Curriculum Committee Approved Minutes

March 21st, 2022| 2:30 PM |Hybrid - Zoom & Rm 1681B

o **Call to Order** at 2:35 pm   Erick Bell
(Guests: Deanna Horvath, Peter Kuo)

o **Review and Approval of Agenda**   Erick Bell
MSC: Amaya/Wing Brooks/Approved
Agenda Amendments:
Table THEA
Table MUS
Per Craig, BIO 7C: ENG 1AEX/ESL shouldn't be on there
   (include in Strongly Recommended)

o **Review and Approval of Minutes** (March 7th, 2022)   Erick Bell
MSC: Kutil/Dudzik/Approved

o **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.)

o **First Readings**   Faculty

Modified Credit Course Proposals
• **ECON 1 (Principles of Microeconomics):** 3 Units Lecture. Letter Grade or P/NP. Repeatability: 1X. Prerequisite: Elementary Algebra or a higher-level mathematics course. Strongly Recommended: Intermediate Algebra or a higher-level mathematics course. TOP Code: 2204.00 – Economics. SAM Code: Non-Occupational. Discipline: Economics. (Effective Date: Fall 2023)
• **ECON 2 (Principles of Macroeconomics):** 3 Units Lecture. Letter Grade or P/NP. Repeatability: 1X. Prerequisite: Elementary Algebra or a higher-level mathematics course. Strongly Recommended: Intermediate Algebra or a higher-level mathematics course. TOP Code: 2204.00 – Economics. SAM Code: Non-Occupational. Discipline: Economics. (Effective Date: Fall 2023)

Erick/Stuart speaking on Gina's behalf.
- Changing prereq & strongly recommended (per AB 705 conversation)
   ➤ Per Michelle / Counseling - Target class: Need to provide more clarity to counselors outside of this (implementation).
- Conversation about Equity-Based Curriculum
   ➤ Remove "To the extent possible…" → faculty diversifies curriculum by exposing students to a spectrum of multicultural and female expert economists.
   ➤ Evaluation: "And avoids stereotypes" → minimizes. And get rid of "and." (However, it's not really a method of evaluation. Looks like this is course content.)
   ➤ Craig suggests we ask someone from the Committee in the proposing faculty member's area to help her provide more clarity for ECON 1: Methods of Instruction, Methods of Evaluation. *Moving to 2nd Reading.*
   ➤ We should be having these conversations in Division Tech Review.
   ➤ Per Angela: We as a committee should offer some guidance / a tip sheet. We haven't really evaluated the Equity section yet. We should agendize this as a Discussion Item for an upcoming committee meeting.

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- **ENG 1A (Critical Reading and Composition):** 3 Units Lecture. Letter Grade. Repeatability: 1X. Prerequisite: Eligibility for college-level composition as determined by college assessment or other appropriate method. TOP Code: 1501.00 – English. SAM Code: Non-Occupational. Discipline: English. (Start   Date: Fall 2023)
- **ENG 1AEX (Critical Reading and Composition Expanded):** 3 Units Lecture, 1 Unit Lab. Letter Grade. Repeatability: 1X. TOP Code: 1501.00 English. SAM Code: Non-Occupational. Prerequisite: Eligibility for college-level composition as determined by college assessment or other appropriate method. Discipline: English. (Effective Date: Fall 2023)

Mike Sato speaking to these.
- Updating some of the texts; slightly revised language (not including prereq courses we don't offer anymore).

Modified Credit Program Proposals [*Tabled*]
- **Commercial Music: Piano Teaching Fundamentals B CA - Certificate of Achievement:** 10 units. Program Goal: CTE. Distance Education: 100%. TOP Code: 1005.00 - Commercial Music*. CIP Code: 50.0901 - Music, General. Department: Music. (Effective Date: Fall 2023)
- **Commercial Music: Teaching Beginning Piano A CA Certificate of Achievement:** 18-19 units. Program Goal: CTE. Distance Education: 1%-49%. TOP Code: 1005.00 - Commercial Music*. CIP Code: 50.0901 - Music, General. Department: Music. (Effective Date: Fall 2023)
- **Commercial Music: Teaching Intermediate Piano A CA Certificate of Achievement:** 20 units. Program Goal: CTE. Distance Education: 1%-49%. TOP Code: 1005.00 - Commercial Music*. CIP Code: 50.0901 - Music, General. Department: Music. (Effective Date: Fall 2023)
- **Theater Arts Associate in Arts for Transfer (AA-T):** 60 Units. Program Goal: Transfer. TOP Code: 1007.00 - Dramatic Arts. CIP Code: 50.0501 - Drama and Dramatics/Theatre Arts, General. (Effective Date: Fall 2023)

