

**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
- Don Miller
- Barbara Morrissey
- Carolyn Scott

**Members Absent:**

- Diana Rodriguez
- Dyan Miller

**Meeting Guests:**

- TeriAnn Bengiveno | Cindy Rosefield
- Jeremiah Bodnar | Daniel Marschak
- Janet Brehe-Johnson | Teresa Henson
- Mark Grooms
- Paul Sapsford

1. Call to Order: Meeting called to order at 2:35 p.m.
2. Review and Approval of Agenda – MSC: Weaver/Daoud unanimous vote to approve the agenda with corrections below:  
Per Angela Amaya, PSCN 10 should be “Career and Educational Planning” instead of “Institutional Planning.” Per Marina Lira the prerequisite for MATH 3 should MATH 2 and the prerequisite for EMS 20 should be EMS 30.
3. Review and Approval of Minutes (October 12, 2015) – MSC: Weaver/Klaschus (2 abstentions) after confirming that Mr. Kutil was referring to Lisa Weaver in item 11.
4. Review and Approval of Minutes (October 26, 2015) – MSC: Weaver/Klaschus (Unanimous) to approve the minutes with a correction to item 5, VWT 10, should state “Presented” and 11b should state Ott, not Orf. Also in item 8 it should state NSC, not NSG.
5. Public Comment: None
6. First Reading of Curriculum Proposals/Presentations:
  - a. Courses
    - **BUSN 56 (Introduction to Management, 3 units, 3 units lecture) – Modified Course Proposal NSC: O, 1X, CSU T, DE. (Start date: Fall 2016)**  
  
Presented by Mark Grooms: Course descriptions were updated, a few measurable objectives were changed and text books were updated.
    - **BUSN XX (Entrepreneurship, 3 units, 3 units lecture) – New Course Proposal: O, 1X, CSU T, DE. (Start date: Fall 2016)**  
  
Presented by Mark Grooms: – We have an entrepreneurship degree but not a class so this fills that gap. The class covers information from coming up with business opportunity ideas, to research, to funding, to running the business. This course is used across the campus with other disciplines and is also a part of the entrepreneurship and general business certificates.  
  
Per Mr. Kutil, BUSN 56 and XX will move forward for voting.
    - **EMS 10 (Paramedic Theory 1, 6 units, 6 units lecture) – New Course Proposal: G, 1X, CSU T, C-ID. Prerequisite: EMS 20, BIO 50, EMS 62. Corequisite: EMS 12 (Start date: Fall 2016)**

- **EMS 11 (Paramedic Theory 2, 6 units, 6 units lecture)** – New Course Proposal: G, 1X, **CSU T, C-ID**. Prerequisite: **EMS 10, EMS 12**. Corequisite: **EMS 13** (Start date: Fall 2016)
- **EMS 12 (Paramedic Laboratory 1, 4 units, 4 units lab)** – New Course Proposal: P, 1X, **CSU T, C-ID**. Prerequisite: **EMS 20, BIO 50, EMS 62**. Corequisite: **EMS 10** (Start date: Fall 2016)
- **EMS 13 (Paramedic Laboratory 2, 4 units, 4 units lab)** – New Course Proposal: P, 1X, **CSU T, C-ID**. Prerequisite: **EMS 10, EMS 12**. Corequisite: **EMS 11** (Start date: Fall 2016)
- **EMS 14 (Paramedic Clinical Practicum, 6 units, 6 units lab)** – New Course Proposal: P, 1X, **CSU T, C-ID**. Prerequisite: **EMS 10, EMS 11, EMS 12, EMS 13**. (Start date: Fall 2016)
- **EMS 15 (Paramedic Field Internship, 10- 13 units, 10-13 units lab)** – New Course Proposal: P, 1X, **CSU T, C- ID**. Prerequisite: **EMS 10, EMS 11, EMS 12, EMS 13, EMS 14**. (Start date: Fall 2016)
- **EMS 20 (Emergency Medical Technician, 6.5 units, 5 units lecture 1.5 units lab)** – Modified Course Proposal NSC: G, 1X, **CSU T**. Prerequisite: **EMS 30** (Start date: Fall 2016)
- **EMS 30 (Emergency Medical Responder, 3 units, 2 units lecture 1 unit lab)** – Modified Course Proposal NSC: G, 1X, **CSU T**. (Start date: Fall 2016)

