

**Curriculum Committee**

**AGENDA**

**March 21, 2019**

**12:30pm**

**Berger Faculty Innovation Center**

**Members (13):** J. Learned (Chair); P. Stegeman (Business & Applied Technology), S. Cooper (General Counseling), D. Greene (Kinesiology/ECE), E. Benavides (Social Sciences), J. An-Dunning (Library & Learning Resources), S. Gaete (Nursing & Health Sciences), A. Garcia (Adjunct), R. Guinn (Sciences & Engineering), L. Jackson (Arts & Media), J. Matthews (Math & Computer Science), V. Rossi Dean (Communication & Humanities), K. Hoang (Student Services/Special Programs)

**Ex-Officio (non-voting):** J. Baker (VP Student Learning), M. Jasso (Articulation Officer), C. Voyu (OAC Representative), E. Calderon (Student Representative)

**Staff:** J. Magbuhat (Curriculum & Catalog Specialist), A. Simmons (Curriculum & Catalog Specialist), C. Contopulos (Recorder)

- I. Call to Order and Presence of a Quorum (7)**
- II. Public Comments**
- III. Approval of Agenda**
- IV. Approval of March 5, 2019 Minutes**
- V. Action – Majority–8**

**A. CONSENT:**

New Courses and Programs and/or Substantive Changes to Courses and Programs/2<sup>nd</sup> Reading

**1. New Course:**

- a. HS 068** Pharmacy Technician (4 units)  
Class size maximum: **25**

Prerequisite: HS 065, HS 067, & HS 074

Advisory: MATH 060 & ENG 061

**2. Course Modifications:**

- a. AIS 072** Microsoft Excel  
*Change course code from ~~CIS 072A~~ to AIS 072D; change TOP Code **from:** ~~070200 Information Systems~~ to: 051400 Office Admin Asst. & Secretarial Science, General; change CIP Code **from:** ~~11.0103 Information Systems~~ to: 52.0401 Office Technology/Office Computer Applications; add Office Technologies to the Discipline List; remove Prerequisite: CIS 010 or BUAC 050; add Advisory: AIS 005; change textbook and SLOs; and complete DE checklist.*
- b. BFFA 063A** Basic Fire Fighter I Academy (Part 1)  
*Update textbooks and materials fees based on the changes in State training requirements.*
- c. BI 013** Human Anatomy and Physiology I
- d. BI 014** Human Anatomy and Physiology II  
*Textbook update.*
- e. HS 064** Nurse Assistant  
*Textbook update.*
- f. N 001** Basic Concepts in Nursing Practice (*Materials fee: \$80-\$120*)
- g. N 002** Nursing Practice for Commonly Occurring Alterations in Health (*Materials fee: \$70-\$110*)
- h. N 003A** Concepts of Nursing Practice - Complex Alterations in Health (*Materials fee: \$80-\$120*)  
*Update material fees.*

- i. **NR 021** Introduction to Geographic Information Systems **C-ID GEOG 155** (to be submitted)  
**CID Alignment:** Update course content, objectives, and textbook. Change class size max from 35 to 24.
- j. **WELD 011A** Introduction to Shielded Metal Arc Welding  
 To align with AWS SENSE and create a sequence of courses that lead to an entry-level welder certificate demonstrating proficiency in welding and providing career options for students.

3. Code Alignment Project

Change TOP Codes, CIP Codes, and SAM Codes as listed below.

