



ACADEMIC SENATE

Curriculum Committee Agenda

March 1, 2016

President's Board Room

- I. **CALL TO ORDER** and Presence of a Quorum 7 (1/2 of 13 voting members)
- II. **PUBLIC COMMENTS** *Guests are welcome and invited to contribute to discussion on agenda items. Notify Committee Chair in advance.*
- III. **APPROVAL OF AGENDA** - will be approved as submitted if there are no objections. *Due at least 72 hours prior to meeting with attachments.*
- IV. **APPROVAL OF MINUTES** – Minutes of February 18, 2016 meeting
- V. **DISCUSSION**
 - A) Zero Net Energy (Prop 39 Grant) – *Bert Bitanga, George Brown, Ramiro Galicia*
- VI. **ACTION** – (8 needed for voting – ½ plus 1)
 - A) Consent Agenda
 1. **Course Modification:**
 - a. DSPS-046A Computer Access Applications
 - b. ECE-033 Inclusion of Children with Special Needs in ECE Settings
 - c. ECE-035 Curriculum and Strategies for Children with Special Needs
 - d. ECE-044 Health, Safety & Nutrition
 - e. KINE-066 Adapted Fitness Aquatics
PERIODIC REVIEW: *Update textbooks.*
 - f. EDUC-001 Introduction to Elementary Classroom Teaching
Change advisory from ENG-001A to ENG-002.
 - B) New Course Designator
 1. **COMM – Communication Studies** (replacing SP- Speech)
*Department: Humanities; School: Communication & Humanities; TOP Code: **1506.00** (Speech Communication); Discipline: Communication Studies*
 - C) Course Modifications
 1. ~~SP-004~~ **COMM-001** *Introduction to Public Speaking (C-ID COMM 110)*
 2. ~~SP-006~~ **COMM-005** *Survey of Human Communication (C-ID COMM 115)*
 3. ~~SP-004~~ **COMM-009** *Introduction to Interpersonal Communication (C-ID COMM 130)*
 4. ~~SP-005~~ **COMM-013** *Small Group Communication (C-ID COMM 140)*
 5. ~~SP-015~~ **COMM-017** *Intercultural Communication (C-ID COMM 150)*
 6. ~~SP-007~~ **COMM-025** *Argumentation and Debate (C-ID COMM 120)
*Change course code from SP to COMM.**
 7. **ART-021A** *Beginning Watercolor Painting*
 8. **ART-023A** *Beginning Oil Painting*
 9. **ART-025A** *Beginning Acrylic Painting
*Remove ART-019 as prerequisite; add ART-019 as advisory along with current advisories.**
 10. **MATH-013** *Liberal Arts Math (C-ID MATH 130)
*Change Methods of Instruction from: Lecture only to: Lecture/Lab. Contact Hours from: 72 hours (72 lec) to: 108 hours (54 lec + 54 lab); add lab content.**

D) New Programs

1. HOSPITALITY MANAGEMENT AS Degree for Employment Preparation

Hospitality Management is the study of different aspects of management and leadership as they relate to the hospitality industry. Included in the hospitality industry are such sectors as hotels, restaurants, travel services, gaming and entertainment, recreation, managed services, and special events. The AS Degree in Hospitality Management for Employment Preparation will allow graduates of the program to compete for entry level and sometimes mid-level management positions in any number of hospitality sectors. Students who desire to eventually achieve the higher ranks in the hospitality industry such as general managers, club managers, chefs, and directors of various operational areas [e.g. human resource, finance, and operations] will generally [but not always] have to acquire higher level degrees. Even students who choose not to major in hospitality management find that course work in the field can improve their ability to think critically and solve complex problems, be more aware of the personal abilities/skills and simply manage in general more effectively.

