

### 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.

### Members:

#### Faculty/Voting

Angela Amaya (Library)  
 Kristy Woods (MSEPS)  
 Elizabeth Owens (MSEPS)  
 Craig Kutil, Chair (MSEPS)  
 Marina Lira (Articulation Officer)  
 Jill Oliveira (Counseling)  
 Michael Sato (A&H)  
 Elizabeth Wing Brooks (A&H)  
 Marsha Vernoga (BHAWK)  
 Paula Schoenecker (SS)  
 Colin Schatz (CATSS)  
 Erick Bell (BHAWK)  
 Lucas Hasten (CATSS)-Absent

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

John Armstrong-Absent  
 Stuart McElderry  
 Don Carlson- Absent  
 Nan Ho  
 Amir Law- Absent  
 Andrea Migliaccio  
 Stuart McElderry  
 David Johnson  
 Elizabeth David  
 Madeline Wiest

Guests: Peet Cocke, John Ruys, Michal Shuldman, Keith Level, Peter Kuo

### Approved Minutes

1. Call to Order at 2:33pm Craig Kutil, Chair
2. Review and Approval of Agenda Craig Kutil  
**MSC: Woods/Owens/Approved**
3. Review and Approval of Minutes (Feb. 5th, 2018) Craig Kutil  
**MSC: Owens/Woods/Approved- 1 Abstention**
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/ Presentations:
  - Courses:
    - **AJ 64 (Patrol Procedures- 3 Units, 3 Units Lecture)** Modified Course Proposal: NSC: GR, 1X, CSU T. Discipline: Administration of Justice. SAM Code: C. TOP Code: 2105.00- Administration of Justice\*. (Start Date: Spring 2019)
      - *Presented by Mark Tarte:* Course updates include the methods of instruction, methods of evaluation and typical texts. This course will move forward for voting.
    - **ENGR 37 (Applied Statics and Materials- 3 Units, 2 Units Lecture, 1 Unit Lab)** Modified Shared Course Proposal: SC: O, 1X, CSU T. Discipline: Engineering. **SAM Code: D.** TOP Code: 0924.00- Engineering Technology, General (requires Trigonometry)\*. Prerequisite: Math 39 with a minimum grade of C. (Start Date: Spring 2019)
      - *Presented by Keith Level:* Course updates include changing the MATH 38 (deactivated) prerequisite to MATH 39, SAM Code, measurable objectives and typical texts. This course will move forward for voting.
    - **GDDM 45A (Digital Painting I- 3 Units, 1.5 Units Lecture, 1.5 Units Lab)** Modified Course Proposal: NSC: O, 1X, CSU T. Discipline: Graphic Arts. SAM Code: C. TOP Code: 1030.00- Graphic Art and Design\*. Strongly Recommended: GDDM 53 with a minimum grade of C, ARTS 2A with a minimum grade of C. (Start Date: Spring 2019)
      - *Presented by Peter Kuo:* The ARTS 2A prerequisite is being changed to strongly recommended, as this is preventing students who have the necessary skills from equivalent courses elsewhere from enrolling. Other course updates include methods of evaluation and typical texts. This course will move forward for voting.
    - **PSYC 25 (Research Methods- 4 Units, 3 Units Lecture, 1 Unit Lab)** Modified Course Proposal: NSC: O, 1X, LPC GE AA/AS, CSU T. Discipline: Psychology. SAM Code: E. TOP Code: 2001.00- Psychology, General. Prerequisite: PSYC 1 with a minimum grade of

C and MATH 40 with a minimum grade of C (May be taken concurrently). (Start Date: Spring 2019)

- *Presented by John Ruys:* Removing deactivated MATH 44 prerequisite. Other course updates include advisory skills, measurable objectives, methods of instruction, and typical texts.

This course will move forward for voting.

- **THEA 48C (Technical Theater in Production-Advanced- 3 Units, 1 Unit Lecture, 2 Units Lab)**

Modified Course Proposal: SC: O, 1X, CSU T. **Discipline: Stagecraft. SAM Code: E. TOP Code:**

**1007.00- Dramatic Arts.** Prerequisite: THEA 48A with a minimum grade of C (May be taken concurrently), THEA 50L with a minimum grade of C or THEA 51 with a minimum grade of C or THEA 52 with a minimum grade of C. Strongly Recommended: MATH 107 with a minimum grade of C or MATH 107B with a minimum grade of C. (Start Date: Spring 2019)

- *Presented by Peet Cocke:* Course updates includes advisory requisites, typical texts, SAM Code, and TOP code. It was clarified that the discipline should be Drama/ Theater Arts or Stagecraft. This course will move forward for voting.

6. Second Reading of Curriculum Proposals/ Presentation:

- **THEA 48D (Technical Theater in Production-Management- 3 Units, 1 Unit Lecture, 2 Units Lab)**

Modified Course Proposal: SC: O, 1X, CSU T. **Discipline: Stagecraft. SAM Code: E. TOP Code:**

**1007.00- Dramatic Arts.** Prerequisite: THEA 48A with a minimum grade of C (May be taken concurrently). (Start Date: Spring 2019)

- *Presented by Peet Cocke:* Course updates includes advisory requisites, typical texts, SAM Code, and TOP code. It was clarified that the discipline should be Drama/ Theater Arts or Stagecraft. This course will move forward for voting.