Administrative Course Revisions: Enrollment Limitations
- **FST 20 (CO 2A Human Resource Management for Company Officers)**
  Enrollment Limitation: *"Must be graduated from an ARTP fire fighter academy, or ALA fire fighter academy, or equivalent."* (Effective Date: Fall 2022)
- **FST 21 (CO 2B General Administrative Functions for Company Officers)**
  Enrollment Limitation: *"Must be graduated from an ARTP fire fighter academy, or ALA fire fighter academy, or equivalent."* (Effective Date: Fall 2022)
- **FST 22 (CO 2C Fire Inspections and Investigation for Company Officers)**
  Enrollment Limitation: *"Must be graduated from an ARTP fire fighter academy, or ALA fire fighter academy, or equivalent."* (Effective Date: Fall 2022)
- **FST 23 (CO 2D All - Risk Command Operations for Company Officers)**
  Enrollment Limitation: *"Must be graduated from an ARTP fire fighter academy, or ALA fire fighter academy, or equivalent."* (Effective Date: Fall 2022)
- **FST 24 (CO 2E Wildland Incident Operations for Company Officers)**
  Enrollment Limitation: *"Must be graduated from an ARTP fire fighter academy, or ALA fire fighter academy, or equivalent."* (Effective Date: Fall 2022)
- **FST 25 (Instructor 1)**
  Enrollment Limitation: *"Must be graduated from an ARTP fire fighter academy, or ALA fire fighter academy, or equivalent."* (Effective Date: Fall 2022)
- **FST 26 (Ethical Leadership for Fire and Emergency Services Instructors)**
  Enrollment Limitation: *"Must be graduated from an ARTP fire fighter academy, or ALA fire fighter academy, or equivalent."* (Effective Date: Fall 2022)
- **FST 30 (Basic Firefighter Skills and Update)**
  Enrollment Limitation: *"Must be graduated from an ARTP fire fighter academy, or ALA fire fighter academy, or equivalent."* (Effective Date: Fall 2022)
- **FST 31 (Intermediate Firefighter Skills and Update)**

Enrollment Limitation: *"Must be graduated from an ARTP fire fighter academy, or ALA fire fighter academy, or equivalent."* (Effective Date: Fall 2022)

- **FST 32 (Advanced Hazmat and Wildland Training for Firefighters)**
  Enrollment Limitation: *"Must be graduated from an ARTP fire fighter academy, or ALA fire fighter academy, or equivalent."* (Effective Date: Fall 2022)
  - *Erick Bell / Craig Kutil / Kristina Whalen presented.*
  - Prior: Had to be a current firefighter. Not consistent with the guidance. ISAs (Instructional Service Agreements): Can't require someone to be part of employment category. This mod allows us to be compliant with Title V.

Administrative Program Revisions: Name Changes & Deactivations

- **Retailing Certificate of Achievement:** 22-25 units. Program Goal: CTE. Distance Education: 50%-99%. TOP Code: 0506.50 - Retail Store Operations and Management*. CIP Code: 52.0212 - Retail Management. Department: Marketing. (Effective Date: Fall 2022)
- **Geology Major Certificate of Achievement:** 17 units. Program Goal: Local - Lifelong Learning. Distance Education: 50%-99%. TOP Code: 1914.00 - Geology. CIP Code: 40.0601 - Geology/Earth Science, General. Department: Geology. (Effective Date: Fall 2022)

Craig presenting.
- Retailing: They had a couple marketing classes that were deactivated.
- Geology Major: *Historical Geology with Lab* is now just Historical Geology.
- Per Erick: We should create/document a definition for Administrative Revisions – future Discussion Item.

