



Curriculum Committee

Minutes

Date: December 5, 2023

Meeting Room: L151 and Zoom

1:00 pm – 3:00 pm

1. Call to Order	Meeting was called to order at 1:04PM by Sarah Barsness, Chair. Meeting was held in Library, room 151 (2 nd Floor).
2. Roll Call	Alison Bolton was available via Zoom. Saki Cabrera motioned to approve Alison’s remote attendance. Doug Green seconded. Motion passed. James Word arrived at 2PM. Guy Brookshire needed to leave meeting at 2:50PM. Roll call was as follows:

Committee Officials (Non-voting)	
<input checked="" type="checkbox"/>	Sarah Barsness.....Chairperson
<input checked="" type="checkbox"/>	David Williams.....VP of Academic Affairs
<input checked="" type="checkbox"/>	Lisa AbbottCurriculum Analyst
<input checked="" type="checkbox"/>	Claire Gover.....Meeting Secretary
<input checked="" type="checkbox"/>	Ashlie Lawson.....Articulation Officer
Additional SS and AA Expertise (Non-voting)	
<input type="checkbox"/>	John Perez.....Distance Ed Director
<input checked="" type="checkbox"/>	Laura Maghoney.....Distance Ed Coord Sp24
Guests	
Maire Morinec*	NURS
Sandra Diehl*	HORT
Isabel Anderson	ENGL
Maureen Powers	EDUC
Matt Borchert	ATHL, KINE

Committee Members (Voting)	
<input checked="" type="checkbox"/>	Alison Bolton *..... Applied Technology & Business
<input checked="" type="checkbox"/>	Guy Brookshire.....Liberal Arts
<input checked="" type="checkbox"/>	Saki Cabrera.....Social & Behavioral Sciences
<input checked="" type="checkbox"/>	Ginger Cain.....Health Sciences
<input checked="" type="checkbox"/>	Jose Cortes..... Dean
<input checked="" type="checkbox"/>	Amy Dauffenbach.....Counselling
<input type="checkbox"/>	Erin Duane.....Library
<input checked="" type="checkbox"/>	Douglas “Doug” Green Applied Technology & Business
<input checked="" type="checkbox"/>	Sheila Hudson.....Dean
<input checked="" type="checkbox"/>	Marivic Macalino.....Health Sciences
<input checked="" type="checkbox"/>	James Word.....Math & Science
<input type="checkbox"/>	Teri Yumae.....Liberal Arts
<input type="checkbox"/>	Vacant.....Social & Behavioral Sciences
<input type="checkbox"/>	Vacant Math & Science

*Attended remotely.

3. Approval of Minutes	Approval of Minutes from: November 21, 2023						
	Motion:	Ginger Cain					
	Seconded by:	Alison Bolton					
	Comments/Discussion/Revisions:						
	Final Resolution:	Yeses:	6	Noes:	0	Abstentions:	3
	Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

4. Agenda Approval

<i>Approval of the agenda will enact all matters listed under the Consent Items which are considered routine unless removed from the Consent Items by a Committee member.</i>						
Motion:	Ginger Cain					
Seconded by:	Amy Dauffenbach					
Comments/Discussion/Revisions:						
Final Resolution:	Yeses:	9	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

5. Consent Items

<i>Approval of the agenda will enact all matters listed under the Consent Items which are considered routine unless removed from the Consent Items by a Committee member.</i>		
5a. General		
5b. Workload/Class Max		
Course	Rationale:	Change
Course	Rationale:	Change

6. Comments from the Public

<i>Three minutes are allotted per person **</i>	
Name	Comments
Maire Morinec	Maire said there is significant need for students to have soft skills in order to prepare them for the workforce. She expressed concern that we no longer offer OCED classes because we did not fill a faculty position after the OCED instructor retired.

