Curriculum Committee Draft Minutes

November 2nd, 2026 | 2:45- 4:45PM | Room #21211

LPC Mission Statement

Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting lifelong learning.

LPC Planning Priorities

❖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 the campus.

Curriculum Committee:

Chair:
Dana Nakase - present

Voting:
Catherine Alfaro (SS) - present
Ryan Eckles (SS) - present
Jeshua Enriquez (A&H) - present
Akihiko Hirose (BSSL) - present
Craig Kutil (Articulation) - present
John Ruys (BSSL) - present
Catherine Suarez (A&H) - present
Marsha Vernoga (PATH) - present

Curriculum Committee Support:
Alaina Osuka (AS, Classified) - present

Advisors:
Nan Ho (VP, AS) - present
Paula Checchi (Dean, STEM) - present
Michael Schwarz (Dean, SS) present
Ashley Hart (AS, Classified) - present
Andrea Migliaccio (AS, Classified) - present
Tania Torres (A&R, SS) - present

Guests:
Debbie Fields
Amanda Castelli

Draft Minutes

1. Call to Order at **2:45pm – Dana Nakase**
2. Review and Approval of Agenda

MSC: Kutil/Suarez/Approved

3. Review and Approval of Minutes
   3.1. October 19th, 2026

MSC: Kutil/Vernoga/Approved
1 Abstention: Alfaro

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 items not already on the agenda)
5. First Reading (see Attachments)
   5.1 New Courses
   - MIND 10 Mindfulness in Everyday Life
     - ➢ Tabled to next meeting
   - NCIS 288B Word Processing Advanced: MS Word, Google Docs, AI Tools

Presenter: Debbie Fields
Effective Term: Fall 2027

- ➢ Mirror of CIS 88B, vendor-neutral/inclusive, added AI tools, added 0.5 units
- ➢ Intention to create noncredit certificate and create further courses in the future that are CDCP approved and financial aid eligible for students
- ➢ CPL - CBE
   - NMIN 210 Mindfulness in Everyday Life
     - ➢ Tabled to next meeting
   - NMIN 215 Mindfulness, Meditation and Self Compassion for Older Adults
     - ➢ Tabled to next meeting
   - PCN 3XX Theories and Concepts of Counseling: An Introduction
   - PCN 6XX Introduction to Case Management for Human Services

Presenter: Amanda Castelli
Effective Term: Fall 2027

- Reactivation of courses because of new Wellness Coach, AA.
- LPC received a grant to develop Wellness Coach CA and AA because students can receive a Wellness Coach certification received through the state.
- A wellness coach is not a clinician; seen more as a behavioral technician within school districts, schools/classrooms, etc. Set-up to be precursor before entering the mental health industry.

  - PCN 50XX Social Work and Human Services Fieldwork

- Covers case management work including trauma informed care, crisis intervention. Added course to cover core competencies required because certification for a wellness coach requires 150 hours.
- Merged PCN 50 + 50L to be one course.

  - PSYC 24 Introductory Statistics for the Behavioral and Social Sciences

Presenter: John Ruys
Effective Term: Fall 2028

- CK: Request to add sentence stating a student can take STAT C1000 or PSYC 24, but not both. Also, needs added approval of prerequisites; effective Fall 2028. Will not be cross-listed, but will have same C-ID descriptor.

5.2 Course Modifications

- AJ 50 Introduction to Administration of Justice
  - COR; CPL – Industry-Recognized Training
- AJ 70 Community Relations
  - COR; CPL – Industry-Recognized-Training
- AJ 89 Family Violence
  - COR; DE- FO
- BIO 1R Organismal Biology
  - COR
- BUSN 87 Organizational Management and Leadership
  - COR; CPL – Portfolio
- CIS 59C Web Programming – Javascript
  - CPL – Portfolio, Industry-Recognized-Training
- CIS 71C Skills Improvement
  - COR
- CIS 74 Administrative Office Professional
  - Tabled; need to update textbooks
- CIS 79 Medical Office Procedures
  - COR
- CIS 81A Introduction to Cloud Computing
  - COR; DE – FO
- CIS 81B Database Essentials in the Cloud
  - COR
- CIS 88B Word Processing Advanced: MS Word, Google Docs, AI Tools
  - COR