|    | Course    | Course Title                                      | TOP Code |        | CIP Code |         | SAM Code |     |
|----|-----------|---|----------|--------|----------|---------|----------|-----|
|    |           |   | From:    | To:    | From:    | To:     | From:    | To: |
| a. | KINE-001  | First Aid and Safety                              | 127000   | 083610 | 31.0505  | 31.0101 | E        | C   |
| b. | KINE-003  | Care and Prevention of Athletic Injuries          | 127000   | 122800 | 31.0505  | 51.0913 | E        | C   |
| c. | KINE-004  | Advanced Care and Prevention of Athletic          | 127000   | 122800 | 31.0505  | 51.0913 | E        | B   |
| d. | KINE-007  | Techniques of Exercise Leadership                 | 127000   | 083520 | 31.0505  | 31.0507 | E        | C   |
| e. | KINE-009  | Essentials for Fitness Professionals              | 127000   | 083520 | 31.0505  | 31.0507 | E        | C   |
| f. | KINE-012  | Clinical Exper/Sprts Med & Ath Training I         | 127000   | 122800 | 31.0505  | 51.0913 | E        | C   |
| g. | KINE-013  | Clinical Exper/Sprts Med & Ath Training II        | 127000   | 122800 | 31.0505  | 51.0913 | E        | C   |
| h. | KINE-039  | TRX & Kettlebell Training                         | 083500   | 083520 | 31.0501  | 31.0507 | E        | C   |
| i. | KINE-063  | Golf: The Short Game                              | 083500   | 083520 | 31.0501  | 31.0507 | E        | C   |
| j. | KINE-092  | Yoga for Dancers                                  | 083500   | 083520 | 31.0501  | 31.0507 | E        | C   |
| k. | KINE-095  | Exercise Science                                  | 083500   | 083520 | 31.0501  | 31.0507 | E        | C   |
| l. | KINE-095A | Kinesiology Work Experience                       | 127000   | 083520 | 31.0505  | 31.0507 | E        | C   |
| m. | KINE-098A | Yoga I-Fundamentals of Yoga                       | 083500   | 083520 | 31.0501  | 31.0507 | E        | C   |
| n. | KINE-098B | Yoga II-Beginning Yoga                            | 083500   | 083520 | 31.0501  | 31.0507 | E        | C   |
| o. | KINE-098C | Yoga III-Intermediate Yoga                        | 083500   | 083520 | 31.0501  | 31.0507 | E        | C   |
| p. | KINE-098D | Yoga IV-Advanced Yoga                             | 083500   | 083520 | 31.0501  | 31.0507 | E        | C   |
| q. | KINE-099  | Power Yoga  | 083500   | 083520 | 31.0501  | 31.0507 | E        | C   |
| r. | KINE-301  | Advanced First Aid and Safety                     | 083610   | -      | 31.0101  | -       | C        | B   |
| s. | KINE-302  | Advanced CPR and AED                              | 083610   | -      | 31.0101  | -       | C        | B   |
| t. | KINE-304  | Lifeguard Training II                             | 083570   | -      | 31.9999  | -       | C        | B   |
| u. | KINE-307  | Water Safety Instructor II                        | 083570   | -      | 31.9999  | -       | C        | B   |
| v. |           | Fitness Specialist Certificate of Achievement     |          |        | 31.0507  | 31.0501 |          |     |
| w. |           | Personal Trainer Certificate of Achievement       |          |        | 31.0507  | 31.0501 |          |     |
| x. |           | Lifeguard Training Certificate of Completion      |          |        | 31.9999  | 31.0101 |          |     |
| y. |           | Water Safety Instructor Certificate of Completion |          |        | 31.9999  | 31.0101 |          |     |

4. 2019-2020 Curriculum Timeline

B. ITEMS PULLED FROM CONSENT AGENDA (if need be)

C. 2<sup>nd</sup> READING FOR ITEMS WITH CHANGES MADE AFTER 1<sup>st</sup> READING (NOT ON CONSENT)

D. COURSES AND PROGRAMS – 1<sup>ST</sup> READING

1. COURSE REACTIVATION

- a. **BPOT 003** Basic Peace Officer Training – Module I (19 units)  
 Class size maximum: 40  
 Prerequisite: BPOT 002

Originator: Clayton Mayes

Team Discussion

- Requisites and Entrance Skills
- Course Content and Units
- Methods of Instruction and Evaluation
- Articulation, GE's and Coding

- b. **BCOT 010** Basic Correctional Officer Training (14 units)  
 Class size maximum: 50  
 Prerequisite: None

Originator: Clayton Mayes

Team Discussion

- Requisites and Entrance Skills
- Course Content and Units
- Methods of Instruction and Evaluation
- Articulation, GE's and Coding

2. COURSES MODIFICATIONS

a. BI 005 Molecular and Cell Biology

C-ID ALIGNMENT: Change CH 001A corequisite to a prerequisite, modify content and update textbook.