7. Information Items

<i>No Action Required</i>

8. Action Items

<i>Approval of the agenda will enact all matters listed under the Consent Items which are considered routine unless removed from the Consent Items by a Committee member.</i>	
8a. Job-Direct Low Unit Certificates	<p>Notify faculty of removal from catalog and inform of option to bring back if created into a Chancellor’s Office recognized Certificate of Achievement.</p> <p>The name “Job-Direct” implies that these certificates will lead directly to a job, which is inaccurate. We want to remove these from the catalog and work with faculty in these departments to modify and create transcriptable certificates. Anything between 8-15 units <u>can</u> be submitted to the Chancellor’s Office to be certificated. Anything with 16 or more units <u>must</u> be submitted to the Chancellor’s Office (these would also meet the criteria for financial aid). For reference, Admissions and Records receives about 10 application per year for J-D certificates. Students can still take these classes. They would have the same value, but we would remove the “job-direct” title and catalog listing.</p>
Motion:	Alison Bolton motioned to approve 8a - the removal of low unit J-D certificates from the catalog, then contacting faculty to explain the options

Seconded by:	Guy Brookshire					
Comments/Discussion/Revisions:						
Final Resolution:	Yeses:	9	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

Motion:	Doug Green motioned to approve 8a with the timelines: Delay the removal of low-unit J-D certificates until the 25/26 catalog and begin working with faculty in Spring 2024 on creating transcriptable certificates and Chancellor's Office recognized Certificates of achievement.					
Seconded by:	Ginger Cain					
Comments/Discussion/Revisions:	Doug Green asked about the timelines for these changes. VP Williams advised we allow more time in order to better communicate with faculty and allow for discussion. Sarah Barsness asked curriculum representatives to talk to faculty in their areas to see if they want to modify existing certificates in order to make them transcriptable. Faculty can reach out to Lisa Abbott and Sarah Barsness for assistance. The earliest possible implementation of new certificates would be Spring 2025					
Final Resolution:	Yeses:	9	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

8b. OCED			
8b. OCED	OCED		Faculty recommendation
	Softskills for Technicians	Elect	Low-unit
	Weld AS	Elect	070/071 REMOVE OCED 70 & 71; required courses (per Jeff K)
	French	Elect	Remove OCED as per Lorna
	Spanish	Elect	Remove OCED as per Lorna
	World Lang	Elect	Remove OCED as per Lorna
	Automation Technology	Elect	
	Mechatronics	Elect	
	Business General	Elect	REMOVE OCED 90/91 (per LaVonne Slaton)
	Business General cert	Elect	REMOVE OCED 90/91 (per LaVonne Slaton)
	Business Insurance Property/Casualty	Req	REMOVE OCED 90 (per LaVonne Slaton)
	Small Business Mgmt	Elect	REMOVE OCED 90/91 (per LaVonne Slaton)
	Administrative Assistant CA/AS	Req	REMOVE OCED 90 (per LaVonne Slaton)
	Computer Programming	Elect	

	Drafting and Design	Req Elect	090/091 or 070	
	Survey and Civil	Req Elect	090/091 or 070	
	Elementary Teacher Ed	Req		Need to modify EDUC 001 to include internship
	Fire Tech CA/AS	Elect		Modified through proposal
	Landscape Tech	Req		Low-unit cert; remove OCED 090 ad reduce cert to 10 units
	Wellness and Self	Elect	070/071	Remove 70/71 (per Rebecca LaCount) – will wait until Spring 24 for full modification
	Nail Technology	AS	070/071	remove OCED per Toni
	EDUC 001	Coreq		Incorporate internship into course through proposal
	OT 151	Coreq		Remove co-requisite OCED 090. This also has a pre-req of 45 wpm typing skills. We need to remove that.
	SPAN 175	Coreq		Remove OCED co-requisite
	SPAN 185	Coreq		Remove OCED co-requisite
	SPAN 101	Coreq		Remove co-requisite and Modify to increase to 3.0 units
	FREN 101	Coreq		Remove co-requisite and Modify to increase to 3.0 units
Motion:	Saki Cabrera			
Seconded by:	Amy Dauffenbach			
Comments/Discussion/ Revisions:	All changes in item 8b were decisions made by faculty. In Automation Technology and Mechatronics OCED remained as electives. In Drafting & Design and Survey & Civil OCED was changed from a requirement to an elective.			
Final Resolution:	Yeses:	9	Noes:	0
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>	Abstentions: 0