- **Voting Items**   Voting Members

Modified Credit Course Proposals

- **BIO 7A (Human Anatomy)**: 3 Units Lecture, 2 Units Lab. Letter Grade. Repeatability: 1X. Prerequisite: BIO 30 - Introduction to College Biology with a minimum grade of C or BIO 1B - General Zoology with a minimum grade of C and BIO 1C - Cell and Molecular Biology with a minimum grade of C. Strongly Recommended: Eligibility for college-level composition (ENG 1A, ENG 1AEX, or ESL 1A) as determined by college assessment or other appropriate method. Eligibility for college-level mathematics (MATH 1, 2, 3, 5, 7, 10, 27, 30, 33, 34, 39, 40, 47) as determined by college assessment or other appropriate method. CSU T, UC T, AA/AS GE. TOP Code: 0410.00 - Anatomy and Physiology. SAM Code: Non-Occupational. Discipline: Biological Sciences. (Effective Date: Fall 2023)
- **BIO 7B (Human Physiology)**: 3 Units Lecture, 2 Units Lab. Letter Grade. Repeatability: 1X. Prerequisite: CHEM 30A - Introductory and Applied Chemistry I with a minimum grade of C or CHEM 31 - Intro to College Chemistry with a minimum grade of C or CHEM 1A - General College Chemistry I with a minimum grade of C BIO 7A - Human Anatomy with a minimum grade of C, BIO 30 - Introduction to College Biology with a minimum grade of C or BIO 1B - General Zoology with a minimum grade of C and BIO 1C - Cell and Molecular Biology with a minimum grade of C. Strongly Recommended: CHEM 30B - Introductory and Applied Chemistry II with a minimum grade of C, Eligibility for college-level composition (ENG 1A, ENG 1AEX, or ESL 1A) as determined by college assessment or other appropriate method. Eligibility for college-level mathematics (MATH 1, 2, 3, 5, 7, 10, 27, 30, 33, 34, 39, 40, 47) as determined by college assessment or other appropriate method. CSU T, UC T, AA/AS GE. TOP Code: 0410.00 - Anatomy and Physiology. SAM Code: Non-Occupational. Discipline: Biological Sciences. (Effective Date: Fall 2023)
- **BIO 7C (Microbiology)**: 3 Units Lecture, 2 Units Lab. Letter Grade. Repeatability: 1X. Prerequisite: BIO 30 - Introduction to College Biology with a minimum grade of C or BIO 1C - Cell and Molecular Biology with a minimum grade of C and BIO 1B - General Zoology with a minimum grade of C, CHEM 30A - Introductory and Applied Chemistry I with a minimum grade of C or CHEM 1A - General College Chemistry I with a minimum grade of C. Strongly Recommended: BIO 7A - Human Anatomy with a minimum grade of C, Eligibility for college-level composition (ENG 1A, ENG 1AEX, or ESL 1A) as determined by college assessment or other appropriate method. Eligibility for college-level mathematics (MATH 1, 2, 3, 5, 7, 10, 27, 30, 33, 34, 39, 40, 47) as determined by college assessment or other appropriate method. ENG 1AEX - Critical Reading and

Composition Expanded with a minimum grade of C or ESL 1A - Critical Reading and Composition for ESL with a minimum grade of C. CSU T, UC T, AA/AS GE. TOP Code: 0403.00 - Microbiology. SAM Code: Non-Occupational. Discipline: Biological Sciences. (Effective Date: Fall 2023)

- **GDDM 70 (Photoshop and Lightroom for Photographers):** 1.5 Units Lecture, 1.5 Units Lab. Letter Grade or P/NP. Repeatability: 1X. Strongly Recommended: PHTO 56 - Introduction to Digital Photography with a minimum grade of C. TOP Code: 1012.00 - Applied Photography. SAM Code: Clearly Occupational. Discipline: Graphic Arts or Photographic Technology/ Commercial Photography. (Effective Date: Spring 2023)
- **PHTO 70 (Photoshop and Lightroom for Photographers):** 1.5 Units Lecture, 1.5 Units Lab. Letter Grade or P/NP. Repeatability: 1X. Strongly Recommended: PHTO 56 - Introduction to Digital Photography with a minimum grade of C. TOP Code: 1012.00 - Applied Photography. SAM Code: Clearly Occupational. Discipline: Graphic Arts or Photographic Technology/ Commercial Photography. (Effective Date: Spring 2023)