- CMST 2 Oral Interpretation of Literature
  - COR
- CNT 51 CompTIA's A+ Certification Computer Technician
  - CPL – Industry-Recognized-Training
- CNT 55 Windows Server Installation, Storage, and Compute
  - CPL – MJST, Industry-Recognized-Training
- CNT 56 Networking with Windows Server
  - CPL – MJST, Industry-Recognized-Training
- CNT 69 Network Security; CompTIA Security + Certification
  - CPL –MJST, Industry-Recognized-Training
- CNT 7401 Red Hat Linux Administration I
  - CPL – Industry-Recognized-Training
- CNT 7402 Red Hat Linux Administration II
  - CPL – MJST, Industry-Recognized-Training
- CNT 7501 Ethical Hacking
  - CPL – MJST, Industry-Recognized-Training
- CNT 8002 Cisco CCNA2/3 Switching, Routing, and Wireless Essentials (SRWE)
  - CPL – MJST, Industry-Recognized-Training
- CNT 8003 Cisco CCNA3/3 Enterprise Networking, Security, and Automation v7.0 (ENSA)
  - CPL – MJST, Industry-Recognized-Training
- CS 4 Introduction to Artificial Intelligence
  - COR; Prerequisites; DE – FO, OFI, EFO
- CS 5 Introduction to Machine Learning
  - Tabled to next meeting
- FST 7 Fire Service Conditioning & Physical Agility Development
  - COR; New CPL – Industry-Recognized-Training
- FST 30 Basic Firefighter Skills and Update
  - COR; DE – EOFI
- FST 31 Intermediate Firefighter Skills and Update
  - COR; DE – EOFI
- FST 32 Advanced Hazmat and Wildland Training for Firefighters
  - COR
- HIST 28 History of the American West
  - COR
- HIST C1002 United States History since 1865
  - COR
- KIN 19 Care and Prevention of Athletic Injuries
  - COR; New CPL – MJST
- LIBR 1 Working with Sources
  - COR
- LIBR 4 College Research Techniques
  - COR

- LIBR 7 The Open Web and Search Engines
  - COR
- LIBR 29 Independent Study, Library Studies
  - COR
- MATH 3 Multivariable Calculus
  - COR; prerequisites
- MIND 15 Mindfulness, Meditation and Self Compassion
  - Textbook update; bring back to First Reading
- PHTO 50 Introduction to Photography
  - CPL – Portfolio
- PHTO 56 Introduction to Digital Photography
  - CPL – Portfolio, MJST
- PHTO 57 Intermediate Digital Photography
  - CPL – Portfolio, MJST
- PHTO 58 Introduction to Videography
  - CPL – Portfolio, MJST
- PHTO 64A Artificial Light Photography
  - CPL – Portfolio, MJST
- PHTO 66 Digital Imaging
  - CPL – Portfolio, MJST
- PHTO 68 Color Field Photography
  - CPL – Portfolio

5.3 New Programs

- Music Industry Studies, AA-T

Presenter: Craig Kutil
Effective Term: Fall 2027

- First one in music industry studies for LPC.
- About popular American music, did not want to focus on one genre.

- Wellness Coach, AS
- Wellness Coach, CA

Presenter: Amanda Castelli
Effective Term: Fall 2027

- Level 1 State Certification requires an Associate's Degree.
- A student can receive a certificate for Wellness Coach that still provide opportunities for students to receive education to become a certified Wellness Coach.

5.4 Program Modifications

- Administrative Assistant, AA
- Administrative Assistant, CA

- Computer Information Systems, AA
- Web Development, CA

6. Second Reading/Voting (see Attachments)

6.1 New Courses

Course Outline of Record – Effective Term: **Fall 2027**

- NTHE 248 Technical Theater in Production

MSC: Kutil/Vernoga/Approved

6.2 Course Modifications

Course Outline of Record – Effective Term: **Spring 2027**

- AJ 54 Investigative Report Writing
- AJ 60 Criminal Law
- AJ 61 Evidence
- AJ 63 Criminal Investigation
- AJ 64 Police Patrol Operations

Course Outline of Record – Effective Term: **Fall 2027**

- AJ 85 Introduction to Forensics
- BUSN 30 Business Ethics and Society
- BUSN 51 Accounting for Small Business
- HORT 53/VWT 35 Landscape and Vineyard Pest and Disease Management
- KIN 14 Responding to Emergencies: Comprehensive First AID/CPR/AED
- KIN 17 Introduction to Athletic Training and Sports Medicine
- KIN 18A Athletic Training Practicum 1
- NLIB 201 Getting Started with Research
- NLIB 202 Gathering Information
- NLIB 203 Evaluating Information
- NLIB 204 Using Information
- WLDT 55 Print Reading for Industry

Credit for Prior Learning – Effective Term: **Fall 2026**

- AJ 54 Investigative Report Writing (MJST, Industry-Recognized-Training)
- AJ 60 Criminal Law (Portfolio, Industry-Recognized-Training)
- AJ 61 Evidence (Industry-Recognized-Training)
- AJ 63 Criminal Investigation (MJST, Industry-Recognized-Training)
- AJ 64 Police Patrol Operations (Industry-Recognized-Training)
- AJ 66 Juvenile Procedures (Industry-Recognized-Training)
- AJ 68 Police Ethics and Leadership (Industry-Recognized-Training)
- ARHS 1 Introduction to Art History (Credit-by-Exam)
- ARHS 2 Art of the Ancient Americas (Credit-by-Exam)