EMS courses were presented by Sebastian Wong: EMS 10, 11, 12, 13, 14, 15 are new courses, based on older courses updated for C-ID; EMS 15 is identical to EMS 58 which is now inactive; EMS 20 (once EMS 81) and 30 (once EMS 61) were renumbered and updated to comply with current standards and C-ID.

Per Mr. Kutil, EMS courses will move forward for voting.

- **ENG 7 (Critical Thinking and Writing, 3 units, 3 units lecture)** – Modified Course Proposal NSC: G, 1X, **CSU T/GE, IGETC, LPC GE AA/AS, UC T, DE**. Prerequisite: **ENG 1A** (Start date: Fall 2016)

Presented by Jim Ott: Modified proposal to refresh and update texts.

Mr. Kutil stated that there is a new request on this course to correct a mistake with the transfer pathways. So the AS is a new request.

Per Mr. Kutil this course will move forward for voting.

- **HIST 7 (History Through Reconstruct, 3 units, 3 units lecture)** – Modified Course Proposal NSC: G, 1X, **CSU T/GE, IGETC, LPC GE AA, UC T, DE**. (Start date: Fall 2016)

Presented by Teri Ann Bengiveno: This modification is to satisfy the CSU requirements. Textbooks were updated as well as the course content.

Per Mr. Kutil this course will move forward for voting.

- **KIN 41B (Intercollegiate Basketball – Women, 1.5 units, 1.5 units lab)** – Modified Course Proposal SC: G, 4X, CSU T/GE, LPC GE AA/AS, UC T. (Start date: Fall 2016)
- **KIN 60 (Intercollegiate Water Polo – Men’s, 3 units, 3 units lab)** – Modified Course Proposal SC: G, 4X, CSU T/GE, LPC GE AA/AS, UC T. Strongly Recommended: KIN SW3, KIN WP1 (Start date: Fall 2016)
- **KIN 61 (Water Polo Off Season Training, 0.5-2 units, 0.5-2 units lab)** – New Course Proposal: O, 4X, CSU T/GE, LPC GE AA/AS, UC T. Strongly Recommended: KIN SW2, KIN WP1 (Start date: Fall 2016)
- **KIN 65 (Intercollegiate Water Polo – Women’s, 3 units, 3 units lab)** – Modified Course Proposal SC: G, 4X, CSU T/GE, LPC GE AA/AS, UC T. Strongly Recommended: KIN SW3, KIN WP1 (Start date: Fall 2016)

KIN 41B, 60, 61 and 65 courses were presented by Jason Craighead:

41B Updating all the intercollegiate courses to 3 units so there is a unit value increase, also the content was changed, and textbooks updated. Basketball spreads over two semesters (therefore 41B and 41C are 1.5 units each).

KIN 60 – Unit value was increased from 2 to 3

KIN 61 – spring/summer – an off season course for athletes

KIN 65 – Unit value was increased from 2 to 3

- **KIN DRJ3 (Danzan Ryu Jujitsu 3, 1-2 units, 1-2 units lab)** – New Course Proposal: O, 1X, CSU T/GE, LPC GE AA/AS, UC T. Strongly Recommended: KIN DRJ1, KIN DRJ2. (Start date: Fall 2016)

Presented by Craig Kutil: This course is the third level of Danzan Ryu Jujitsu, offering more advanced things. It’s offered at the same time and same room as level 1 and 2.