9. Counseling

Amy Dauffenbach represented COUN. Rationale for proposals a-b:					
Update course with Prefix and programs to reflect changes					
Motion on a-b:	Amy Dauffenbach				N/A <input type="checkbox"/>
Seconded by:	Maravic Macalino				
Comments/Discussion/Revisions:	<p>Courses have been reviewed for DE. We cannot restrict access to COUN008 by limiting it to only MESA students, it needs to be open to all students.</p> <p>Saki Cabrera initiated discussion regarding the addition of HSW083 as a co-requisite to COUN064. HSW 083 was previously approved in the HSW ADT but had to be removed so that it would not delay its approval by the Chancellor given the delay in articulating the course. Ashlie Lawson voiced concern over units but was unable to calculate during the meeting and was concerned about re-submitting the ADT if the units were to be an issue. Curriculum will work on expediting this consideration.</p>				
Final Resolution:	Yeses:	9	Noes:	0	Abstentions: 0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>	

9a. Modified Courses: Curriculum Review

		Requisite	Last offered, did it run?	CC tab filled out?	notes
COUN005	Career-Life Planning		2023 fall	Yes	
COUN006	University Transfer Success		2023	Yes	
COUN007	Student Life Success		2023 fall	Yes	
COUN008	Math, Engineering and Science Achievement (MESA) Enrichment		2016	Yes	
COUN023	Psychology for Modern Life		201760-plan to offer Spring 24	Yes	
COUN064	Human Services and Social Work Seminar		Every Spring only		
COUN064P	Human Services and Social Work Practicum		Every Spring only	Yes	

9b. Inactivate Courses:

COUN058	Life Management
COUN064B	Practicum II
COUN065P	Human Services and Social Work Practicum II
COUN091	Foundations for College Success
COUN098	Performance Psychology
COUN102A	Time Management & Goal Setting
COUN102B	Test Anxiety and Memory
COUN102C	Study Systems
COUN103	Disability Success
COUN310	Transition to College for Students with Disabilities

10. Education

Maureen Powers represented EDUC. Rationale for proposals a-c:						
Modify for OCED						
Motion on a-c:	Ginger Cain				N/A <input type="checkbox"/>	
Seconded by:	Doug Green					
Comments/Discussion/ Revisions:	EDUC001 includes observation-based experience. Faculty will spend at least 3hrs/wk working with the internship site and monitoring student progress.					
Final Resolution:	Yeses:	10	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

**10a.
Modified
Courses:
Curriculum
Review**

EDUC001	Elementary Teacher Education				

**10b.
Inactivate
Courses:**

EDUCXX050	Introduction to Education

**10c.
Modified
Programs:**

Update for OCED	
	Elementary Teacher Education (AA-T)

11. Sports Medicine

Matt Borchert represented SPMD. Rationale for proposals a:						
Curriculum Review						
Motion on a:	Doug Green					N/A <input type="checkbox"/>
Seconded by:	Ginger Cain					
Comments/Discussion/Revisions:	Minimum qualifications were clarified and made consistent. Removed "volunteer" from course description. Specifications were completed for DE and Hybrid.					
Final Resolution:	Yeses:	10	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

11a. Modified Courses: Curriculum Review

		Requisite	Last offered, did it run?	CC tab filled out?	notes
SPMD054	Care and Prevention of Athletic Injuries		2023-Fall, yes	yes	
SPMD055A	Sports Medicine-Athletic Training Practicum Fall Sports		2023-Fall, yes	yes	
SPMD055B	Sports Medicine-Athletic Training Practicum Spring Sports		2023-Spr, yes	yes	
SPMD056A	Sports Medicine-Athletic Training Practicum Fall Sports 2	SPMD055 A	2023-Fall, yes	yes	
SPMD056B	Sports Medicine-Athletic Training Practicum Spring Sports 2	SPMD056 A	2023-Spr, yes	yes	
SPMD071	Back Care and Injury Management		2023-Fall. Yes	Yes	

12. Health Education

Ginger Cain represented HED. Rationale for proposals a:						
Curriculum Review						
Motion on a:	Ginger Cain					N/A <input type="checkbox"/>
Seconded by:	Amy Dauffenbach					
Comments/Discussion/Revisions:	Courses were modified for C-ID. Title of HED003 was changed from Women's Health Issues to Women's Health.					
Final Resolution:	Yeses:	10	Noes:	0	Abstentions:	0
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

