <p>2. Action on the Course:</p>

Kevin Anderson motioned to approve this course. It was seconded by Jose Cortes. The committee unanimously approved ASL 004.

8c. (CP17F-9) ASL 006 Linguistics of American Sign Language

1. Action on the Requisite:

Deb Berrett motioned to approve ASL 002 as requisite of this course. It seconded by Dean Morinec. Gwen Gallagher stated that this will be another class that students could take to understand the history of sign language, its purpose, foundation, culture, and how to succeed on their own. The committee approved this course's requisite unanimously.

2. Action on the Course:

Dean Morinec motioned to approve the course. It was seconded by Deb Berrett. This course will be UC and CSU transferable. The committee approved this course unanimously.

8d. (CP17F-10) ASL 052 Fingerspelling, Classifiers, and Numbers

1. Action on the Requisite:

Amy Dauffenbach motioned to approve ASL 001 as requisite of this course. It was seconded by Jose Cortes. Dean Morinec advised to modify the top code. The committee approved this course's requisite unanimously.

2. Action on the Course:

Curtiss Brown motioned to approve this course. It was seconded by Teri Yumae. The committee approved this course unanimously.

8e. (CP17F-11) ASL 053 Introduction to American Sign Language Interpreting

1. Action on the Requisite:

Dean Morinec motioned to approve ASL 002 as requisite of this course. It was seconded by Jose Cortes. The committee approved this course's requisite unanimously.

2. Action on the Course:

Jose Cortes motioned to approve this course. It was seconded by Kevin Anderson. The committee approved this course unanimously.

8f. (CP17F-12) ASL 054 ASL Interpreting Field Work

1. Action on the Requisite:

Dean Morinec motioned to approve ASL 003 as requisite of this course. It was seconded by Deb Berrett. Lisa will change the course units from 4 to 2 plus 1 unit for OCED 090. This will be an internship course. The committee approved this course's requisite unanimously.

2. Action on the Course:

Dean Morinec motioned to approve this course. It was seconded by Deb Berrett. The committee approved this course unanimously.

8g. (CP17F-13) SJS 001 Introduction to Social Justice Studies

1. Action on the Course:

Marianne motioned to approve this course. It was seconded by Curtiss Brown. Maria Isip-Bautista stated this will be an introductory course for the ADT program, which will be interdisciplinary. CID change will be submitted to reflect the correct course name. This course was approved by the committee unanimously.

8h. (CP17F-46) MATH 505 Supplemental Instruction: Math

1. Action on the Course:

Deb Berrett motioned to approve this course. It was seconded by Amy Dauffenbach. Randy Robertson provided the following information about this course: (a) this will be an alternative tutoring course, as MATH 500 was assigned for tutoring college level classes, (b) workload hours will be assigned separately than student hours, (c) discussed

the difference between this course and Tutoring Center's functionality, and (d) top code change to 1702. The committee approved this course unanimously.

9. Course Modification

9a. (CP17F-4) ASL 001 American Sign Language 1: Course Number (046), Program Applicability, TOP code, SAM code, Class Max, Transferability

1. Action on the Course:

Dean Morinec motioned to approve this course modification. It was seconded by Jose Cortes. The department changed the course number from 046 to 001. The committee approved this course unanimously.

9b. (CP17F-5) ASL 002 American Sign Language 2: Course Number (047), Program Applicability, Class Max, Transferability, Prerequisite, textbooks

1. Action on the Requisite:

Dean Morinec motioned to approve ASL 001 as requisite of this course. It was seconded by Deb Berrett. After the discussion, the committee approved this course's requisite unanimously.

2. Action on the Course:

Dean Morinec motioned to approve this course modification. It was seconded by Jose Cortes. This was a course number change from 047 to 002. It will have CTE top code and class max will be changed from 20 to 30. The committee approved this course unanimously.

9c. (CP17F-8) ASL 005 Introduction to American Deaf Culture: Course Number (001), SAM code, objectives, Prerequisite, Methods of evaluation, Assignments, Textbooks

1. Action on the Course:

Dean Morinec motioned to approve this course modification. It was seconded by Jose Cortes. This will be a deaf culture class and will not have any requisites. The committee approved this course unanimously.