- **KIN YO3 (Yoga 3, 1-2 units, 1-2 units lab)** – New Course Proposal: O, 1X, CSU T/GE, LPC GE AA/AS, UC T. Strongly Recommended: KIN YO1, KIN YO2. (Start date: Fall 2016)
- **KIN YO4 (Yoga 4, 0.5-2 units, 0.5-2 units lab)** – New Course Proposal: O, 1X, CSU T/GE, LPC GE AA/AS, UC T. Strongly Recommended: KIN YO1, KIN YO2. (Start date: Fall 2016)

KIN DRJ3, YO3, and YO4 courses were presented by Craig Kutil: These are the third and fourth levels of yoga courses. Unit values differ for some KIN courses because some are offered in the summer.

Per Mr. Kutil, all KIN courses will move forward for voting.

- **MATH 1 (Calculus I, 5 units, 5 units lecture)** – Modified Course Proposal NSC: G, 1X, CSU T/GE, LPC GE AA/AS, UC T, IGETC, C-ID. Prerequisite: MATH 20. (Start date: Fall 2016)

Presented by Craig Kutil: Updated texts, removed some content in order to move to MATH 2; removed TBA lab hour

- **MATH 2 (Calculus II, 5 units, 5 units lecture)** – Modified Course Proposal NSC: G, 1X, CSU T/GE, LPC GE AA/AS, UC T, IGETC, C-ID. Prerequisite: MATH 1 (Start date: Fall 2016)

Presented by Craig Kutil: Added sections removed from MATH 1, updated textbooks, removed the overlap that is in MATH 3; removed TBA lab hour.

- **MATH 3 (Multivariable Calculus, 5 units, 5 units lecture)** – Modified Course Proposal NSC: G, 1X, CSU T/GE, LPC GE AA/AS, UC T, IGETC, C-ID. Prerequisite: MATH 55, MATH 55B, **MATH 50**. (Start date: Fall 2016)

Presented by Craig Kutil: Textbooks were updated by Jason Morris.

- **MATH 33 (Finite Mathematics, 4 units, 4 units lecture No Unit Value lab)** – Modified Course Proposal NSC: G, 1X, CSU T/GE, LPC GE AA/AS, UC T, IGETC, **C-ID**. Prerequisite: MATH 55, MATH 55B, **MATH 50**. (Start date: Fall 2016)

Presented by Teresa Henson: This course was updated two years ago but was not CID approved so the revisions reflect this. A prerequisite of Math 50 was also added and textbooks were updated.

- **MATH 38 (XX39?) (Trigonometry, 4 units, 4 units lecture No Unit Value lab)** – Modified Course Proposal SC (or new course proposal): G, 1X, CSU T/GE, LPC GE AA/AS, **C-ID**. Prerequisite: MATH 55, MATH 55B. (Start date: Fall 2016)

Presented by Teresa Henson: A substantial change - with new CID descriptors geometry is being removed and the course is moving from 5 units to 4 units.

Ms. Lira stated that she will need to do some research. This course has a unit change so it might need to rearticulate. It might need a number change because of how it's articulated. We could make it a new course with a new number and it will run through clean that way. Perhaps change it to XX and resubmit it as new (maybe XX39).

Per Mr. Kutil, this course will move forward for voting with this information. It will be on the next agenda as a new course proposal under voting.

- **MATH 107 (Pre-Algebra, 4 units, 3 units lecture 1 unit lab)** – Modified Course  
Proposal NSC: O, 1X. (Start date: Fall 2016)
- **MATH 107A (Pre-Algebra, 2 units, 1.5 units lecture 0.5 unit lab)** – Modified Course  
Proposal NSC: O, 1X. (Start date: Fall 2016)

MATH 107 and 107A were presented by Kristy Woods: No changes except for an update to textbooks.

- **MATH XX1 (Math Jam for Pre-Algebra, Non-Credit)** – New Course Proposal: 1X, DE. (Start date: Fall 2016)
- **MATH XX2 (Math Jam for Elementary Algebra, Non-Credit)** – New Course Proposal: 1X, DE. Prerequisite: MATH 107 or MATH 107B (Start date: Fall 2016)
- **MATH XX3 (Math Jam for Intermediate Algebra, Non-Credit)** – New Course Proposal: 1X, DE. Prerequisite: MATH 65 or MATH 65B (Start date: Fall 2016)
- **MATH XX5 (Math Jam for Trigonometry/Pre-Calculus and Business Calculus, Non-Credit)** – New Course Proposal: 1X, DE. Prerequisite: MATH 55 or MATH 55B (Start date: Fall 2016)

MATH XX1-XX3, XX5 courses were presented by Kristy Woods: All courses are MATH Jam courses which are non-credit courses; a few have prerequisites; all of them are new levelled courses. Ms. Woods requested that the numbering sequence be in the 200s.