12a. Modified Courses: Curriculum Review

		Requisite	Last offered, did it run?	CC tab filled out?	notes
HED001	Introduction to Public Health		2023-Fall, yes	yes	
HED002	Health Education		2023-Fall, yes	yes	
HED003	Women's Health		2023-Spr, yes	yes	

13. Athletics

Matt Borchert represented ATHL. Rationale for proposals a-b:						
Curriculum Review						
Motion on a-b:	Ginger Cain				N/A <input type="checkbox"/>	
Seconded by:	Saki Cabrera					
Comments/Discussion/Revisions:	Title of courses were changed so they begin with the name of sport. For ATHL012 it was confirmed that Beach Volleyball is the name used by the CCCAA (not Sand Volleyball). ATHL002 C, D and E were designated to Women’s Basketball and ATHL016 C, D, and E were created for Men’s Basketball (mirroring Women’s). ATHL025 is used by all intercollegiate teams as a supplemental course with a co-requisite of the Athletic team course.					
Final Resolution:	Yeses:	10	Noes:	0	Abstentions:	0
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>			

13a. Modified Courses: Curriculum Review

ATHL001	Volleyball - Women's Intercollegiate (Fall)
ATHL001A	Volleyball – Women’s Intercollegiate Off-Season (Spring)
ATHL001B	Volleyball – Women’s Intercollegiate Pre-Season (Summer)
ATHL002A	Basketball - Women's Intercollegiate (Fall)
ATHL002B	Basketball - Women's Intercollegiate (Spring)
ATHL002C	Basketball – Women’s Intercollegiate Off-Season (Spring)
ATHL002D	Basketball – Women’s Intercollegiate Conditioning (Summer)
ATHL002E	Basketball – Women’s Intercollegiate Pre-Season (Fall)
ATHL003	Softball - Women's Intercollegiate (Spring)
ATHL003A	Softball – Women’s Intercollegiate Off-Season (Fall)
ATHL003B	Softball – Women’s Intercollegiate Pre-Season (Spring)
ATHL004	Soccer - Women's Intercollegiate (Fall)
ATHL004A	Soccer – Women’s Intercollegiate Off-Season (Spring)
ATHL004B	Soccer – Women’s Intercollegiate Pre-Season (Summer)
ATHL005	Soccer - Men's Intercollegiate (Fall)
ATHL010	Swimming and Diving - Men's and Women's Intercollegiate (Spring)
ATHL010A	Swimming & Diving – Men’s and Women’s Intercollegiate Off-Season (Fall)
ATHL010B	Swimming and Diving – Men’s and Women’s Intercollegiate Pre-Season (Spring)
ATHL012	Beach Volleyball - Women's Intercollegiate (Spring)
ATHL015	Baseball - Men's Intercollegiate (Spring)
ATHL015A	Baseball – Men’s Intercollegiate Off-Season (Fall)
ATHL015B	Baseball – Men’s Intercollegiate Pre-Season (Spring)
ATHL016A	Basketball - Men's Intercollegiate (Fall)
ATHL016B	Basketball - Men's Intercollegiate (Spring)
ATHL022	Tennis – Men’s and Women’s Intercollegiate (Spring)
ATHL022A	Tennis – Men’s and Women’s Intercollegiate Off-Season (Fall)
ATHL022B	Tennis – Men’s and Women’s Intercollegiate Pre-Season (Spring)
ATHL025	Conditioning – Intercollegiate Athletics In-Season
ATHL050A	Peak Performance - Beginning
ATHL050B	Peak Performance - Intermediate

13b.**New Courses:**

ATHL 016C	Basketball – Men’s Intercollegiate Off-Season (Spring)
ATHL 016D	Basketball – Men’s Intercollegiate Conditioning (Summer)
ATHL 016E	Basketball – Men’s Intercollegiate Pre-Season (Fall)

14. Dance**Ginger Cain represented DANC. Rationale for proposals a-b:**

Curriculum Review					
Motion on a-b	Saki Cabrera			N/A <input type="checkbox"/>	
Seconded by:	James Word				
Comments/Discussion/Revisions:	Improved course description of DANC004 and added “World” to course objectives to distinguish from Western.				
Final Resolution:	Yeses:	10	Noes:		Abstentions:
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>		

