

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across campus.

Members:

Faculty/Voting:

- Angela Amaya (SLPC)
- Akihiko Hirose (SLPC)
- Barbara Zingg (STEM)
- Elizabeth Owens (STEM)
- Craig Kutil, Chair (STEM)
- Michael Sato (A&H)
- Elizabeth Wing Brooks (A&H)
- Jose Calderon (SS)
- Erick Bell (BHAWK)

Non-voting/Ex. Off. Members:

- John Armstrong- Absent
- Stuart McElderry
- Nan Ho
- Amir Law
- Andrea Migliaccio
- Amy Mattern - Absent
- Elizabeth David
- Jesus Bravo-Morales - Absent
- Jocelyn Santos
- Madeline Wiest

Guests:

- Jeff Weichert
- LaVaughn Hart

Approved Minutes

1. Call to Order 2:34pm Craig Kutil, Chair
2. Review and Approval of Amended Agenda Craig Kutil

MSC: Sato/Owens/Approved

- **Amendments: #3:** Minutes are from October 7th, # 5 First Readings: Computer Desktop OS Security Certificate of Achievement, Computer Network Technician Certificate of Achievement, Microsoft Systems Administrator Certificate of Achievement, and Network Security and Administration AS should be listed under "Program Modifications" not "Administrative Program Updates", #7 Discussion Item: Guided Pathways Subgroup for Evaluation of Pathways will be led by Joel Gagnon
3. Review and Approval of Minutes (October 7th, 2019)

MSC: Owens/Wing-Brooks/Approved – 1 Abstention

4. Public Comments (This time is reserved for members of the public to address the Curriculum Committee. Please limit comments to three minutes. In accordance with the Brown Act, the Curriculum Committee cannot act on these items.)
5. First Reading of Curriculum Proposals/ Presentations:

- **New Courses:**

- **TABLED- KIN FL4 (Flag Football 4- 1 Unit, 1 Unit Lab) O, 1X, AA/AS GE: Kinesiology, CSU T/ GE: E, UC T. Prerequisite: KIN FL1 with a minimum grade of C and KIN FL2 with a minimum grade of C and KIN FL3 with a minimum grade of C. TOP Code: 0835.00 – Physical Education. SAM Code: E. Discipline: Physical Education.** (Start Date: Fall 2020)

- **Course Modifications:**

- **Nonsubstantial Changes:**

- **BUSN 51 (General Accounting- 3 Units, 3 Units Lecture, No Unit Value Lab) O, 1X, DE, CSU T. TOP Code: 0502.00- Accounting*.** SAM Code: C. Discipline: Business or Accounting. (Start Date: Fall 2020)
 - *Presented by Craig Kutil-* New DE request. Small updates to method of evaluation and typical texts. This course will move forward for voting.
- **CIS 65 (Introduction to Desktop Operating Systems- 2 Units, 1 Unit Lecture, 1 Unit Lab) O, 1X, CSU T. Strongly Recommended: CIS 50 with a minimum grade of C. TOP Code: 0708.20- Computer Support*.** SAM Code: C. Discipline: Computer Service Technology. (Start Date: Fall 2020).
 - *Presented by Craig Kutil-* Course is no longer cross listed with CNT 50 (deactivated). LaVaughn Hart clarified that the SAM Code should be changed to "D". This course will move forward for voting.

