



Curriculum Committee

October 12, 2015 | 2:30 p.m. | Room 804

Meeting Minutes

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

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

Curriculum Committee

Members Present (voting):

Angela Amaya (Library)
Moh Daoud (STEMPS)
Gabriela Discua (Counseling)
Candace Klaschus (ALSS)
Craig Kutil, Chair (STEMPS)
Marina Lira (Articulation)
Jill Oliveira (Counseling)
Jim Ott (ALSS)
Lisa Weaver (BSBA)

Members Present (non-voting):

Roanna Bennie
Lisa Everett
Andrea Migliaccio
Dyan Miller
Carolyn Scott

Members Absent:

Don Miller
Barbara Morrissey
Diana Rodriguez

Meeting Guests:

Teri Henson
Titian Lish
Brian Hagopian

1. Call to Order: Meeting called to order at 2:37 p.m.

2. Review and Approval of Agenda –Mr. Kutil offered the following corrections to the agenda: Only AUTO A1 and A2 are new courses; all the other AUTO courses on the agenda should be listed as modified courses.
MSC: Weaver/Ott (1 abstention)

3. Review and Approval of Minutes (September 28, 2015) – Ms. Lira stated that her comment regarding PSCN 30 was “**Two** sections were offered this semester.” VP Bennie requested that everything she said in her report after the words “accreditation meeting” should be removed.
MSC: Weaver/Ott (1 abstention)

4. Public Comment: None

5. First Reading of Curriculum Proposals/Presentations:

- **AUTO A1 (Automotive Engine Repair, 4 units, 2 units lecture 2 units lab)** – New Course Proposal: O, 1X, CSU T. Prerequisite: AUTO INTR may be taken concurrently (Start date: Fall 2016)

- **AUTO A2 (Automotive Automatic Transmission/Transaxle, 4 units, 2 units lecture 2 units lab)** – New Course Proposal: O, 1X, CSU T. Prerequisite: AUTO INTR may be taken concurrently (Start date: Fall 2016)

- **AUTO A3 (Automotive Manual Drive Train and Axles, 4 units, 2 units lecture 2 units lab)** – Modification: O, 1X, CSU T. Prerequisite: AUTO INTR may be taken concurrently (Start date: Fall 2016)

- **AUTO A4 (Automotive Suspension and Steering, 4 units, 2 units lecture 2 units lab)** – Modification: O, 1X, CSU T. Prerequisite: AUTO INTR may be taken concurrently (Start date: Fall 2016) (formerly AUTO 66)

- **AUTO A5 (Automotive Brakes, 4 units, 2 units lecture 2 units lab)** – Modification: O, 1X, CSU T. Prerequisite: AUTO INTR may be taken concurrently (Start date: Fall 2016) (formerly AUTO 65)

- **AUTO A6 (Automotive Electrical/Electronic Systems, 5 units, 3**

units lecture 2 units lab) – Modification: O, 1X, **CSU T**. Prerequisite: AUTO INTR may be taken concurrently (Start date: Fall 2016)

- **AUTO A8 (Automotive Engine, 4 units, 2 units lecture 2 units lab)**
Modification: O, 1X, **CSU T**. Prerequisite: AUTO INTR may be taken concurrently (Start date: Fall 2016)
- **AUTO L1 (Automotive Advanced Engine, 5 units, 3 units lecture 2 units lab)** – Modification: O, 1X, **CSU T**. Prerequisite: AUTO A8, AUTO A6 (Start date: Fall 2016)
- **AUTO L3 (Automotive Light Duty Hybrid/Electrical Vehicles, 4 units, 2 units lecture 2 units lab)** – Modification: O, 1X, **CSU T**. Prerequisite: AUTO INTR may be taken concurrently (Start date: Fall 2016) (formerly AUTO 64)

AUTO courses were presented by Brian Hagopian. The curriculum is being revised in order to satisfy NATF certification requirements. (The Advisory Board had been suggesting this certification and voted to acquire it). There is some change in content of these courses for this purpose.

Mr. Hagopian explained which courses would be converted from old courses; some are converted from more than one old course. Every course except AUTO L3 has a unit change. L3 will become part of the certificate.

There was some confusion as to whether some courses should be new or modified. Also there was a recommendation to drop **Automotive** from every title since it won't fit in the schedule; maybe shorten to Auto.

It was also mentioned that there are a lot of typos in the new courses in CNET.