- ARHS 3 Arts of Africa, Oceania, and Indigenous North Americas (Credit-by-Exam)
- ARHS 6 Museum & Gallery Studies (Portfolio)
- ARHS 7 Modern Art History (Credit-by-Exam)
- ARHS 8 Asian Art History (Credit-by-Exam)
- ARTH C1100 Survey of Art from Prehistory to the Medieval Era (Credit-by-Exam)
- ARTH C1200 Survey of Art from the Renaissance to Contemporary (Credit-by-Exam)
- BUSN 33 The Fundamentals of Personal and Family Financial Planning (Portfolio)
- BUSN 40 Introduction to Business (Portfolio)
- BUSN 45 Entrepreneurship (Portfolio)
- BUSN 48 Human Relations in Organizations (Portfolio)
- BUSN 56 Introduction to Management (Portfolio)
- BUSN 58 Small Business Management (Portfolio)
- BUSN 61 Quickbooks Accounting (Portfolio)
- BUSN 65 Federal Income Tax Accounting (Portfolio, Industry-Recognized-Training)
- BUSN 88 Human Resources Management (Portfolio)
- FST 1 Fire Protection Organization (Industry-Recognized-Training)
- HORT 55 Greenhouse, Nursery, and Garden Center Management (Industry-Recognized-Training)
- HORT 56 Arboriculture/Urban Forestry (Industry-Recognized-Training)
- HORT 57 Landscape and Turfgrass Management (Industry-Recognized-Training)
- HORT 59 Landscape Design (Industry-Recognized-Training)
- HORT 60 Landscape Irrigation Systems (Industry-Recognized-Training)
- JAMS 12/PHTO 72 Introduction to Photojournalism (MJST)
- JAMS 23 Digital Storytelling (MJST)
- KIN 5 Sports Management (Credit-by-Exam)
- KIN 6 Personal Trainer (Credit-by-Exam, Industry-Recognized-Training)
- KIN AF1 Aerobic Fitness 1 (MJST)
- KIN FJW1 Fitness Jog Walk 1 (MJST)
- KIN GBW1 Guts and Butts Workout 1 (MJST)
- KIN PF Personal Fitness (MJST)
- KIN SW1 Swimming 1 (MJST)
- KIN WT1 Weight Training 1 (MJST)
- KIN WTW1 Women's Weight Training 1 (MJST)
- KIN YO1 Yoga 1 (MJST, Industry-Recognized-Training)
- KIN ZUM1 Zumba Fitness Workout 1 (Industry-Recognized-Training)
- MKTG 50 Introduction to Marketing (Portfolio)
- MKTG 56 Marketing Strategies (Portfolio)
- MKTG 61 Professional Selling (Portfolio)
- NBUS 233 The Fundamentals of Personal and Family Financial Planning (Credit-by-Exam; noncredit mirror BUSN 33)
- NKIN PLOA Pilates for Older Adults (Credit-by-Exam; noncredit mirror KIN PL)
- NKIN SWFOA Swimming for Fitness for Older Adults (Credit-by-Exam; noncredit mirror KIN SWF)

- NKIN SWOA Swimming for Older Adults (Credit-by-Exam; noncredit mirror KIN SW)
- NKIN WTOA Weight Training for Older Adults (Credit-by-Exam; noncredit mirror KIN WT)
- NKIN YOOA Yoga for Older Adults (Credit-by-Exam; noncredit mirror KIN YO)
- NMUS 215 Jazz Band for Older Adults (Credit-by-Exam; noncredit mirror ~~MUS 17~~ MUS 15)
  - Bring back Second Reading/Voting
- NMUS 216 Orchestra for Older Adults (Credit-by-Exam; noncredit mirror MUS 16)
- NMUS 245 Chamber Choir for Older Adults (Credit-by-Exam; noncredit MUS 45)
- NMUS 246 Vocal Jazz Ensemble for Older Adults (Credit-by-Exam; noncredit MUS 46)
- SPAN 2A Intermediate Spanish I (MJST)
- SPAN 2B Intermediate Spanish II (MJST)
- WLDT 10 Machining for the Metal Trades (MJST)
- WLDT 61 Welding Ferrous Metals (MJST)
- WLDT 62 Welding Nonferrous Metals (MJST)
- WLDT 63 Welding Layout and Fitting (MJST)
- WLDT 66 Welding Inspection and Testing (MJST)
- WLDT 67A Elementary Welding Skills Laboratory (MJST)
- WLDT 67B Basic Welding Skills Laboratory (MJST)
- WLDT 67C Intermediate Welding Skills Laboratory (MJST)
- WLDT 67D Advanced Welding Skills Laboratory (MJST)
- WLDT 67L Welding Skills Laboratory (MJST)
- WLDT 70 Introduction to Welding (MJST)
- WLDT 72 Laser Welding and Cutting (MJST)
- WLDT 73 Welding Workplace Safety (MJST)
- WLDT 75 Measurements and Calculations (MJST)
- WLDT 79 Manufacturing Processes (MJST)