- **CIS 66 (Networking Fundamentals- 3 Units, 3 Units Lecture, No Unit Value Lab) O, 1X, DE, CSU T, C-ID# ITIS 150.** Strongly Recommended: CIS 50 with a minimum grade of C. TOP Code: 0708.00- Computer Infrastructure and Support*. SAM Code: C. Discipline: Computer Service Technology or Computer Information Systems. (Start Date: Fall 2020).
- **CNT 52 (Networking Fundamentals - 3 Units, 3 Units Lecture, No Unit Value Lab) O, 1X, DE, CSU T, C-ID# ITIS 150.** Strongly Recommended: CIS 50 with a minimum grade of C. TOP Code: 0708.00- Computer Infrastructure and Support*. SAM Code: C. Discipline: Computer Service Technology or Computer Information Systems. (Start Date: Fall 2020).
 - *CNT 66 & CNT 52 Presented by Craig Kutil-* Small updates to methods of instruction, methods of evaluation and typical texts. These courses will move forward for voting.
- **ECE 63 (Early Childhood Curriculum- 4 Units, 3 Units Lecture, 1 Unit Lab) GR, 1X, CSU T, C-ID# ECE 130.** Prerequisite: ECE 50 with a minimum grade of C, ECE 56 with a minimum grade of C. TOP Code: 1305.00 – Child Development/Early Care and Education*. SAM Code: C. Discipline: Child Development/Early Childhood Education. (Start Date: Fall 2020)
 - *Presented by Craig Kutil-* Course was conditionally approved for C-ID. Requested that additional language be added around models. This course will move forward for voting.
- **Substantial Changes:**
 - **BUSN 20 (International Business- 3 Units, 3 Units Lecture) O, 1X, DE, AA/AS GE: Social and Behavioral Sciences, CSU T.** Strongly Recommended: BUSN 40 with a minimum grade of C and ENG 1A with a minimum grade of C. TOP Code: 0501.00- Business and Commerce, General*. SAM Code: C. Discipline: **Business.** (Start Date: Fall 2020)
 - *Presented by Erick Bell-* Discipline updated to remove “or management.” Course was updated to include ENG 1AEX as a strongly recommended. Updates to typical assignments, methods of evaluation and typical texts. This course will move forward for voting.
 - **CNT 51 (CompTIA’s A+ Certification Computer Technician- 4 Units, 3 Units Lecture, 1 Unit Lab) O, 1X, DE, CSU T, C-ID# IT IS 110.** Strongly Recommended: CIS 50 with a minimum grade of C. TOP Code: 0708.20 – Computer Support*. SAM Code: C. Discipline: Computer Service Technology. (Start Date: Fall 2020)
 - *Presented by LaVaughn Hart & Jeff Weichert-* Requisite updated as CNT 50 is being deactivated. Typical texts updated. This course will move forward for voting.
 - **ENG 4 (Critical Thinking and Writing about Literature- 3 Units, 3 Units Lecture) GR, 1X, DE, AA GE: Writing and Critical Thinking, CSU T/ GE: A3, C2, UC T, IGETC: 1B, 3B.** Prerequisite: ENG 1A with a minimum grade of C or **ENG 1AEX with a minimum grade of C.** TOP Code: 1501.00- English. SAM Code: E. Discipline: E. (Start Date: Fall 2021)
 - **ENG 7 (Critical Thinking and Writing Across Disciplines - 3 Units, 3 Units Lecture) GR, 1X, DE, AA GE: Writing and Critical Thinking, AS GE: Communications and Analytical Thinking, CSU T/ GE: A3, C2, UC T, IGETC: 1B, 3B, C-ID# ENGL 105.** Prerequisite: ENG 1A with a minimum grade of C or **ENG 1AEX with a minimum grade of C.** TOP Code: 1501.00- English. SAM Code: E. Discipline: E. (Start Date: Fall 2021)
 - *ENG 4 & 7 Presented by Mike Sato-* Requisites updated to add ENG 1AEX effective Fall 2021, as will trigger a CSU GE and IGETC re-review. In the meantime, Banner will be updated with override codes. AS GE: Communications and Analytical Thinking was required for ENG 7. Typical Texts were also updated. These courses will move forward for voting.