9d. (CP17F-14) SJS 002 Introduction to Social Justice Studies: Department (SOCS), Number (022), Title, SAM code, Course Description, Objectives, Advisory, Assignments, Content, Textbooks

1. Action on the Course:

Jose Cortes motioned to approve this course. It was seconded by Dean Lamba. This will replace SOCS 022. Dean Morinec was concerned with this change, since SOCS 022 was one of the suggested electives for nursing. Dean Lamba stated that there will be enough PSYC 001 classes, which was also a suggested elective class for nursing, to accommodate nursing students. VP David William recommended to send this course to the nursing board for approval. Deb Berrett expressed concern of this modification since it will affect Criminal Justice. Dean Morinec, Deb Berrett, Marivic Macalino, and Marianne Flatland voted against this course modification. The remaining voting members of the committee voted to approve this course. Therefore, the motion passed with majority of the vote.

9e. (CP17F-22) COSM 100 Cosmetology I: Course Description, Other Catalog Information, Objectives, Units, Hours, textbooks

9f. (CP17F-23) COSM 101 Cosmetology II: Other Catalog Info, objectives, Units, Hours, textbooks

9g. (CP17F-24) COSM 102 Cosmetology III: Other Catalog Info, Units, Hours, textbooks

1. Action on these Courses:

Dean Morinec motioned to combine 9e, 9f, and 9g and to approve these courses' modification requests. It was seconded by Deb Berrett. Cheryl McDonald stated that these courses change will decrease completion time from 4 semesters to 3 semesters.

Also, units for these courses were increased. The committee approved these courses' modifications unanimously.

9h. (CP17F-31) COSM 106 Cosmetology IV: Other Number (148), Title, Other Catalog Info, Units, Hours, Content

1. Action on the Course:

Dean Morinec motioned to approve this course. It was seconded by Deb Berrett. Cheryl McDonald stated this will be a lab course that students could enroll into to complete their hours. The committee approved the courses unanimously.

10. Course Deletion

10a. (CP17F-21) ASL 050 Deaf Education

1. Action on the Course:

Dean Morinec motioned to approve deletion of course ASL 050. It was seconded by Deb Berrett. The committee approved this deletion unanimously.

10b. (CP17F-41) AUTB 100 Fundamentals of Auto Body Repair

10c. (CP17F-42) AUTB 101 Spray Paint Theory and Techniques

10d. (CP17F-43) AUTB 102 Automotive Body Panels and Frame Straightening

10e. (CP17F-44) AUTB 103 Advanced Auto Body Repair and Painting

10f. (CP17F-45) AUTB 110 Special Projects

1. Action on these Courses:

Items 10b through 10f will be included on the agenda at the next CC meeting.

10g. (17F-25) COSM 103A Cosmetology IV

10h. (17F-26) COSM 103B Cosmetology V

10i. (CP 17F-27) COSM 104A Esthetics of Skin Care I

10j. (CP 17F-28) COSM 104B Esthetics of Skin Care II

10k. (CP 17F-29) COSM 105A Fundamentals of Esthetics

10l. (VP17F-30) COSM 105B Advanced Fundamentals of Esthetics

10m. (CP 17F-32) COSM 110 Introduction to Cosmetology

10n. CP 17F-33) COSM 111 Special Hair Processes

10o. (CP17F-34) COSM 112 Basic Hairstyling

10p. (CP17F-35) COSM 113 Advanced Hairstyling

10q. (CP17F-36) COSM 114 Brush-Up and/or Supplemental Training

10r. (CP17F-37) COSM 115 Cosmetology Instructor Training I

10s. (CP17F-38) COSM 116 Cosmetology Instructor Training II

10t. (CP17F-39) COSM 117 Special Manicurist

10u. (CP17F-40) COSM 175 Cosmetology Education Practicum

1. Action on these Courses:

Dean Morinec motioned to combine items 10g through 10u and to approve deletions of these courses. It was seconded by Deb Berrett. The committee approved these deletions unanimously.