Credit for Prior Learning – Effective Term: **Fall 2027**

- AJ 85 Introduction to Forensics (MJST)
- BUSN 30 Business Ethics and Society (Portfolio)
- BUSN 51 Accounting for Small Business (Portfolio)
- HORT 53/VWT 35 Landscape and Vineyard Pest and Disease Management (Industry-Recognized-Training)
- KIN 14 Responding to Emergencies: Comprehensive First AID/CPR/AED (MJST)
- KIN 17 Introduction to Athletic Training and Sports Medicine (MJST)
- KIN 18A Athletic Training Practicum 1 (MJST)
- WLDT 55 Print Reading for Industry (MJST)

MSC: Kutil/Ruys/Approved

6.3 Program Modifications

Program Narrative Modifications – Effective Term: **Fall 2027**

- Computer Information Technologist, AS

- Computer Programming for the Web, CA
- Customer Service, NCL
- Cybersecurity and Network Administration, AS
- Cybersecurity Professional, CA
- Innovation, Entrepreneurship, and Small Business Management, NCL
- Kinesiology, AA-T

Program Map Modifications – Effective Term: **Fall 2027**

- Computer Programming for the Web, CA
- Cybersecurity Professional, CA

MSC: Kutil/Vernoga/Approved

7. Discussion Items (see Attachments)

7.1. TOP/CIP Code Changes – **Craig Kutil**

- Transition began in phases; first met with faculty who picked TOP/CIP codes.
- The change of TOP code creates new control number in COCI, which mostly matters for CTE programs.
- One of the issues that came up was inaccurate LMI data for certain CTE programs and these TOP/CIP codes were pre-selected.
- TOP/CIP codes for local programs are local decisions.
- Course TOP/CIP codes are trickier because they are more general versus program specific. CK helped to coordinate TOP/CIP picks for courses.

8. Reports

8.1. Vice President's Report

- TOP/CIP is a federal change – thank you to Craig for facilitating conversation with faculty. Additional thanks to curriculum specialists who are also helping to update the TOP/CIP code changes within our systems. TOP/CIP are important because they not only matter for curriculum, but also are tied to the fiscal side, such as faculty compensation and funding.
- Craig is also leading the CPL project and has coordinated with faculty, increasing opportunity for students to use previous learning as credit for courses moving forward.
- The midterm report was submitted to the ACCJC. Preparation is underway for the next institutional self-evaluation report, which is due within the next couple of years. This coming Friday, representatives from the accrediting agency will host a workshop for LPC. This workshop includes training on current and future accreditation standards, and expectations for the institutional self-study.

8.2. Chair's Report

- Next meeting will be last First Reading to have effective term Fall 2027.
- Reminder to division deans and coordinators to go through curriculum queues so that they can make it on to the first reading.

8.3. Articulation Officer's Report

- LPC has an articulation agreement with UC Merced to strengthen transfer opportunities and create clearer pathways for students.
  - Six additional degrees were accepted; most ADTs receive approval.
  - Arizona State University also offers transfer admission guarantee to LPC students who complete any ADT.
  - Basically, other institutions outside of the CSU systems have started accepting ADTs as a way to encourage CSUs to become more open to articulation agreements.
  - UC acceptance of ADTs may further support this effort and encourage further transfer opportunities.
- Recent changes to CPL include significant updates to funding and Education Code requirements.
  - Funding is tied to FTES. A CPL Coordinator and a Noncredit-to-Credit CPL Coordinator are required.
  - At least 75% of student transcripts must be uploaded into the MAP system.
  - The college must identify competencies and learning outcomes that align with specific courses, including those associated with military experience.
  - CPL should be approached as a major campus-wide initiative, requiring coordination across departments and programs.
  - Coordination is underway with the Veterans Programs Coordinator regarding the Military Joint Services Transcript (MJST).
  - The Administrative Procedure (AP) and Board Policy (BP) related to CPL are pending updates.
  - Title 5 Education Code requirements also require updates to the college catalog; some CPL information will be included in the catalog rather than the AP/BP.
  - The Chancellor expressed interest in developing a Memorandum of Understanding (MOU) to address faculty compensation for CPL-related work.
- Women and Gender Studies and Nutrition and Dietetics Transfer Model Curriculum (TMC) are currently being updated.

9. Good of the Order

10. Adjournment

MSC: Suarez/Alfaro/Approved

Next Regular Meeting**: November 16th, 2026**