



## 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, Chair (STEM)  
Craig Kutil (Articulation officer)  
Elizabeth Wing Brooks (A&H)- Absent  
Mike Sato (A&H)  
Jose Calderon (SS)  
Erick Bell (BHAWK)- Absent

### Non-voting/Ex. Off. Members:

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

### Guests:

Paul Sapsford      LaVaughn Hart  
Jeff Weichert  
Tom Orf  
Mike Ansell      Ashley Young  
Jin Tsubota  
Mary Lauffer

## Approved Minutes

1. Call to Order 2:36pm Elizabeth Owens
2. Review and Approval of Agenda Elizabeth Owens  
**MSC: Kutil/Zingg/Approved**
3. Review and Approval of Minutes (June 29<sup>th</sup>, 2020) Elizabeth Owens  
**MSC: Kutil/Amaya/Approved**
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/ Presentation:
  - DE Addendums:
    - DE Addendums:
      - **ASL 1A: American Sign Language I – FO**
      - **ASL 1B: American Sign Language II – FO**
      - **ASL 2A: American Sign Language III – FO**
        - *ASL Courses Presented by Craig Kutil-* Courses can be offered fully online in the future. There will not be any audio transcription. The course will utilize the chat feature, discussion board and video. The course has a lot of interaction. These will move forward for voting.
      - **BIO 60: Marine Biology – FO-E**
        - *BIO 60 Presented by Barbara Zingg-* General education course offered once a year. Course would only be run online in an emergency, as it has a lab component. This will move forward for voting.
      - **BUSN 52: Business Communications – FO, OFI, PO**
        - *BUSN 52 Presented by Mary Lauffer-* Course has been offered previously fully online and has been very successful. Course has been submitted to the OEI. This will move forward for voting.
      - **CHEM 1A: General College Chemistry I – FO-E, PO**
      - **CHEM 1B: General College Chemistry II – FO-E, PO**
      - **CHEM 12A: Organic Chemistry I – FO-E, PO**
      - **CHEM 12B: Organic Chemistry II – FO-E, PO**
      - **CHEM 30A: Intro to Applied Chemistry I – FO-E, PO**
      - **CHEM 30B: Intro to Applied Chemistry I – FO-E, PO**
      - **CHEM 31: Intro to College Chemistry – FO-E, PO**
        - *CHEM Courses Presented by Mike Ansell-* None of these courses have been offered online previously. Fully online will only be in an emergency, in a non-emergency situation there will be potentially online lectures with labs in person. Changed language from at

least one lecture “per chapter” to “per week.” This will move forward for voting.

- **CIS 72B: Basic Office Integration** – FO, PO
- **CIS 75: Office Technology/Communications** – FO
  - *CIS Courses Presented by LaVaughn Hart*- These courses have been offered as a flexible lab previously where students attend lab in person at a time coordinated with the instructor to work largely independently. Would like to have FO, PO & OFI selected for both courses. More discussion board work will be incorporated. These will move forward for voting.
- **CNT 55: MSCM I Windows Server Installation, Storage, Compute** – FO, OFI, PO
  - *CNT 55 Courses Presented by Jeff Weichert*- Course has been offered previously fully online. This will move forward for voting.
- **GEOG 1L: Introduction to Physical Geography Laboratory** – FO, PO
- **GEOG 2: Cultural Geography** – FO
- **GEOG 5: World Regional Geography** – FO
- **GEOG 8: Introduction to Atmospheric Science** – FO
- **GEOG 12: Geography of California** – FO
- **GEOG 15: Introduction to GIS** – FO, PO
  - *GEOG Courses Presented by Tom Orf*- GEOG 5 will move fully online going forward as is needed for the AD-T, but is continually cancelled. Hopefully this will bring enrollment up. These courses will be taught in the Fall synchronously. GEOG 1L is a lab that can be done online, as what the students need is in the lab manual. These will move forward for voting.
- **KIN BL1: Bowling 1** – PO-E
- **KIN BL2: Bowling 2** – PO-E
- **KIN BL3: Bowling 3** – PO-E
- **KIN BL4: Bowling 4** – PO-E
- **KIN GF1: Golf 1** – FO-E, PO
- **KIN GF2: Golf 2** – FO-E, PO
- **KIN GF3: Golf 3** – FO-E, PO
- **KIN GF4: Golf 4** – FO-E, PO
- **KIN PF: Personal Fitness** – FO-E, PO
- **KIN VB1: Volleyball 1** – FO-E
- **KIN VB2: Volleyball 2** – FO-E
- **KIN VB3: Volleyball 3** – FO-E
  - *KIN Courses Presented by Paul Sapsford*- Bowling may be cancelled, as the bowling alley will likely be closed when the semester starts. Lots of video will be used to explain and compare & contrast strategies. Students will video themselves completing skills and the professor will email to provide assessment. Also videos will be used to show techniques. These will move forward for voting.
- **MATH 52A: Technical Intermediate Algebra for Automotive Technology A** – FO, OFI
- **MATH 52B: Technical Intermediate Algebra for Automotive Technology B** – FO, OFI
- **MATH 53A: Technical Intermediate Algebra for Welding A** – FO, OFI
- **MATH 53B: Technical Intermediate Algebra for Welding B** – FO, OFI
- **MATH 72A: Technical Elementary Algebra A** – FO, OFI