11. Curriculum Review

There were no items on this section

12. New Program

12a. (CP17F-15) ASL/English Interpreter Training A.A.

12b. (CP17F-16) ASL/English Interpreter Training Certificate

1. Action on these Programs:

Dean Morinec motioned to combine items 12a and 12b and to approve these new programs. It was seconded by Kevin Anderson. Lisa Abbott will add OCED 090 to these

programs. Glen Gallagher was commended for creating these programs. The committee approved these programs unanimously.

12c. (CP17F-17) Social Justice Studies A.A. – T

1. Action on the Program:

Marianne motioned to approved this program. It was seconded by Ginger Cain. This will be an ADT program and will be CSU transferrable. According to Dean Lamba and Maria Isip-Bautista, this program will be under the School of Social and Behavioral Sciences and the School of Liberal Arts will be working with them collaboratively. Saki Cabrera and Leslie Minor will be this program’s champions. The committee approved this program unanimously.

13. Program Modification

13a. (CP17F-47) Cosmetology A.S.

13b. (CP17F-48) Cosmetology Certificate

1. Action on these Programs:

Dean Morinec motioned to combine 13a and 13b and approve these programs’ modifications. It was seconded by Deb Berrett. The committee approved the changes unanimously.

14. Program Deletion

14a. (CP17F-49) Automotive Body and Repair A.S.

1. Action on the Program:

Deb Berrett motioned to approve the deletion of this program. It was seconded by Kevin Anderson. The committee approved this program deletion unanimously.

Note: It was noted during the CC meeting of October 31st that this was not approved. Dean Morinec and Deb Berrett requested this item be included at the next CC meeting on November 13, 2017.

14b. (CP17F-50) Interdisciplinary Studies – Arts and Humanities A.A.

14c. (CP17F-51) Interdisciplinary Studies – Communication A.A.

14d. (CP17F-52) Interdisciplinary Studies – Social Science A.A.

14e. (CP17F-54) University Studies – Arts and Humanities A.A.

14f. (CP17F-55) University Studies – Communication A.A.

14g. (CP17F-56) University Studies – Social Science A.A.

The request to delete these Interdisciplinary and University Studies started in Spring 2017. As a result, Program Review committee was tasked to research information/feedback from different schools and to provide recommendations. After few months of research, PR Coordinator Ferdinanda Florence and her committee members had recommended to delete items 14b through 14g. Marianne Flatland expressed her concerns as these programs were housed in Counseling and they were not part of this process. Marianne Flatland motioned “to table” or defer taking action on these items until the next Curriculum Committee meeting. It was seconded by Amy Dauffenbach. Chairperson DeKloe solicited votes for this motion. Marianne Flatland, Amy Dauffenbach, Marivic Macalino, Kevin Anderson, Deb Berrett, Ginger Cain, and Michelle Arce voted for the motion. Jose Cortes, Dean Morinec, Dean Lamba, Terri Yumae, and Curtiss Brown voted against the motion. The motion passed with majority of the vote. This item will be included in the agenda at the next CC meeting on October 31, 2017.

**15. High School
Articulation**

There were no items on this section

16. Report from the Chair	Curriculum Committee Chairperson Jim DeKloe did not provide an update.
17. Report from VP of Academic Affairs	David Williams, VP of Academic Affairs, did not provide an update.
18. Report from the Articulation Officer	Curtiss Brown, Articulation Officer, did not provide an update.
19. Other	There were no items on this section
20. Open Discussion	There were no items on this section
21. Adjournment	Kevin Anderson motioned to adjourn the meeting. It was seconded by Deb Berrett. The meeting adjourned at 3:45 pm.

ALL MEETINGS WILL BE HELD STARTING AT 1:30 PM IN ROOM 504 UNLESS OTHERWISE NOTED:

- October 17, 2017
- October 31, 2017
- November 14, 2017
- November 28, 2017
- December 12, 2017
- January 30, 2018
- February 13, 2018
- February 27, 2018
- March 20, 2018
- April 10, 2018
- April 24, 2018
- May 8, 2018