- **KIN JDR1 (Jujutsu - Danzan Ryu 1-** 1 Unit, 1 Unit Lab) O, 1X, AA/AS GE: Kinesiology, CSU T/ GE: E, UC T. TOP Code: 0835.00 – Physical Education. SAM Code: E. Discipline: Martial Arts/Self-Defense. (Start Date: Fall 2020)
- **KIN JDR2 (Jujutsu - Danzan Ryu 2-** 1 Unit, 1 Unit Lab) O, 1X, AA/AS GE: Kinesiology, CSU T/ GE: E, UC T. Strongly Recommended: KIN JDR1 with a minimum grade of C. TOP Code: 0835.00 – Physical Education. SAM Code: E. Discipline: Martial Arts/Self-Defense. (Start Date: Fall 2020)
- **KIN JDR3 (Jujutsu - Danzan Ryu 3-** 1 Unit, 1 Unit Lab) O, 1X, AA/AS GE: Kinesiology, CSU T/ GE: E, UC T. Strongly Recommended: KIN JDR2 with a minimum grade of C. TOP Code: 0835.00 – Physical Education. SAM Code: E. Discipline: Martial Arts/Self-Defense. (Start Date: Fall 2020)
- **KIN JDR4 (Jujutsu - Danzan Ryu 4-** 1 Unit, 1 Unit Lab) O, 1X, AA/AS GE: Kinesiology, CSU T/ GE: E, UC T. Strongly Recommended: KIN JDR3 with a minimum grade of C. TOP Code: 0835.00 – Physical Education. SAM Code: E. Discipline: Martial Arts/Self-Defense. (Start Date: Fall 2020)
 - *KIN JDR1-4 Presented by Craig Kutil-* Courses updated to one unit. Content updated to be less specific, as currently too limiting. Typical texts updated. This course will move forward for voting.
- Course Deactivations: Spring 2020- *Presented by Craig Kutil-* All of these deactivations were initiated by discipline faculty. These courses will move forward for voting.
 - **AJ 9988: Academy Orientation-** Course never offered.
 - **ARTS 10: Design and Materials-** Course on sunset list. Would need a new building to offer.
 - **CIS 9004: ORACLE: Database Administration-** Course never offered. Industry changed content, so that it can be offered in three courses.
 - **CNT 50: Introduction to Desktop Operating Systems-** Course is no longer being offered.
 - **CNT 54: Administering Windows Client-** Course is no longer being offered.
 - **CNT 72: Cisco Bootcamp Certification Prep-** Course is no longer being offered.
 - **CNT 8004: Cisco CCNA4 R&S Connecting Networks-** Course is no longer being offered.
 - **ENG 104W: Integrated Reading and Writing Workshop-** Course never offered.
 - **PCN 40: Life Skills: Financial Literacy-** Other departments offering now a similar course. Department voted to deactivate.
 - **THEA 41A: Passport to Theater – Non Musical-** Course is no longer being offered.
 - **THEA 41B: Advanced Passport to Theater – Musical-** Course is no longer being offered.
- Program Deactivations: Fall 2020- *Presented by Craig Kutil-* This program will move forward for deactivation.
 - **Law Enforcement Certificate of Achievement-** Two course program to capture students who completed the Law Enforcement Academy, however AJ 9988 was never offered.
- Program Modifications: *Presented by Craig Kutil-* These programs will move forward for voting.
 - **Computer Desktop OS Security Certificate of Achievement** (19 Units Total, Program Goal: CTE, TOP Code: 0708.10-Computer Networking*, Start Date: Fall 2020)- Remove CNT 50 & 54 (courses deactivated). Added CNT 52 or CIS 66, CNT 55. Added cross listed course CS 41, so students don't need to do a course substitution.
 - **Computer Network Technician Certificate of Achievement** (16 Units Total, Program Goal: CTE, TOP Code: 0708.10-Computer Networking*, Start Date: Fall 2020) - Added cross listed course CS 43, CNT 43, & CIS 66. Removed CNT 50, CNT 54 & CIS 65 as courses were deactivated. Add CNT 55 & 8001. Overall units changed from 17 to 16 units.
 - **Microsoft Systems Administrator Certificate of Achievement** (16 Units Total, Program Goal: CTE, TOP Code: 0708.10-Computer Networking*, Start Date: Fall 2020)- Removed CNT 50, CNT 54 & CIS 65 as courses were deactivated. Add CNT 15 & CIS 66. Overall units changed from 18 to 16 units.