Per Mr. Kutil all MATH courses will move forward for voting.

- **MUS 4 (Jazz in American Culture, 3 units, 3 units lecture)** – Modified Course Proposal  
NSC: G, 1X, CSU T/GE, IGETC, LPC GE AA/AS, UC T. (Start date: Fall 2016)
- **MUS 8B (Harmony & Musicianship II, 4 units, 3 units lecture 1 unit lab)** – Modified Course Proposal  
NSC: O, 1X, CSU T/GE, IGETC, UC T, C-ID. Prerequisite: MUS 8A, Strongly Recommended MUS 21A (Start date: Fall 2016)
- **MUS 10A (Chromatic Harmony/Musicianship, 3 units, 3 units lecture)** – Modified Course Proposal  
NSC: O, 1X, CSU T/GE, IGETC, LPC GE AA/AS, UC T, C-ID. Prerequisite: MUS 8B (Start date: Fall 2016)

- **MUS 10B (Post Romantic/20<sup>th</sup> Cen Harmony, 4 units, 3 units lecture 1 unit lab)** – Modified Course Proposal NSC: O, 1X, CSU T/GE, IGETC, LPC GE AA/AS, UC T, C-ID. Prerequisite: MUS 10A (Start date: Fall 2016)
- **MUS 16 (Philharmonic Orchestra, 1 unit, 1 unit lab)** – Modified Course Proposal NSC: O, 4X, CSU T, UC T, C-ID. (Start date: Fall 2016)
- **MUS Q (Music in Film, 3 units, 3 units lecture)** – New Course Proposal: O, 1X, CSU T/GE, IGETC, LPC GE AA/AS, UC T. (Start date: Fall 2017)
- **MUS QQ (Music Industry Career Development, 3 units, 3 units lecture)** – New Course Proposal: O, 1X, CSU T, LPC GE AA/AS, UC T. (Start date: Fall 2016)
- **MUS U (Studies in Music Composition, 3 units, 3 units lecture)** – New Course Proposal: O, 4X, CSU T, LPC GE AA/AS, UC T. Strongly Recommended: MUS 8A (Start date: Fall 2016)
- **MUS X (History of Rock & Roll, 3 units, 3 units lecture)** – New Course Proposal: O, 1X, CSU T/GE, IGETC, LPC GE AA/AS, UC T, DE. (Start date: Fall 2017)
- **MUS YY (Jazz Combo 1, 1 unit, 1 unit lab)** – New Course Proposal: O, 1X, CSU T, UC T. (Start date: Fall 2016)
- **MUS YYY (Jazz Combo 2, 1 unit, 1 unit lab)** – New Course Proposal: O, 1X, CSU T, UC T. (Start date: Fall 2016)
- **MUS Z (Jazz/Pop Piano 1, 1 unit, 1 unit lab)** – New Course Proposal: O, 1X, CSU T, UC T. Strongly Recommended: MUS 21A (Start date: Fall 2016)
- **MUS ZZ (World Music, 3 units, 3 unit lecture)** – New Course Proposal: O, 1X, CSU T/GE, IGETC, LPC GE AA/AS, UC T. (Start date: Fall 2017)
- **MUS ZZZ (Jazz/Pop Piano 2, 1 unit, 1 unit lab)** – New Course Proposal: O, 1X, CSU T, UC T. Prerequisite: MUS Z (Start date: Fall 2016)

All MUS courses were presented by Dan Marschak and Cindy Rosefield:

MUS 4 – modification to update measurable objectives and textbooks

MUS 8B – modification to update measurable objectives and textbooks

MUS 10A – revision to update measurable objectives, course content for CID, textbooks

MUS 10B – revision to update measurable objectives, course content for CID, textbooks

MUS 16 – revision to update measurable objectives, course content for CID, textbooks

MUS Q – GE course to offer more variety to our students

MUS QQ – specific to a certificate we will offer in collaboration with the Business Dept.