Mr. Kutil stated that the AUTO courses will move forward with the recommended changes for vote at the next meeting.

- **BIO 1C (Cell and Molecular Biology, 5 units, 3 units lecture 2 units lab)** – Modified Course Proposal: G, 1X, UC T, LPC GE AA/AS, CSU T/GE, IGETC, **C-ID**. Prerequisites: BIO 1A, BIO 1B, MATH 55, CHEM 1A (Start date: Fall 2016)

BIO 1C was presented by Lisa Everett: This course came through for curriculum approval last year but then received conditional C-ID approval. So it's coming back per C-ID review and comments. CHEM 1A was previously allowed as a co-requisite but C-ID requires that it be a prerequisite.

Mr. Kutil stated BIO 1C will move forward for a vote at the next meeting.

- **KIN 61 (Intercollegiate Off Season Water Polo, 0.5-3 units, 0.5-3 units lab)** – New Course Proposal: G, 4X, **UC T, LPC GE AA/AS, CSU T/GE**. (Start date: Fall 2016)
- **KIN CYCL 1 (Cycling Conditioning 1, 1-2 units, 1-2 units lab)** – New

Course Proposal: O, 1X, **UC T, LPC GE AA/AS, CSU T/GE**. (Start date: Fall 2016)

- **KIN ZUM 1 (Zumba Fitness Workout 1, 1-2 units, 1-2 units lab) –**
New Course Proposal: G, 1X, **UC T, LPC GE AA/AS, CSU T/GE**. (Start date: Fall 2016)

KIN courses were presented by Dyan Miller.

KIN 61 is a new course that is repeatable since it's an intercollegiate class. She suggests increasing the variable units to 3 because of the new rule that lab courses taken by intercollegiate athletes can be 175 hours. She suggested leaving the (base unit) at 0.5 in order to offer the course for summer. Mr. Kutil will make the changes and stated that this course will go forward for voting.

KIN CYCL 1 is a new course and is like a spin class. It was suggested to add "1" to designator and title since there will be multiple levels offered in the future. Mr. Kutil will make the changes and stated that this course will go forward for voting.

KIN ZUM 1 is a new class. Research was done to confirm that the word "Zumba" can be used. Mr. Kutil stated that this course will go forward for voting.

- **MATH 47 (Mathematics for Liberal Arts, 3 units, 3 units lecture No Unit Value Lab) –** Modified Course Proposal: G, 1X, CSU T/GE, UC T, LPC GE AA/AS, IGETC, DE. Prerequisite: MATH 55 or MATH 55B or **MATH 50** (Start date: Fall 2016)

MATH 47 was presented by Teri Henson. She stated that two changes are being made: a third prerequisite (MATH 50) is being added and a change to the content where a sub-topic of the graph theory was removed.

Mr. Kutil stated that this course will go forward for voting.

- **MATH 51 (Algebra Bridge, 2 units, 2 units lecture) –** New Course Proposal: O, 1X. Prerequisite: **MATH 50** (Start date: Fall 2016)

MATH 51 was presented by Teri Henson. This new course was designed as a prerequisite class that is traditionally taken by for non-stem students. It was developed to be like a bridge. The idea is to get students focused on the pieces they are missing in MATH 50.

Mr. Kutil stated that this course will go forward for voting.

- **PSCN 8 (Theories and Concepts of Group Process, 3 units, 3 units lecture) –** Modified Course Proposal: O, 1X, CSU T, LPC GE AA/AS. (Start date: Fall 2016)

PSCN 8 was presented by Marina Lira. She stated the revision is Title 5 updates, language clarification, capitalizations in the measurable objectives, content edits and also updates to texts. A few more spelling edits will be made to the measurable objectives 1 and 2.

Mr. Kutil stated that this course will go forward for vote.

- **THEA 50 (Stagecraft, 3 units, 2 units lecture 1 unit lab)** – Modified Course Proposal: G, 1X, **CSU T/GE, UC T, C-ID**. (Start date: Fall 2016)
- **THEA 50L (Introduction to Stage Lighting, 3 units, 2 units lecture 1 unit lab)** – Modified Course Proposal: O, 1X, **CSU T, UC T, C-ID**. Strongly Recommended: THEA 50 (Start date: Fall 2016)

THEA courses were presented by Titian Lish

THEA 50: This course came through the curriculum process last year. It was suggested to her that she revise it again to add GE. (Ms. Lira stated that it was denied for GE last year when it came through as a new course). It's already C-ID approved.