- **Network Security and Administration AS** (37 Units in the Major, 60 Units Total, Program Goal: CTE, TOP Code: 0708.10-Computer Networking *, Start Date: Fall 2020)- Removed CS 41, CNT 50, CNT 54, CNT 8004 & CIS 65 as courses were deactivated. Added cross listed course CS 43 & CIS 43. CNT 56 & 57 moved from Required Core from List A.
- Administrative Program Updates: *Presented by Craig Kutil*- These programs will move forward for voting.
 - **Art History AA-T** (18 Units in the Major, 60 Units Total, Program Goal: Transfer, TOP Code: 1001.00-Fire Arts, General, Start Date: Fall 2020)- Removed ARTS 10, as the course was deactivated.
 - **Cisco Network Associate Certificate of Achievement** (19 Units Total, Program Goal: CTE, TOP Code: 0708.10-Computer Networking*, Start Date: Fall 2020)- Added cross listed courses CS 43, CIS 43 & CIS 66, so students will not need to complete a course substitution. Remove deactivated courses CNT 50 & CNT 8004. Units decreased from 23 to 19.
 - **Computer Information Technologist AS** (38 Units in the Major, 60 Units Total, Program Goal: CTE, TOP Code: 0702.00 – Computer Information Systems*, Start Date: Fall 2020)- Added cross listed courses CS 43 & CIS 43. Removed deactivated courses CIS 65 & CNT 50.
 - **CyberSecurity Certificate of Achievement** (28 Units Total, Program Goal: CTE, TOP Code: 0708.10-Computer Networking*, Start Date: Fall 2020)- Added cross listed courses CS 43, CIS 43 & CIS 66.
 - **Digital Forensics Examiner Certificate of Achievement** (22 Units Total, Program Goal: CTE, TOP Code: 0708.10-Computer Networking*, Start Date: Fall 2020) - Added cross listed course CS 41. CNT 7501 course units decreased from 4 → 3.
 - **English AA** (21-28 Units in the Major, 60 Units Total, Program Goal: Local-Transfer Preparation, TOP Code: 1501.00- English, Start Date: Fall 2020) - Removed MSCM 2 as the course was deactivated. THEA 14 course title updated.
 - **Geography AA-T** (19 Units in the Major, 60 Units Total, Program Goal: Transfer, TOP Code: 2206.00- Geography, Start Date: Fall 2020) – TMC updated to move GEOG 5 as an “or” from List A to the Required Core. MATH 40 added to List B based on an AAM.
 - **IT Support Professional Certificate of Achievement** (13 Units Total, Program Goal: CTE, TOP Code: 0708.20-Computer Support*, Start Date: Fall 2020)- Add cross listed course CIS 66.

6. Voting on Curriculum Proposals

- New Noncredit Courses:
 - **NMAT 200H (Drop-in Mathematics Tutoring for High School Students- 1-54 Tutoring Hours)** P/NP/SP. Noncredit Category: Elementary and Secondary Basic Skills. Basic Skills, One Level Below Transfer. TOP Code: 4930.09 – Supervised Tutoring. SAM Code: E. Discipline: Mathematics- Basic Skills: Noncredit. (Start Date: Fall 2020)
Motion to APPROVE New Noncredit Courses:
MSC: Owens/Amaya/Approved
- Course Modifications:
 - **MUS 1 (Introduction to Music- 3 Units, 3 Units Lecture) GR, 1X, DE, AA/AS GE: Humanities, CSU T/GE: C1, UC T, IGETC: 3A, C-ID#: MUS 100. TOP Code: 1004.00 – Music. SAM Code: E. Discipline: Music. (Start Date: Fall 2020)**
 - **MUS 34 (Music in Film- 3 Units, 3 Units Lecture) O, 1X, DE, AA/AS GE: Humanities, CSU T/GE: C1, C2, UC T, IGETC: 3A, 3B. TOP Code: 1004.00 – Music. SAM Code: E. Discipline: Music. (Start Date: Fall 2020)**
 - **OSH 62 (Physical Hazards- 3 Units, 3 Units Lecture) GR, 1X, DE, CSU T. TOP Code: 0956.70 – Industrial and Occupational Safety and Health*. SAM Code: C. Discipline: Industrial Safety. (Start Date: Fall 2020)**

- **THEA 39A (Musical Theater Workshop - Beginning-** 3 Units, 2 Units Lecture, 1 Unit Lab) GR, 1X, CSU T, UC T. TOP Code: 1007.00- Dramatic Arts. SAM Code: E. Discipline: Drama/Theater Arts. (Start Date: Fall 2020)
- **THEA 39B (Musical Theater Workshop - Intermediate-** 3 Units, 2 Units Lecture, 1 Unit Lab) GR, 1X, CSU T, UC T. Prerequisite: THEA 39A with a minimum grade of C. TOP Code: 1007.00- Dramatic Arts. SAM Code: E. Discipline: Drama/Theater Arts. (Start Date: Fall 2020)
- **THEA 39C (Musical Theater Workshop - Advanced-** 3 Units, 2 Units Lecture, 1 Unit Lab) GR, 1X, CSU T, UC T. Prerequisite: THEA 39B with a minimum grade of C. TOP Code: 1007.00- Dramatic Arts. SAM Code: E. Discipline: Drama/Theater Arts. (Start Date: Fall 2020)

Motion to APPROVE Modified Courses:

MSC: Bell/Wing-Brooks/Approved

• Requisites:

- **THEA 39B: Musical Theater Workshop - Intermediate-** Prerequisite: THEA 39A with a minimum grade of C.
- **THEA 39C: Musical Theater Workshop - Advanced-** Prerequisite: THEA 39B with a minimum grade of C.