MUS U – We have a music comp major but no class; this will fill that need. Chabot offers it.

MUS X – GE course similar to MUS 5 which is popular. Chabot offers it.

MUS YY – smaller performance ensemble

MUS YYY – Second level to MUS YY

MUS Z – Another option for students wishing to take jazz and pop

MUS ZZ – World Music requesting IGETC

MUS ZZZ – Second course to MUS Z

Per Mr. Kutil, all MUS courses will move forward for voting.

- **PHIL XX8 (Logic and Argumentation, 4 units, 4 units lecture)** – New Course Proposal: G, 1X, CSU T/GE, IGETC, LPC GE AA/AS, UC T. Prerequisite: **ENG 1A** (Start date: Fall 2017)

Presented by Jeremiah Bodnar: The goal is to add a composition element to our introduction to logic course and make it transfer IGETC.

Per Mr. Kutil, this course will move forward for voting.

- **PSCN 18 (University Transfer Planning, 0.5-1 units, 0.5-1 units lecture)** – Modified Shared Course Proposal NSC: O, 1X, CSU T/GE, UC T, DE. (Start date: Fall 2016)
- **PSCN 25 (Transition to College, 0.5 units, 0.5 units lecture)** – Modified Shared Course Proposal NSC: P, 1X, CSU T, DE. (Start date: Fall 2016)
- **PSCN 28 (Orientation for International Students, 1 unit, 1 unit lecture)** – Modified Shared Course Proposal NSC: O, 1X, CSU T. (Start date: Fall 2016)
- **PSCN 100 (BRIDGE TO COLLEGE AND CAREERS, 1 unit, 1 unit lab)** – Course Deactivation: O, 1X. (Start date: Fall 2016)

PSCN courses were presented by Gabriela Discua and Marina Lira: For PSCN 18, DE was added and books were updated; for PSCN 25 and 28, Title 5 updates were made, textbooks were updated, CSU; all three are shared with Chabot. PSCN 100 is a deactivation since it has not been taught in a long time.

Per Mr. Kutil, all PSCN courses will move forward for voting.

- **SOC 1 (Principles of Sociology, 3 units, 3 units lecture)** – Modified Course Proposal NSC: G, 1X, CSU T/GE, IGETC, LPC GE AA/AS, UC T, C-ID, DE. (Start date: Fall 2016)

Presented by Craig Kutil: – updated for title 5, textbooks, and for the degree in COMM studies.

Per Mr. Kutil, this course will move forward for voting.