- Program Modifications:

- **Environmental Studies AA (36-38 Units in a Major/ 60 Units Total, TOP Code: 0302.00- Environmental Studies, Program Goal: Local- Transfer Preparation)**

- *Presented by Michal Shuldman:* Marine Biology Course BIO 60 is being added to the List A course options. This program will move forward for voting.

- Program Title Corrections:

- **University Transfer- IGETC (Intersegmental General Education Transfer Curriculum) → Corrected Title: IGETC (Intersegmental General Education Curriculum)**

- **University Transfer- CSU General Education Breadth → Corrected Title: CSU General Education Breadth**

- *Presented by Craig Kutil:* These programs have been approved today by the Chancellor's Office in the COCI, but the Chancellor's Office does not allow the word "Transfer" to be in a program title. This will need to be corrected at the Board. This will move forward for voting next meeting.

- Course Deactivations (Effective Fall 2018):

- **PCN 6: Introduction to Case Management for Human Services**

- **PCN 8: Theories and Concepts of Group Process**

- *Presented by Marina Lira:* These courses are part of the Health and Human Services Certificate of Achievement that is being deactivated. Courses have been difficult to fill. These courses will move forward for voting.

- Program Deactivations (Effective Fall 2018):

- **Health and Human Services Certificate of Achievement**

- *Presented by Marina Lira:* The counseling department voted to deactivate this certificate after industry data from Vicki Shipman showed that this is not a viable program. This program will move forward for voting.

## 7. Discussion Items

- **ADT Senate Resolution**

Craig Kutil

The Academic Senate approved a resolution in May stating that the use of IGETC for UC is acceptable to meet the General Education requirement for ADTs. This resolution was not brought to the Curriculum Committee beforehand, even though it is within the committee's purview. Students who follow this pathway will not meet the minimum CSU admission requirements, as they will not have taken speech. On the TMC template it specifies that General Education for IGETC is 37 units, which is the required amount of units for CSU (UC only requires 34 Units). As the board and the state approve these TMC templates, it would seem that we couldn't grant ADT at a lower level of GE units. Updated language in the 2018-2019 catalog was reviewed specifying that ADT's must be completed with IGETC for CSU. There was discussion that since other colleges allow students to receive an ADT with IGETC for UC, this may be a local decision. Elizabeth David explained that there are colleges that allow students to receive a ADTs with IGETC for UC, however they require that the students sign a document stating that they understand that they will not meet the minimum CSU admission requirements. Craig Kutil will reach out to the ADT reviewer at the Chancellor's Office for clarification.

- **Committee Charge**

Craig Kutil

Craig Kutil stated that there were minimal changes to the curriculum charge. Since there will be a full time Articulation Officer in the future who will not necessarily a counselor, "may also serve as a division representative" will be removed. There was discussion why the divisions were specifically named under voting members section in the charge, as the division names will change in the future. Craig Kutil explained that language was added previously by the President's Office, but can be changed instead to "Academic divisions plus student services."

- **Board Policy**

Craig Kutil

Craig Kutil explained that we have been asked with Chabot to make a Board Policy stating our minimum number of units for courses. We have decided on .5 units. We have based our Hours and Units Board Policy on Napa Valley College's Board Policy and Administrative Procedure (how the board policy will be put into effect) on a Chancellor's Office Whitepaper. Both of these documents will need to be approved by both the Academic Senate at Las Positas and Chabot, before it can be brought to the board for approval. Several courses, most of them in Administration of Justice, will need to be updated to have their units meet this policy.

- **GE Pattern**

Craig Kutil

Chabot College is proposing to change the "American Cultures" requirement in our local GE pattern. Currently, we base our American Cultures requirement on the American Cultures requirement at UC Berkeley, however Chabot would like to base our requirement on the CSU East Bay's Cultural Groups/Women requirement. This would open up the requirement to include courses that not only explore different ethnicities, but also gender/ women's studies. With this change we will need to make students aware that not all of the courses in our American Cultures GE category will satisfy the UC Berkeley requirement. We will let Chabot take the lead on this discussion.

- **Similar Local Degrees**

Craig Kutil

The state has changed its funding model to be increasingly based on degree completions and transfer rates. While we do not yet know how this will function, there is concern that programs may begin to create more programs in order to increase completers and by extension funding. A currently example, not funding related, is that Automotive Technology would like to create 5 degrees that only have one course different for different automotive specialties. This was recommended by the Automotive Technology advisory board. Thus, students would likely get multiple degrees. An alternative would be one degree with multiple emphasis, which would be housed under one program title. The Curriculum

Committee did not have an objections, the only discussion was that this may create confusion for students.

8. Reports

• **Vice President's Report**

David Johnson

David Johnson introduced himself to the committee as the new Interim Vice President of Academic Services. He stated that he is getting up to speed on the PCAH and the Curriculum Handbook.

• **Chair's Report**

Craig Kutil

Craig Kutil stated that there will be ADTs, Degrees, and Certificates coming to the committee for review this semester. He stated that he would like to start working with anyone interested in taking over as Curriculum Chair at the end of his term, to get them acquainted with the curriculum process.

• **Articulation Officer's Report**

Marina Lira

Marina Lira stated that CSU GE and IGETC notifications should be received by first week of April and will be sent out to faculty.

9. Good of the Order

10. Adjournment at 3:43pm

11. Next Regular Meeting (March 19<sup>th</sup>, 2018)