Motion to APPROVE Requisites:

MSC: Amaya/Sato/Approved

• Distance Education:

- **MUS 1: Introduction to Music**
- **MUS 34: Music in Film**

Motion to APPROVE Distance Education:

MSC: Sato/Zingg/Approved

• Discipline- Fall 2020

- **NMAT 200H: Drop-in Mathematics Tutoring for High School Students-** Mathematics- Basic Skills: Noncredit

Motion to APPROVE Disciplines:

MSC: Zingg/Owens/Approved

• Course Deactivations: Spring 2020

- **FST FSC2 (Fire Service Conditioning & Physical Agility Development 2)**

Motion to APPROVE Course Deactivations:

MSC: Sato/Owens/Approved

• New Credit Programs:

- **Commercial Music: Piano Teaching Fundamentals Certificate of Achievement** (10 Units Total, Program Goal: CTE, TOP Code: 1005.00 – Commercial Music*, Start Date: Fall 2020)

Motion to APPROVE New Credit Programs:

MSC: Bell/Wing-Brooks/Approved

7. Discussion Items

- **Guided Pathways Subgroup for Evaluation of Pathways**

Joel Gagnon

Program mapping is currently underway under the Guided Pathways Committee. Faculty have volunteered to map certain programs. Hopefully draft program maps will be completed by the end of the year for every program. These programs will need to be vetted for compliance with curriculum before release. It was thought that it would be good to have an individual from the Curriculum Committee on the vetting committee to insure compliance. This would be a large time commitment. This may be the Articulation Officer, as that role that would always be on the Curriculum Committee and have the most institutional knowledge. It was discussed that we could look at the process at other colleges. Craig Kutil

stated that based on the Curriculum Institute, many colleges are vetting all of the program maps through the Curriculum Committee. This however would be an additional commitment for our members. This will required further discussion.

- **AA/AS General Education**

Craig Kutil

A comparison has been done between our CSU GE and our local AA/AS GE. It shows that there are courses that have been approved in a CSU GE category, but are not in our corresponding local AA/AS GE category. It was asked if the committee had any concerns about adding these courses to our local GE, as CSU GE has a higher status. There was no concerns. Craig Kutil will bring the AA/AS GE requests to the next Curriculum Committee meeting for first reading.

8. Reports

- **Vice President's Report**

Kristina Whalen

Kristina Whalen explained that there have been 26 SCFF funding project that have been submitted and are currently being deliberated at the district. Of those, 13 are related to curriculum, which could increase the workload for the committee. While previously apprenticeships have only been at Chabot, now apprenticeship opportunities are going to be given to both campuses based on which college is best to serve the needs of the community by the district. An ironworkers apprenticeship program will be coming to Las Positas, utilizing our welding facilities. There are several perks to having these programs on our campus, including equipment etc. Meetings are currently underway to finalize the details.

- **Chair's Report**

Craig Kutil

Craig Kutil stated that he has met with the apprenticeship group and will assist them with putting together the curriculum. The curriculum is largely pre-set. He met with Julia Dozier from the district regarding creating credit programs out of the existing OSHA training program. We are only one of two community colleges certifying OSHA. Tomorrow there will be a Curriculum Flex Day working session, which many people have responded that they will attend. There will more administrative program changes coming through the Curriculum Committee, as courses are deactivated and course units changed.

- **Articulation Officer's Report**

Craig Kutil

Las Positas College will host the Region 4 AO meeting in March. By mid-November articulation by major should be available in Assist. Currently, information is only available by department. There are still issues and missing information that they are trying to correct. They have hired a new company to start fresh, rather than trying to correct the current version of Assist.

9. Good of the Order: None

10. Adjournment at 4:00pm

11. Next Regular Meeting (November 4th, 2019)