- **SPCH 1 (Fundamentals of Public Speaking, 3 units, 3 units lecture)** - Modified Course Proposal NSC: O, 1X, CSU T/GE, IGETC, LPC GE AA/AS, UC T, C-ID. Strongly Recommended: ENG 1A (Start date: Fall 2016)
- **SPCH 2 (Oral Interpretation of Literature, 3 units, 3 units lecture)** - Modified Course Proposal NSC: O, 1X, CSU T/GE, **LPC GE AA/AS**, UC T, C-ID. (Start date: Fall 2016)
- **SPCH 3 (Group Communication, 3 units, 3 units lecture)** – Modified Course Proposal NSC: O, 1X, CSU T, **LPC GE AA/AS**, UC T, C-ID. (Start date: Fall 2016)
- **SPCH 5 (Readers Theater, 3 units, 3 units lecture)** – Modified Course Proposal NSC: O, 1X, CSU T/GE, LPC GE AA/AS, UC T. (Start date: Fall 2016)
- **SPCH 10 (Interpersonal Communication, 3 units, 3 units lecture)** – Modified Course Proposal NSC: O, 1X, CSU T/GE, LPC GE AA/AS, UC T, C-ID. Strongly Recommended: ENG 1A (Start date: Fall 2016)
- **SPCH 11 (Intercultural Communication, 3 units, 3 units lecture)** – Modified Course Proposal NSC: G, 1X, CSU T/GE, LPC GE AA/AS, UC T, C-ID. Strongly Recommended: ENG 1A (Start date: Fall 2016)
- **SPCH 43 (Professional Communications, 4 units, 4 units lecture)** – Course Deactivation: O, 1X. (Start date: Fall 2016)
- **SPCH 46 (Argumentation and Debate, 3 units, 3 units lecture)** – Modified Course Proposal NSC: O, 1X, CSU T/GE, IGETC, LPC GE AA/AS, UC-T, C-ID. Strongly Recommended: ENG 1A (Start date: Fall 2016)
- **SPCH 48 (Activities in Forensics, 1-4 units, 1-4 units lab)** – Modified Course Proposal NSC: O, 4X, CSU T, **LPC GE AA/AS**, C-ID. (Start date: Fall 2016)
- **SPCH XX (Introduction to Communication Studies, 3 units, 3 units lecture)** – New Course Proposal: O, 1X, **CSU T/GE, IGETC, LPC GE AA/AS, UC T, C-ID**. Strongly Recommend: Eligibility for ENG 1A (Start date: Fall 2017)

All SPCH courses were presented by Janet Brehe-Johnson: most everything was updated; name changes for SPCH 1 and 2 and asking LPC GE AA/AS for SPCH 2; SPCH 3 hasn't been taught in a long time so there are many updates – also seeking LPC GE AA/AS; SPCH 5 has a lot of modifications; SPCH 10 has regular updates; SPCH 11 is being added to the AA and has modifications; SPCH 43 is being deactivated; SPCH 46 has some updates as a lecture course; SPCH 48 is a lab class; would like SPCH XX to be SPCH 4 (Chabot has numbered it as 50).



- **VWT 20 (Introduction to Enology, 3 units, 3 units lecture)** – Modified Course  
Proposal NSC: G, 1X, CSU T, UC T. Strongly Recommended: CHEM 30A (Start date: Fall 2016)
- **VWT 31 (Fall Vineyard Operations, 3 units, 2 units lecture, 1 unit lab)** – Modified Course  
Proposal NSC: G, 1X, CSU T. Strongly Recommended: VWT 10 (Start date: Fall 2016)
- **VWT 32 (Spring Vineyard Operations, 3 units, 2 units lecture 1 unit lab)** – Modified Course  
Proposal NSC: O, 1X, CSU T. Strongly Recommended: VWT 10 (Start date: Fall 2016)
- **VWT 42 (Winery Operations II, 3 units, 2 units lecture 1 unit lab)** – Modified Course  
Proposal NSC: O, 1X, CSU T. Strongly Recommended: VWT 20 (Start date: Fall 2016)

All VWT courses were presented by David Everett. All modifications with updated descriptions, books. The courses were revised to reflect seasonal practices.

Per Mr. Kutil, we will hold off voting on the VWT courses until next time.

#### b. Programs

- **A.S. Emergency Medical Services – EMT-Paramedic (CTE)** – Program Update NSC.  
(Start date: Fall 2016)  
Presented by Lisa Everett: This program was previously approved (by consortium and State) back in 2010 but never offered to our students. Since the courses are being renumbered and updated, the program is being brought forward to reflect these changes. It is a non-substantial change to an existing degree (was never uploaded to CNET so it's listed as "new" there).  
  
Mr. Kutil stated the units for this program are above 60 because this is allowed for certain licensing.
- **Certificate of Achievement Emergency Medical Services EMT- Paramedic (Over 18 Units, CTE)** – Program Update NSC. (Start date: Fall 2016)  
  
Presented by Lisa Everett: This certificate is the same line-up of courses (as the program above) but without the GE.  
  