  MSC: Kutil/Wing Brooks/Approved
  (*Note: Removing ENG 1AEX / ESL*)

Modified Credit Program Proposals
- **English AA-T:** 60 Units. Program Goal: Transfer. Distance Education: 50-99%. TOP Code: 1501.00 - English. CIP Code: 23.0101 - English Language and Literature, General. Department: English. (Effective Date: Fall 2023)
- **Sociology AA-T:** 60 Units. Program Goal: Transfer. Distance Education: 100%. TOP Code: 2208.00 - Sociology. CIP Code: 45.0101 - Social Sciences, General. Department: Sociology. (Effective Date: Fall 2023)

  MSC: Kutil/Amaya/Approved

DE Addendums
- **PHTO 70 (Photoshop and Lightroom for Photographers)** (Effective Date: Spring 2022)
- **GDDM 70 (Photoshop and Lightroom for Photographers)** (Effective Date: Spring 2022)

  MSC: Kutil/Wing Brooks/Approved

Advisory Requisites
- **BIO 7A (Human Anatomy)**: Prerequisite: BIO 30 - Introduction to College Biology with a minimum grade of C or BIO 1B - General Zoology with a minimum grade of C and BIO 1C - Cell and Molecular Biology with a minimum grade of C. Strongly Recommended: Eligibility for college-level composition (ENG 1A, ENG 1AEX, or ESL 1A) as determined by college assessment or other appropriate method. Eligibility for college-level mathematics (MATH 1, 2, 3, 5, 7, 10, 27, 30, 33, 34, 39, 40, 47) as determined by college assessment or other appropriate method.
- **BIO 7B (Human Physiology)**: Prerequisite: CHEM 30A - Introductory and Applied Chemistry I with a minimum grade of C or CHEM 31 - Intro to College Chemistry with a minimum grade of C or CHEM 1A - General College Chemistry I with a minimum grade of C BIO 7A - Human Anatomy with a minimum grade of C, BIO 30 - Introduction to College Biology with a minimum grade of C or BIO 1B - General Zoology with a minimum grade of C and BIO 1C - Cell and Molecular Biology with a minimum grade of C. Strongly Recommended: CHEM 30B - Introductory and Applied Chemistry II with a minimum grade of C, Eligibility for college-level composition (ENG 1A, ENG 1AEX, or ESL 1A) as determined by college assessment or other appropriate method. Eligibility for college-level mathematics (MATH 1, 2, 3, 5, 7, 10, 27, 30, 33, 34, 39, 40, 47) as determined by college assessment or other appropriate method.
- **BIO 7C (Microbiology)**: Prerequisite: BIO 30 - Introduction to College Biology with a minimum grade of C or BIO 1C - Cell and Molecular Biology with a minimum grade of C and BIO 1B - General Zoology with a minimum grade of C, CHEM 30A - Introductory and Applied Chemistry I with a minimum grade of C or CHEM 1A - General College Chemistry I with a minimum grade of C. Strongly Recommended: BIO 7A - Human Anatomy with a minimum grade of C, Eligibility for college-level composition (ENG 1A, ENG 1AEX, or ESL 1A) as determined by college assessment or other appropriate method. Eligibility for college-level mathematics (MATH 1, 2, 3, 5, 7, 10, 27, 30, 33, 34, 39, 40, 47) as determined by college assessment or other appropriate method. ENG 1AEX - Critical Reading and Composition Expanded with a minimum grade of C or ESL 1A - Critical Reading and Composition for ESL with a minimum grade of C.

- **GDDM 70 (Photoshop and Lightroom for Photographers):** Strongly Recommended: PHTO 56 - Introduction to Digital Photography with a minimum grade of C.
- **PHTO 70 (Photoshop and Lightroom for Photographers):** Strongly Recommended: PHTO 56 - Introduction to Digital Photography with a minimum grade of C.

   MSC: Kutil/Dudzik/Approved
   (*Removing ENG 1AEX / ESL, as above*)

AA/AS GE Criteria Modifications
- See attachment, *GE Advisory Task Force - LPC GE DRAFT Criteria*
   - Approval from the Committee that we can take this recommendation to the Academic Senate.