Hospitality Specific Courses:

BUHM-050	Introduction To The Hospitality Industry	3
BUHM-063	Hotel and Restaurant Operations	3
CART-003	Principles Of Cooking	5
BUHM-095A-D	Hotel/Restaurant Mgmt. Work Experience	1-4

General Business Management:

BUMA-001	Principles Of Management	3
BUMA-020A	Business Law I	3
BUMA-027	Marketing	3
BUMA-032	Human Relations In the Workplace	3
BUMA-094	Business Communications	3

Accounting/Financial:

BUAC-066	Fundamentals Of Bookkeeping	3
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Office Technology - select one course:..... 2-4

CIS-005	Computer Survival Skills (2)
CIS-010	Computer Literacy (4)
CIS-012	Professional Office Procedures (3)

Electives (9 units) to be selected from the following disciplines with consent of an Advisor: 9

- Accounting (BUAC)
- Culinary Arts (CART)
- Computer Information Systems (CIS)
- Construction Management (CM)
- Economics (ECON)
- English (ENG)
- Management (BUMA)
- Natural Resources (NR)
- Psychology (PSY)
- Recreation (RE)
- Real Estate Development (RED),
- Sociology (SOC)
- Speech (SP)
- Spanish (SPAN)

Required Courses	31-36
Electives (with Advisor approval)	9
COD General Education Pattern	18
Kinesiology Activities	2
Total Units	60-65

2. HOSPITALITY MANAGEMENT CERTIFICATE OF ACHIEVEMENT

Hospitality Management is the study of different aspects of management and leadership as they relate to the hospitality industry. Included in the hospitality industry are such sectors as hotels, restaurants, travel services, gaming and entertainment, recreation, managed services, and special events. The Certificate of Achievement in Hospitality Management will allow graduates of the program to compete for entry level positions in any number of hospitality sectors. Students who desire to eventually achieve the higher ranks in the hospitality industry such as general managers, club managers, chefs, and directors of various operational areas [e.g. human resource, finance, and operations] will generally [but not always] have to acquire higher level degrees. Even students who choose not to major in hospitality management find that course work in the field can improve their ability to think critically and solve complex problems, be more aware of the personal abilities/skills and simply manage in general more effectively.

Required Courses

Hospitality Specific Courses [7-8 minimum credits]

BUHM-050	Introduction to the Hospitality Industry	3
BUHM-063	Hotel and Restaurant Operations	3
BUHM-095A,B	Hotel & Restaurant Management Work Experience	1-2

General Business Management [6 minimum credits]		
BUMA-001	Principles of Management	3
BUMA-094	Business Communications	3
Accounting/Financial [3 minimum credits]		
BUAC-066	Bookkeeping	3
Office Technology [2-4 minimum credits—choose from among 3 courses]		2-4
CIS-005	Computer Survival Skills (2)	
CIS-010	Computer Literacy (4)	
CIS-012	Professional Office Procedures (3)	
Hospitality Courses		7-8
General Business/Management		6
Accounting/Financial		3
Office Technology		2-4
CERTIFICATE TOTAL		18-21

E) Program Modifications:

1. BUSINESS ADMINISTRATION A.S. for Transfer Degree (AS-T)

Business administration is the study of basic principles and techniques to effectively manage and lead organizations. This curriculum is designed for students planning to transfer to a four-year college and major in general business or a more specialized field of business such as finance, accounting, international business, marketing, or management. COD has transfer agreements with many of the California State Universities and University of California systems in this discipline/program. However, transfer requirements at four-year colleges and universities tend to vary from institution to institution; students should consult with a counselor for specific information regarding the transfer requirements of their preferred college or university. Even students who choose not to major in business administration find that coursework in the field can improve their ability to think critically, problem-solve, manage their lives, and understand the economic issues that engage our world, our country, and our communities. For more information please call (760) 776-7224. Advisor: K. Hall

Required Core Courses:

BUAC-020A	Financial Accounting	4
BUAC-020B	Managerial Accounting	4
BUMA-010	Introduction To Business	3
BUMA-020A	Business Law I	3
CIS-010	Computer Literacy	4
ECON-001	Principles Of Macroeconomics	3
ECON-002	Principles Of Microeconomics	3
MATH-014	Statistical Methods	4
Add or MATH-009	Business Calculus (4)	

Required Subtotal	28
General Education Pattern ¹ (CSU-GE or IGETC for STEM) Units.....	37-39
Transferable Electives ² (as needed to reach 60 transferable units)	
DEGREE TOTAL	60

¹ Units for the major may be double counted for CSU GE or IGETC, confer with Counselor.

² Elective units to reach 60-unit total must be CSU transferable, confer with Counselor.