Per Mr. Kutil, the Word doc will need to be amended slightly but the EMS programs will move forward for voting at the next meeting.
- **A.S. of Automotive Electronics Technology (CTE)** – Program Update NSC. (Start date: Fall 2016)

Presented by Lisa Everett: It's a modification of the existing degree, and all courses were renumbered.

Mr. Kutil stated that he worked with Brian and Terry on this. He removed AUTO INTR to get total units to 60. He will make sure the course sequence is correct before bringing these back for a vote.

**b. Rubric Change Request SPCH to CMST**

Janet Brehe is requesting a designator change from SPCH to CMST; the numbers of the courses will not change. She will send forward an excel chart with the requested changes. SPCH 1 is attached to many programs so this might be an issue. The change will not be effective until Fall 2017.

Per Mr. Kutil this item will move forward for a vote at next meeting.

7. Voting

a. Proposals

- **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)** – New Course Proposal: 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)** – New Course Proposal: 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)** New Course Proposal: 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)** – New Course Proposal: 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)
- **KIN GF2 (Golf 2, 1 – 2 variable units)** – New Course Proposal: O, 1X, CSU T/GE, LPC GE AA/AS, UC T. (Start date: Fall 2016)
- **KIN GF3 (Golf 3, 1 – 2 variable units)** – New Course Proposal: O, 1X, CSU T/GE, LPC GE AA/AS, UC T. (Start date: Fall 2016)
- **KIN XX (Science of Soccer 1, 3 units, 3 units lecture)** – New Course Proposal: O, 1X, CSU T/GE, LPC GE AA, UC T, DE. (Start date: Spring 2017)
- **MATH 7 (Elementary Linear Algebra, 3.5 units, 3 units lecture 0.5 units lab)** – Modified Course Proposal NSC: G CSU T/GE, IGETC, LPC GE AA/AS, UC T, C-ID. Prerequisite: MATH 2 (Start date: Fall 2016)
- **MATH 20 (Pre-Calculus Mathematics, 5 units, 5 units lecture No Unit Value Lab)** – Modified Course Proposal NSC: G, 1X, CSU T/GE, IGETC, LPC GE AA/AS, UC T, C-ID. Prerequisite: MATH 38 (Start date: Fall 2016)
- **MATH 40 (Statistics and Probability, 4 units, 4 units lecture No Unit Value lab)** – Modified Course Proposal NSC: G, 1X, CSU T/GE, IGETC, LPC GE AA/AS, UC T, C-ID, DE. Prerequisite: MATH 50 or MATH 55 or MATH 55B (Start date: Fall 2016)
- **PSCN 5 (Introduction to Human Services, 3 units, 3 units lecture)** – Modified Course Proposal NSC: G, 1X, CSU T, DE. (Start date: Fall 2016)
- **PSCN 10 (Career and Educational Planning, 2 units, 2 units lecture)** – Modified Course Proposal NSC: O, 1X, CSU T/GE, DE. (Start date: Fall 2016)
- **VWT 10 (Introduction to Viticulture, 3 units, 3 units lecture)** – Modified Course Proposal NSC: O, 1X, CSU T, UC T. (Start date: Fall 2016)

MSC: Weaver/Ott (unanimous) to approve the course outlines listed.

## b. Transfer Pathways

- **AUTO A1 – CSU Transfer**
- **AUTO A2 – CSU Transfer**
- **AUTO A3 – CSU Transfer**
- **AUTO A6 – CSU Transfer**
- **AUTO A8 – CSU Transfer**
- **AUTO L1 – CSU Transfer**
- **KIN GF2 – UC Transfer, LPC GE AA/AS, CSU Transfer/GE**
- **KIN GF3 – UC Transfer, LPC GE AA/AS, CSU Transfer/GE**
- **KIN XX (Science of Soccer 1) – UC Transfer, LPC GE AA/AS, CSU Transfer/GE**
- **MATH 20 – C-ID**

MSC: Ott/Weaver (1 abstention) to approve the transfer pathways listed.