THEA 50L: Revision are a unit change and a textbook added.

Mr. Kutil stated that THEA 50 and 50L will go forward for vote.

6. Second Reading of Curriculum Proposals/Presentations:

- **THEA 53 (Script Analysis, 3 units, 3 units lecture)** – New Course Proposal: O, 1X, **CSU T/GE, LPC GE AA, UC T, IGETC, C-ID**. Prerequisite: ENG 1A (Start date: Fall 2017)

Presented by Titian Lish. She stated that she received great suggestions from faculty members on how to put this course together. She will add some clarification and make some changes in CNET. There is still some work needed.

Mr. Kutil stated that this item will be pulled off the agenda and will come back as a first reading when it is ready.

7. Voting

a. Course Proposals

- **ENGR 10 (Introduction to Engineering, 2 units, 2 units lecture)** – Modified Course Proposal - Shared: G, 1X, **CSU T, UC T**. Strongly recommended: Eligibility for ENG 1A. (Start date: Fall 2016)
- **PSCN 30 (Student Success and the College Experience, 3 units, 3 units lecture)** – Modified Course Proposal: O, 1X, **CSU T/GE, UC T, DE**. (Start date: Fall 2016)
- **THEA 52 (Introduction to Design, 3 units, 2.5 units lecture 0.5 units lab)** – New Course Proposal: O, 1X, **CSU T/GE, UC T, IGETC, C-ID**. (Start date: Fall 2017)

MSC: Weaver/Klaschus to approve ENGR 10, PSCN 30, THEA 52 courses.
Courses approved with 1 abstention.

b. Transfer Pathways

- **THEA 52 – CSU T/GE, UC T, IGETC, C-ID**

MSC: Ott/Weaver;

Transfer pathways approved with 1 abstention

c. Prerequisites

- **ENGR 10 – Strongly recommended: Eligibility for ENG 1A**

MSC: Amaya/Weaver;

Prerequisite approved with 1 abstention

d. Distance Education

- **PSCN 30**

MSC: Ott/Klaschus

Distance education approved.

8. Discipline List – First Reading – Craig Kutil

Mr. Kutil discussed the status of the discipline list. He stated that he'd received some feedback from others so he added and removed some disciplines. He stated that at the moment we don't offer non-credits so he thought those should be removed. He states that the list hasn't been examined in detail yet. The next step is to assign every course a discipline. He would like the deans to start this process, then faculty members can review the list. He suggested that the list should not be approved until it has gone through this process.

There was a recommendation to leave some non-credit disciplines on the list, specifically ESL and MATH because of our alignment with adult schools is required (AB86) and because of the active discussions about what we do with Math Jam. It was also recommended that reading and writing stay on the list.

9. Program Proposal Process – Craig Kutil

Mr. Kutil stated that the District seems to have changed the program proposal process without consulting the Academic Senate or the colleges. He could not find it within the Board Policy. He stated that he will speak with the Academic Senate about this issue. Since there have been discussions on the process in the past, he will work with Lisa Weaver and Melissa Korber to see what information they have.

A comment was made that the program discontinuance process is very long and labor intensive almost to the point that it is not done; we need processes that are responsive especially when dealing with CTEs. Mr. Kutil stated that the State Academic Senate is trying to put together best practice for curriculum committees and are specifically looking to help CTEs quickly get through the process.

10. Vice President's Report

VP Bennie stated that we are now calming down after all the accreditation work. The team asked many questions in many areas and were very specific at times. She thanked Mr. Kutil for being a support to this committee.

11. Chair's Report

Ms. Kutil stated that he will be working with VP Bennie to complete an online survey from BASCCC. They want to know our process.

Mr. Kutil spoke about his meetings with the accreditation team. He thanked Marina Lira, Lisa Weaver, and LaVaughn Hart for their help.

12. Articulation Officer's Report – Marina Lira

Ms. Lira stated that effective fall 2016 the Area 4 on the IGETC pattern and Area D on the CSU pattern are going away. So there could be a change in CNET and you may no longer have to select these sub-areas. Mr. Kutil will make the changes in CNET.

13. Good of the Order

Mr. Daoud stated that software classes/workshops will be available through BACCC – Bay Area Com College Consortium. This mostly applies to the IT area.

14. Adjournment – 4:13 p.m.

15. Next Regular Meeting (October 26, 2015)