   MSC: Kutil/Wing Brooks/Approved

o **Discussion Items**

- Finalize the Committee Charge / Accreditation Standards   Erick Bell
   -In Canvas; he updated it based on last meeting's discussion
   - Clarifying that we're referencing new, modified, and non-credit *programs*
   - Change: Approval of courses for CPL; possibly Equity lens; GE Pattern: Delete "in consultation with Chabot"
      > Future Discussion Item: How much of the course outline, if shared w/ Chabot, needs to be the
         same – likely just title, #, and catalog description)
   -Membership Changes: Voting Members (reducing # of Deans who regularly attend: 1 Academic Div. Dean;
      Counseling Dean; and 1 Student Member [non-voting]; President decides which Dean's voting vs. non-voting).
      To keep the voting control geared toward faculty, we discussed having 1 voting Dean (Academic; Counseling).
         > Per Liz: Could we change the Student Member term to 1 year? Yes, Craig & Erick support this.
   -Note: Appointments to Committee at President's level. President will choose based on Committee assignments.
   -Alignment with Mission: We checked it this year (not checked last year).
   -Academic quality not checked last year; we checked it – Item #1.
   -Checked #2 – we play a role in the development of the Catalog (content).
   -Instructional items: Unchecked #2.
   -Leadership --> Decision-making: Selected 1-5

   We can vote on the Committee Charge adoption at the 4/18 meeting.

- Strongly Recommended language   Erick Bell, Angela Amaya
   -They presented a PPT slide-deck about their Strongly Recommended discussion.
      > 4 options: Recommended Prep, Recommended Course Prep, Recommended Skills Advised, Skills Advisories
      > Suggested by Erick & Angela: "Recommended Course Preparation" (incl. definition – suggested by committee
         members: remove "condition of enrollment") → "the preparation that a student is advised, but not required,
         to obtain before enrollment in a course."
      > Mike wonders about the language considering AB 705 implications.
      > Craig suggests removing "Course." Elizabeth & Michelle support.
      > Where will this definition live? In the Catalog starting '23-24 (Key to Course Information), on webpage
         - Need to put through as Admin Revisions via CurricUNET and via COCI
      > Are there areas in CLASS-Web where students can see the definition? Yes.
         - This needs to be updated there too.
      > Future Discussion Item: Look at Recommended ranking / Content Review (critical, etc.) – What's the purpose
   of these options? (*It'll be good to look at this for Curriculum Specialist report too, per Craig.*) Talk to Divisions 1st.

   Plan to vote on this change and definition at an upcoming CC meeting, then get it over to Academic Senate.

Reports

- **Vice President's Report** - N/A   Kristina Whalen

- **Chair's Report**   Erick Bell
  - He is looking forward to tomorrow afternoon; he will be meeting with Michelle so they can review the visual process of curriculum. They hope to share this diagram/guide at the next CC meeting.

- **Articulation Officer's Report**   Craig Kutil
  - He is assisting with a project on Transfer Agreements w/ HBCUs and the CCC State Chancellor's Office – hoping to get Guided Pathways approved by the end of this semester (There's an MOU with 38 institutions). There's a 2-day event in Atlanta in June on this, and Craig may be in attendance.
  - Ethnic Studies inclusion on GE Pattern has been moved back 1 year – now it's a Fall '24 deadline (could include it sooner, but it's not required).
  - Area 7 CSU IGETC standards are on track to be approved in the coming weeks.

Good of the Order
- No April 4th meeting (Spring Break)   Liz McWhorter
- Reminder: Courses need updating per our normal cycle   Bell, McWhorter
  (Erick & Liz will email the Deans and remind them of the timelines)
- Reminder: When creating, updating and/or reviewing curriculum, the Banner system only   Erick Bell
  allows a max of 30 characters (including spaces) for Course Titles.
- From Craig: Please remind faculty to double-check DE Addendums and make sure they're fully complete.

Adjournment at 4:26 pm   Erick Bell
MSC: Kutil/Dudzik/Approved

Next Regular Meeting: April 18th, 2022