Originator: Alexa Sawa

Team Discussion

- Requisites and Entrance Skills
- Course Content and Units
- Methods of Instruction and Evaluation
- Articulation, GE's and Coding

b. DDP 010 Graphic Design I

Add 100% online and Hybrid modalities. Change Class Size Max from: 27 to: 24. Add Prerequisite: DDP 001B. Change Catalog & Schedule descriptions, content, objectives and SLOs.

c. DDP 011 Graphic Design II

Add 100% online and Hybrid modalities. Change Class Size Max from: 27 to: 24. Change Catalog & Schedule descriptions, content, objectives, SLOs. Modify Methods of Instruction and Evaluation.

Originator: Mari Abril

Team Discussion

- Requisites and Entrance Skills
- Course Content and Units
- Methods of Instruction and Evaluation
- Articulation, GE's and Coding

d. J 010 Magazine Writing Production

Add DDP 002 or ART 031 as prerequisite options.

Originator: Laurilie Jackson

Team Discussion

- Requisites and Entrance Skills
- Course Content and Units
- Methods of Instruction and Evaluation
- Articulation, GE's and Coding

e. KINE 009 Essentials for Group Fitness Professionals

Change Units from: 2 to: 3; Hours from: 36 to: 54. Update Catalog & Schedule descriptions, content, objectives, SLOs and textbooks. Modify title by adding "Group". Delete KINE 007 as prerequisite. Add Hybrid modality.

Originator: Wendy Ansley

Team Discussion

- Requisites and Entrance Skills
- Course Content and Units
- Methods of Instruction and Evaluation
- Articulation, GE's and Coding

3. PROGRAM MODIFICATIONS

a. Automotive Alternative Fuels Certificate of Achievement

Required Courses:

|           |  |                         |
|-----------|--|-------------------------|
| AUTO 010  | Introduction to Automotive Technology .....  | 4                       |
| AUTO 011B | Auto Electronics & Electrical Systems.....   | 4                       |
| AUTO 040E | CNG Diagnosis & Repair.....  | 4                       |
| AUTO 043A | Intro to Hybrid, Electric & Fuel-Cell Vehicle Technology .....   | 3                       |
| AUTO 045A | Intro to Alternative Fuel Vehicles .....   | 2                       |
| DELETE    | <del>AUTO 092A Biodiesel: Characteristics, Use &amp; Production.....</del>                                 | <del>2</del>            |
|           | AUTO 095A* Automotive Technology Work Experience (Maximum of 2 units may be used for work experience)..... | 2                       |
|           | <b>CERTIFICATE TOTAL .....</b>   | <del>21</del> <b>19</b> |

\*For extenuating circumstances, as deemed by the automotive advisor, work experience may be fulfilled through a special shop project or an appropriate elective.

b. Automotive Electrical Certificate of Achievement

Required Courses:

|                                |  |                |
|--------------------------------|--|----------------|
| AUTO 010                       | Introduction to Automotive Technology .....  | 4              |
| AUTO 011B                      | Auto Electronics & Electrical Systems.....   | 4              |
| AUTO 011C                      | Advanced Automotive Electrical Systems .....   | <del>5</del> 4 |
| AUTO 021A                      | Automotive Diagnosis & Troubleshooting .....   | 2              |
| AUTO 043A                      | Intro to Hybrid, Electric & Fuel-Cell Vehicle Technology .....                                   | 3              |
| AUTO 095A*                     | Automotive Technology Work Experience (Maximum of 2 units may be used for work experience) ..... | 2              |
| <b>CERTIFICATE TOTAL</b> ..... | <del>20</del> .....  | <b>19</b>      |