## c. Prerequisites

- **AUTO A1 – Prerequisite: INTR may be taken concurrently**
- **AUTO A2 – Prerequisite: INTR may be taken concurrently**
- **AUTO A3 – Prerequisite: INTR may be taken concurrently**
- **AUTO A4 – Prerequisite: INTR may be taken concurrently**
- **AUTO A5 – Prerequisite: INTR may be taken concurrently**
- **AUTO A6 – Prerequisite: INTR may be taken concurrently**
- **AUTO A8 – Prerequisite: INTR may be taken concurrently**
- **AUTO L1 – Prerequisite: INTR may be taken concurrently**
- **AUTO L3 – Prerequisite: INTR may be taken concurrently**
- **MATH 7 – Prerequisite: MATH 2**
- **MATH 20 – Prerequisite: MATH 38**
- **MATH 40 – Prerequisite: MATH 50 or MATH 55 or MATH 55B**

MSC: Weaver/Amaya (1 abstention) to approve the prerequisites listed.

## d. Distance Education

- **KIN XX**
- **PSCN 5**

MSC: Ott/Klashcus (unanimous) to approve distance education for courses listed.

## 8. Status of AJ and BUSN Program Update – Craig Kutil

Mr. Kutil stated that these programs were approved last spring by the curriculum committee and Board approved in summer.

Lisa Everett stated that the Administration of Justice local AA degree had been updated and approved by the committee but not sent to State; they found that some of the course outlines had not been updated so it makes no sense to send the program to the State. So the revised program will not go forward. The old degree as it exists in the current catalog still stands.

Lisa Weaver stated that the Retail Management certificate requires a spreadsheet that shows the order that courses are to be taken. She stated that this was a non-substantial change to the certificate according to the PCAH (Program and Course Approval Handbook). She also stated that she will have this done by Dec. 11.

VP Bennie stated that she had spoken to Mr. Kutil about these programs that were sent to the Board as if they were ready for State approval. She stated that the Board would anticipate these items going to the State next, so she suggests that if items are not going to be sent to the State, that the Board be notified since the Board report is an official document. The Board will be notified of these issues.

9. Vice President's Report – Roanna Bennie

None

10. Chair's Report

Mr. Kutil stated that he went to the Curriculum Regional meeting and learned that the State Chancellor's Office is moving to a new database starting July 1, and expecting to be done by September. There was a large amount of concern that it is not enough time for curriculum specialists at the college to be prepared. A lot of mistakes were made last time when the update happened. Some degrees were listed as certificates. This has not yet been corrected. VP Bennie has asked for help to no avail.

Mr. Kutil stated that CID has a new person in charge who appears to be highly knowledgeable. There is a 3 or 4 year backlog. Others seem to have the same issues we do with content and measurable objectives. The new person does not think that CID should alter the content and measurable objectives. Mr. Kutil will try to stay in touch with him.

Mr. Kutil also attended a course for new curriculum chairs. There is a concern that we have not had a specialist/analyst for 4 years. It is unrealistic for new chairs to know issues. He met with Dr. Russell many times regarding this issue. He does not have knowledge of these issues or access to the inventory and can't see it as the responsibility of a faculty member whose job it is to teach. He stated that the stuff is not easy to understand and would he not expect faculty members to understand the PCAH. As such, everyone has been doing the best they can. When information is not known it's not anyone's fault because no one is in place to know it.

11. Articulation Officer's Report – Marina Lira

Ms. Lira stated that approximately a year ago she briefly discussed the reciprocity agreement that went through Academic Senate. As ADTs have increased over the last year it has become the norm. Parents and students know about these degrees now. Students are taking courses to satisfy ADT requirements. If we have programs that did not utilize all the possible courses on the statewide TMC, in lieu of

sending out substitutions to all departments for every request, we thought it might be a simpler process to have counselors continue to do pass-alongs, the same as we do for any other degrees coming through. It is a transcript evaluations so that they can satisfy degree requirements.

12. Good of the Order

Lisa Everett requested that the committee keep pushing forward and hear presentations in December and vote in January.

13. Adjournment – 4:35 p.m.

14. Next Regular Meeting date changed to December 7, 2015