14a. Modified Courses: Curriculum Review

		Requisite	Last offered, did it run?	CC tab filled out?	notes
DANC004	Dance Appreciation				
DANC010A	Ballroom Dance - Beginning				
DANC010B	Ballroom Dance - Intermediate				
DANC011A	Hip-Hop Dance - Beginning				
DANC011B	Hip-Hop Dance - Intermediate				
DANC012A	Swing Dance - Beginning				
DANC012B	Swing Dance - Intermediate				
DANC013A	Jazz Dance - Beginning				
DANC013B	Jazz Dance - Intermediate				
DANC014A	Ballet - Beginning				
DANC014B	Ballet - Intermediate				
DANC015A	Modern Dance - Beginning				
DANC020A	Dance Choreography				
DANC025A	Dance Production - Beginning				
DANC025B	Dance Production - Intermediate				

14b. Inactivate Courses:

DANCXX016A	Tap Dance - Beginning
DANCXX016B	Tap Dance - Intermediate
DANCXX013C	Jazz Dance - Advanced

- I. **Report from Articulation Officer, Ashlie Lawson** There was not enough time for an update on General Education. We need to change our local GE to align with new Title 5 regulations Ashlie will provide more thorough update at the next meeting.
- II. **Report from Assessment Coordinator, Andrew Wesley** There were no items in this section.
- III. **Report from Curriculum Analyst, Lisa Abbott** There were no items in this section.
- IV. **Report from VP of Academic Affairs, David Williams** There were no items in this section.
- V. **Report from Curriculum Committee Chair, Sarah Barsness** The Workload Committee met and everything was approved. The first Curriculum meeting will be at the end of January. Sarah will do outreach with OCED so recommendations can be made regarding hiring. We have not eliminated OCED courses, we just do not have faculty. There is a need for a bigger campus discussion on softskills.
- VI. **Other** There were no items in this section.
- VII. **Open Discussion** There were no items in this section.
- VIII. **Adjournment** Jose Cortes motioned to adjourn. Ginger Cain seconded. Meeting adjourned at 3:07PM

ALL MEETINGS WILL BE HELD STARTING AT 1:00 PM ON ZOOM UNLESS OTHERWISE NOTED

***Under the Bagley-Keene Act, a body does not have to listen to comments on matters that are not on the agenda or that were already considered in a public meeting where there was an opportunity to comment. Cal. Gov't Code § 11125.7(a).*

Under the Brown Act, the public is entitled to comment on any matter within the subject matter jurisdiction of the legislative body, as well as any agenda item. Cal. Gov't Code § 54954.3(a). See Galbiso v. Orosi Pub. Util. Dist., 167 Cal. App. 4th 1063, 1080, 84 Cal. Rptr. 3d 788 (2008). Under the Brown Act, the legislative body does not have to listen to comments on items that are not within its subject matter jurisdiction. 78 Ops. Cal. Att'y Gen. 224 (1995). And, as under the Bagley-Keene Act, a legislative body under the Brown Act does not have to listen to comments on items that were already considered in a public meeting where there was an opportunity to comment. Cal. Gov't Code § 54954.3(a).

An agency may limit public comment on items described in the agenda to the time when those items are being considered. Olson v. Hornbrook Cmty. Servs. Dist., 33 Cal. App. 5th 502, 528, 245 Cal. Rptr. 3d 236 (March 26, 2019).

In addition, under both Acts, the body may adopt reasonable regulations to ensure that the above provisions are carried out, including but not limited to regulations limiting the total amount of time allocated to each individual speaker for public testimony or comment on particular issues. Cal. Gov't Code §§ 11125.7(b) (Bagley-Keene Act); 54954.3(b) (Brown Act). A legislative body of a local agency may regulate the time, place and manner for speech to ensure orderly discussion. Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996) (Brown Act); see, e.g., Ribakoff v. City of Long Beach, 27 Cal. App. 5th 150, 177, 238 Cal. Rptr. 3d 81 (2018) (rejecting plaintiff's First Amendment facial and as applied challenge to board's rule limiting public comment to three minutes); Olson, 33 Cal. App. 5th at 528 (holding limitation on public comment on agenda items to when those items are being considered was not an unreasonable regulation).