\*For extenuating circumstances, as deemed by the automotive advisor, work experience may be fulfilled through a special shop project or an appropriate elective.

c. Automotive Engine Management Certificate of Achievement

Required Courses:

|                                |  |                |
|--------------------------------|--|----------------|
| AUTO 010                       | Introduction to Automotive Technology .....  | 4              |
| AUTO 011B                      | Auto Electronics & Electrical Systems.....   | 4              |
| AUTO 014A                      | Automotive Engine Management.....  | 4              |
| AUTO 014B                      | Advanced Engine Management .....   | <del>5</del> 4 |
| AUTO 021A                      | Automotive Diagnosis & Troubleshooting .....   | 2              |
| AUTO 095A*                     | Automotive Technology Work Experience (Maximum of 2 units may be used for work experience) ..... | 2              |
| <b>CERTIFICATE TOTAL</b> ..... | <del>21</del> .....  | <b>20</b>      |

\*For extenuating circumstances, as deemed by the automotive advisor, work experience may be fulfilled through a special shop project or an appropriate elective.

d. Fitness Specialist Certificate of Achievement

Required Courses: ~~20~~ 18 Units

|               |  |   |              |
|---------------|--|---|--------------|
|               | KINE-001   | First Aid and Safety.....   | 3            |
| <b>DELETE</b> | <del>KINE-003</del>  | <del>Athletic Training I .....</del>  | <del>3</del> |
|               | KINE-007   | Techniques of Exercise Leadership.....  | 3            |
|               | KINE-008   | Introduction to Kinesiology .....   | 3            |
| <b>ADD</b>    | <del>KINE-009</del>  | <del>Essentials for Fitness Professionals .....</del>                                 | <del>3</del> |
|               | KINE-095   | Exercise Science.....   | 2            |
|               | KINE-095A  | Kinesiology Work Experience (Maximum of 1 unit may be used for work experience) ..... | 1            |
|               | HS-013   | General Nutrition.....  | 3            |
|               | Fitness Courses: (2 units chosen from the following courses) ..... |   | 2            |
|               | KINE-039   | TRX and Kettlebell Training (1)   |              |
|               | KINE-040   | Aerobics, Total Body Fitness (1)  |              |
|               | KINE-041   | Core Conditioning (1)   |              |
|               | KINE-046   | Endurance Training (2)  |              |
|               | KINE-047   | Body Sculpt and Tone (1)  |              |
|               | KINE-068   | Jogging, Powerwalking, and Running (1)  |              |
|               | KINE-069   | Biomechanics of Running (1)   |              |
|               | KINE-071   | Kickboxing Aerobics (1)   |              |
|               | KINE-072   | Pilates Mat Work (1)  |              |
|               | KINE-073   | Pilates for Dance (1)   |              |
|               | KINE-077   | Self-Defense/Fitness (1)  |              |
|               | KINE-083   | Swimming and Running for Triathletes (1)  |              |
|               | KINE-084   | Aquatic Crosstraining (1)   |              |
|               | KINE-093   | Water Fitness (1)   |              |
|               | <del>KINE-098A</del>   | <del>Yoga I-Fundamentals of Yoga (1)</del>  |              |
|               | KINE-099   | Power Yoga (1)  |              |
|               | <b>CERTIFICATE TOTAL</b> .....                                     | <del>22</del> .....   | <b>20</b>    |

E. TECHNICAL REVIEW CHARTER – 1<sup>ST</sup> READING

**VI. Information/Discussion**

**VII. Good of the Order**

**VIII. Adjournment**

**NEXT MEETING**

*April 2, 2019*