2. BASIC FIRE FIGHTER Certificate of Achievement

Basic Fire Fighter Certificate of Achievement provides individuals with the knowledge and skills to safely perform, under minimal supervision, essential and advanced fire ground tasks. These shall include basic rescue operations, auto extrication, basic fire suppression, prevention and investigation, a basic knowledge of the "Incident Command System" and an introduction to the potential dangers of hazardous materials. In addition, students will learn to use, inspect and maintain various types of firefighting and rescue equipment. Completion of this Certificate satisfies the manipulative and academic training requirements as established by the State Fire Marshal to become certified as a Fire Fighter I.

Required Courses:

FIRE BFFA-063A	Basic Fire Fighter I Academy (Part 1)	9.75
FIRE BFFA-063B	Basic Fire Fighter I Academy (Part 2)	8.75

CERTIFICATE TOTAL	18.5
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3. FIRE TECHNOLOGY AS Degree for Employment Preparation

Fire technology is the study of the organization and function of fire prevention and suppression techniques; fire behavior and combustion, fire chemistry, extinguishing agents, hazardous and toxic material; fire protection systems; fire command and fire management (supervision). Career paths chosen by students pursuing an undergraduate and/or baccalaureate degree in fire technology commonly include firefighter, fire engineer, paramedic, forest service worker, health and safety officer, fire prevention specialist, fire inspector, fire investigator, fire protection engineer and hazardous materials specialist. College of the Desert's Fire Technology curriculum includes course offerings that provide a general overview of fire service disciplines, as well as specific courses in fire suppression, fire tactics and strategy, fire prevention, design and operation of fire detection and alarm systems, hazardous materials, fire protection building design and construction. In addition, Fire Service Training & Education Program (FSTEP) and California Fire Service Training & Education System (CFSTES) courses through the California State Fire Marshal's office are offered in this program. College of the Desert is recognized by the California State Fire Marshal as an Accredited Regional Training Program offering a Firefighter 1 Basic Training Academy. The objective for this program is to develop teamwork, skills, attitudes and public service commitment necessary for employment in the fire service. Completion of this certificate satisfies the manipulative and academic training requirements as established by the California State Fire Marshal. Additional information on this program is available on the Public Safety Academy's website at collegeofthedesert.edu. College of the Desert offers a Certificate of Achievement in Fire Technology and an Associate of Science degree. The Certificate of Achievement is designed to provide students with skills necessary for employment or advancement as an entry level firefighter. Students earning the certificate may also choose to continue their study toward an associate or baccalaureate degree in the field of emergency services. Past recipients of the COD Certificate of Achievement in Fire Technology have obtained positions as reserve firefighter; firefighter/EMT and paramedic. Students earning an associate's degree in Fire Technology may pursue positions as a firefighter, paramedic or firefighter/EMT or may choose to continue their study in fire technology or fire service toward a bachelor's degree. For more information please call (760) 636-7996. Faculty Advisor: Scott Ventura

Required Courses: 18 Units

FIRE-001	Principles of Emergency Services	3
FIRE-002	Fire Prevention	3
FIRE-003	Fire Protection Equipment & Systems	3
FIRE-004	Building Construction For Fire Protection	3
FIRE-005	Fire Behavior & Combustion	3
FIRE-007	Principles of Fire & Emergency Services Safety & Survival	3

Electives - Choose 22 units from the following:

FIRE-006	Hazardous Materials/ICS	3
FIRE-008	Firefighting Strategies & Tactics	3
FIRE-010	Wildland Fire Technology	3
FIRE BFFA 063A	Basic Fire Fighter I Academy (Part 1)	9.75
FIRE BFFA 063B	Basic Fire Fighter I Academy (Part 2)	8.75
FIRE CSFM 070	Confined Space - Awareness	0.5
FIRE CSFM-077A	Fire Investigation 1A: Fire Origin & Cause Determination	2.5
FIRE CSFM-077B	Fire Investigation 1B: Techniques of Fire Investigation	2.5
FIRE CSFM-078A	Training Instructor 1A: Cognitive Lesson Delivery	2.5
FIRE CSFM-078B	Training Instructor 1B: Psychomotor Lesson Delivery	2.5
FIRE CSFM-078C	Training Instructor 1C: Instructional Development Techniques	2.5
FIRE CSFM-079B	I-200: Basic ICS	1
FIRE CSFM-079C	I-300: Intermediate ICS	1.5
FIRE CSFM-079D	I-400: Advanced ICS	1
FIRE CSFM-082A	Fire Apparatus Driver/Operator 1A: Emergency Vehicle Ops	2
FIRE CSFM-082B	Fire Apparatus Driver/Operator 1B: Pump Operations	2
FIRE CSFM-090A	Fire Prevention 1	2
FIRE CSFM-091A	Command 1A: Command Principles for Company Officers	2
FIRE CSFM-091B	Command 1B: Incident Management for Company Officers	2
FIRE CSFM-091C	Command 1C: WUI Command Operations for the Company Officers	2.5
FIRE CSFM-092	Fire Management 1: Mgt/Supervision for Company Officers	2
BIT-026	Building II & Fire Codes	3
EMT-080	Emergency Medical Responder	3
EMT-084	Emergency Medical Technician I	6