- **MATH 72B: Technical Elementary Algebra B** – FO, OFI
- **MATH 72C: Technical Elementary Algebra C** – FO, OFI
- **MATH 72D: Technical Elementary Algebra D** – FO, OFI
  - *MATH Courses Presented by Ashley Young*- These are emporium style courses for the welding and automotive programs as a way to meet the math requirements with emphasis on the technical industry aspects. Courses will include group work collaboration and discussion boards. OFI was selected for potential in person testing. These will move forward for voting.
- **MATH 156: Geometry** – FO, OFI, PO
- **NMAT 256: Geometry** – FO, OFI, PO
  - *MATH 156 & NMAT 256 Courses Presented by Craig Kutil*- Course will be offered over the summer primarily to high school students. Will be part of the credit recovery program in the future, but is still being negotiated with local high schools. This will move forward for voting.
- **NTUT 200: Supervised Tutoring** – FO-E
  - *NTUT 200 Presented by Jin Tsubota*- Noncredit open entry, open exit course. Students will be receiving fully online tutoring. Students need support for the fall semester by interacting with a tutor. Remove emergency, as this would be a good practice moving forward in a non-emergency situation to have online tutoring available. This will move forward for voting.
- **TABLED- POLI 25: Introduction to Political Theory** – FO
- **TUTR 17A: Tutoring Theory and Practice 1** – FO-E
- **TUTR 17B: Tutoring Theory and Practice 2** – FO-E
- **TUTR 17C: Tutoring Theory and Practice 3** – FO-E
  - *TUTR Courses Presented by Jin Tsubota*- Tutor training courses are needed to provide high quality student tutor training. Teaching tutors to use the online platforms that they will be providing to students in the NTUT 200 course. These will move forward for voting.

#### 6. Voting on Curriculum Proposals

- DE Addendums:
  - **BIO 7C: Microbiology** – FO-E & PO
  - **CS 17: Discrete Mathematical Structures** – FO, OFI, PO
  - **ENG 12A: Craft of Writing Fiction** – FO, OFI, PO
  - **ENG 12B: Craft of Writing Fiction: Intermediate** – FO, OFI, PO
  - **ENG 12C: Craft of Writing Fiction: Advanced** – FO, OFI, PO
  - **KIN JDR1: Jujutsu – Danzan Ryu 1** – FO-E
  - **KIN JDR2: Jujutsu – Danzan Ryu 2** – FO-E
  - **KIN JDR3: Jujutsu – Danzan Ryu 3** – FO-E
  - **KIN JDR4: Jujutsu – Danzan Ryu 4** – FO-E
  - **MATH 3: Multivariable Calculus** – FO-E & PO
  - **MATH 5: Ordinary Differential Equations** – FO-E, OFI-E, PO-E
  - **MATH 7: Elementary Linear Algebra** – FO, OFI, PO
  - **MATH 10: Discrete Mathematical Structures** – FO, OFI, PO
  - **MATH 47: Mathematics for Liberal Arts** – FO, OFI, PO
  - **MATH 50: Intermediate Algebra for SLAM** – FO, PO
  - **MATH 55: Intermediate Algebra for BSTEM** – FO, OFI, PO

- **MATH 66C: Concurrent Support for Calculus I** – FO, OFI, PO
- **MATH 67C: Concurrent Support for Calculus II** – FO, OFI, PO
- **MATH 68C: Concurrent Support for Calculus III** – FO, OFI, PO
- **MUS 21A: Beginning Piano** – FO-E, PO
- **MUS 21B: Beginning Piano: Intermediate** – FO-E, PO
- **MUS 28: Keyboard Skills** – FO-E, PO
- **MUS 31: Study of Piano** – FO-E, PO
- **NMAT 200H: Drop-in Mathematics Tutoring for High School Students** – FO, OFI, PO
- **NMAT 250: Intermediate Algebra for SLAM** – FO, PO
- **NMAT 255: Intermediate Algebra for BSTEM** – FO, OFI, PO

Motion to APPROVE DE Addendums:

MSC: Kutil/Zingg/Approved

- Correction:

- **BUSN 61: QuickBooks Accounting-** Effective Date: Fall 2021

Motion to APPROVE Correction:

MSC: Kutil/Wing Brooks/Approved

## 7. Report

- **Vice President's Report**

**Kristina Whalen**

Kristina Whalen thanked the committee for all of their hard work. The DE addendum was submitted, however there may be some updates to account for the changing environment. On Friday, we will be submitting to the ACCJC 73 new programs that could be offered more than 50% online. This will allow for more flexibility for students to complete our programs. A cultural curriculum audit has been discussed for the Fall, to make sure our curriculum is relevant to our student body. There is a call to streamline the process for short term CTE certificates.

- **Chair's Report**

**Elizabeth Owens**

Elizabeth Owens stated that she attended the virtual Curriculum Institute. The new DE Addendum Tech Review Checklist was sent to the tech reviewers this morning. We will be making a small change probably to the DE Addendum Form, to remove the syllabus section as it conflicted with the faculty contract. This will not effect previously completed forms. On College Day there will be mandatory curriculum training for committee members.

- **Articulation Officer's Report**

**Craig Kutil**

Craig Kutil explained that the UC Transfer results had been received, all approved except ENG 12C. After talking to the FA regarding the syllabus section of the DE Addendum Form, it is setting up issues for potential grievances as it conflicts with the contract requirements. The College Day training for Curriculum Committee will be most likely an hour and a half. Any additional training could be done at a later point. There are continuing issues with the ASSIST system programming, which is showing inaccurate information. For CSU East Bay, counselors should be using TESS instead.

8. Good of the Order: Please encourage faculty to submit DE forms as soon as possible. Erick Bell challenged the committee to make the College Day training as effective and engaging as possible for the Curriculum Committee.

9. Adjournment at 4:13pm

10. Next Regular Meeting (August 17<sup>th</sup>, 2020)