Required Courses	18
Elective Courses (with Advisor approval)	22
COD General Education Pattern	18
Kinesiology Activities	2
Degree Total	60

4. FIRE TECHNOLOGY Certificate of Achievement

Fire technology is the study of the organization and function of fire prevention and suppression techniques; fire behavior, combustible materials, extinguishing agents, hazardous and toxic material; fire protection techniques and systems; fire command and fire management (supervision). The certificate of achievement is designed to provide students with skills necessary for employment or advancement as an entry level firefighter. Students earning the certificate may also choose to continue their study toward an associate or baccalaureate degree in the field. Past recipients of the COD Certificate of Achievement in Fire Technology have obtained positions as firefighter, firefighter/EMT and paramedic. This program follows the Fire and Emergency Services Higher Education (FESHE) model from the National Fire Academy in Emmitsburg, Maryland and is a component of accreditation from the California State Fire Marshal. For more information please call (760) 636-7996. Advisor: Scott Ventura For more information please call (760) 636-7996. Faculty Advisor: Scott Ventura

Required Courses: 18 Units

FIRE-001	Principles of Emergency Services	3
FIRE-002	Fire Prevention	3
FIRE-003	Fire Protection Equipment & Systems	3
FIRE-004	Building Construction For Fire Protection	3
FIRE-005	Fire Behavior & Combustion	3
FIRE-007	Principles of Fire & Emergency Services Safety & Survival	3

Electives - Choose 4 units from the following:

FIRE-006	Hazardous Materials/ICS	3
FIRE-008	Firefighting Strategies & Tactics	3
FIRE-010	Wildland Fire Technology	3
FIRE CSFM 070	Confined Space - Awareness	0.5
FIRE CSFM-077A	Fire Investigation 1A: Fire Origin & Cause Determination	2.5
FIRE CSFM-077B	Fire Investigation 1B: Techniques of Fire Investigation	2.5
FIRE CSFM-078A	Training Instructor 1A: Cognitive Lesson Delivery	2.5
FIRE CSFM-078B	Training Instructor 1B: Psychomotor Lesson Delivery	2.5
FIRE CSFM-078C	Training Instructor 1C: Instructional Development Techniques	2.5
FIRE CSFM-079B	I-200: Basic ICS	1
FIRE CSFM-079C	I-300: Intermediate ICS	1.5
FIRE CSFM-079D	I-400: Advanced ICS	1
FIRE CSFM-090A	Fire Prevention 1	2
FIRE CSFM-091A	Command 1A: Command Principles for Company Officers	2
FIRE CSFM-091B	Command 1B: Incident Management for Company Officers	2
FIRE CSFM-091C	Command 1C: WUI Command Operations for the Company Officers	2.5
FIRE CSFM-092	Fire Management 1: Mgt/Supervision for Company Officers	2
BIT-026	Building II & Fire Codes	3
EMT-080	Emergency Medical Responder	3
EMT-084	Emergency Medical Technician I	6
CERTIFICATE TOTAL.....		22

VII. INFORMATION

A) Courses Due for Review 2015-16 Updated List

B) Courses for Curriculum Approval on Hold (as of February 26, 2016)

1. Awaiting for Department Chair's Approval:
 - a. HIST-005 History of Western Civilization I
 - b. HIST-006 History of Western Civilization II

3. Awaiting for Course Author Changes:
 1. ART-010 Introduction to Art
 2. ART-029 Introduction to Crafts
 3. ART-031 Introduction to Digital Art
 4. MATH-062A,B Skills for College Success

VIII. GOOD OF THE ORDER

IX. ADJOURNMENT