

**LAS POSITAS COLLEGE**  
**Curriculum Committee**  
**October 27, 2014**  
*Draft Minutes*

**Faculty/Voting Members Present:**

Angela Amaya (Library)  
LaVaughn Hart (Chair, Faculty, Non-voting)  
Candace Klaschus (ALSS)  
Craig Kutil (STEMPS)  
Marina Lira (Articulation Officer)  
Jill Oliveira (Counseling)  
Jim Ott (ALSS)  
Lisa Weaver (BSBA)

**Faculty/Voting Members Absent:**

Elizabeth Hopkins-Kurz (BSBA)

ASLPC 2014 – 15 Representative:  
Priyanka Jariwala

**Non-Voting/Ex. Off. Members Present:**

Renee Kilmer  
Andrea Migliaccio  
Dyan Miller  
Carolyn Scott

**Non-Voting/Ex. Off. Members Absent:**

John Armstrong  
Lisa Everett  
Don Miller  
Barbara Morrissey  
Diana Rodriguez

**Guests:**

Jason Craighead  
Catherine Eagan

1. **CALL TO ORDER:** Ms. Hart called the meeting to order at 2:33 p.m.
2. **Approval of Agenda**  
MSC: Ott/Klaschus to approve the agenda with the removal of the item “Approval of Charge and Membership.” This was handled in the meeting of October 13, 2014.
3. **Review/Approval of Minutes of October 13, 2014:** MSC: Weaver/Amaya (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.)  
  
None
5. **Curriculum Proposals/Presentations – All proposals are on CurricUNET**  
Courses
  - **ANTR 12 (Magic/Religion/Witchcraft/Healing, 3 units, 3 unit lecture)** – Course Modification: G, 1X, DE, CSU, CSU GE Area D, IGETC Area 4, LPC GE (AA/AS). Strongly recommended: Eligibility for ENG 1A. (Start date: Fall 2015)  
  
Ms. Hart stated that this course is a modification requesting approval for DE, updated textbooks and measurable objectives.
  - **BUSN 1A (Financial Accounting, 4 units, 4 unit lecture)** – Course Modification: G, 1X, DE, CSU, UC. No Unit Lab Addendum. (Start date: Fall 2015)

- **BUSN 1B (Managerial Accounting, 4 units, 4 unit lecture)** – Course Modification: G, 1X, DE, CSU, UC. No Unit Lab Addendum. Prerequisite: BUSN 1A with a minimum grade of C. (Start date: Fall 2015)

BUSN courses were presented by Lisa Weaver: Updates are required for C-ID approval; texts are updated; content and measurable objectives are extensive and essentially verbatim from the C-ID course. The names of the courses have also been changed to reflect the C-ID courses. Ms. Hart stated that these courses were approved conditionally (for C-ID) pending these changes. Ms. Lira stated that the C-ID conditional status expires on November 6 and 12 and our next curriculum meeting to vote on them will not be until the end of November. If the courses expire they will be kicked out of the system and we would have to resubmit them as a new status; whereas if they are resubmitted during their conditional status, they will be reviewed at that time. So it was suggested that the committee could call a “special meeting” in November (perhaps the 3<sup>rd</sup>) to approve these two courses before the conditional C-ID approval expires. Otherwise it might take a lot longer for the courses to be approved at the State.

- **ENG 4 (Critical Thinking and Writing about Literature, 3 units, 3 unit lecture)** – Course Modification: G, 1X, DE, CSU, IGETC Area 1, CSU GE Area A, LPC GE AA, UC. Prerequisite: ENG 1A with a minimum grade of C. (Start date: Fall 2015)

ENG 4 was presented by Catherin Eagan: course was co-revised by Richard Dry; this is a literature and a critical thinking course; texts were updated, language made clearer and easier to understand for those teaching the course; confirmed that GE information was correct.

- **HORT 53 (Integrated Pest Management, 3 units, 2.5 unit lecture. 0.5 unit lab)** – Course Modification: O, 1X, CSU. (Start date: Fall 2016)

HORT 53 was presented by Lisa Weaver: This course had not been updated in years. Texts were updated. The content was narrowed down since the subject area changes so rapidly, making it more flexible for the future; hours were changed to reflect lecture and lab. Course qualifies for a State certificate.

Ms. Hart stated that she would follow up on the effective date of Fall 2016 to be sure that it is correct.

- **KIN XT1 (X-Training, 1 – 2 variable units)** – New Course: O, 1X, CSU, CSU GE Area E, LPC GE AA/AS, UC. (Start date: Fall 2015)
- **KIN FL3 (Flag Football 3, 1 – 2 variable units)** – Course Modification: O, 1X, CSU, CSU GE Area E, LPC GE AA/AS, UC. Strongly recommended: KIN FL1 with a minimum grade of C; KIN FL2 with a minimum grade of C. (Start date: Fall 2015)
- **KIN FW2 (Fitness Walking 2, 1 – 2 variable units)** – Course Modification: O, 1X, CSU, CSU GE Area E, LPC GE AA/AS, UC. Prerequisite: KIN JW with a minimum grade of C. (Start date: Fall 2015)
- **KIN FW3 (Fitness Walking 3, 1 – 2 variable units)** – Course Modification: O, 1X, CSU, CSU GE Area E, LPC GE AA/AS, UC. Strongly recommended: KIN JW with a minimum grade of C and KIN FW2 with a minimum grade of C. (Start date: Fall 2015)

- **KIN ID (Introduction to Dance, 1 – 2 variable units)** – Course Modification: O, 1X, CSU, CSU GE Area E, LPC GE AA/AS, UC. (Start date: Fall 2015)
- **KIN UF3 (Ultimate Frisbee 3, 1 – 2 variable units)** – Course Modification: O, 1X, CSU, CSU GE Area E, LPC GE AA/AS, UC. Strongly recommended: KIN UF2 with a minimum grade of C. (Start date: Fall 2015)

KIN JD was listed as a modification in error. It is being deactivated. Ms. Hart stated that these KIN courses are being modified to change unit values from ½-2 to 1-2 to meet UC requirements (UC does not recognize anything less than 1 unit). Ms. Hart asked the committee to thoroughly review the new course KIN XT1. She will follow up to see if there will be a request for CSU Area E for this course.

- **MATH 20 (Pre-Calculus Mathematics, 5 units, 5 unit lecture)** – Course Modification: G, 1X, CSU, IGETC Area 2, CSU GE Area B, LPC GE AA/AS, UC. No Unit Lab Addendum. Prerequisite: MATH 38 with a minimum grade of C or an appropriate skill level demonstrated through the mathematics assessment process. (Start date: Fall 2015)
- **MATH 40 (Statistics and Probability, 4 units, 4 unit lecture)** – Course Modification: G, 1X, DE, CSU, IGETC Area 2, CSU GE Area B, LPC GE AA/AS, UC. No Unit Lab Addendum. Prerequisite: MATH 55 with a minimum grade of C; MATH 55B with a minimum grade of C. (Start date: Fall 2015)
- **MATH 65 (Elementary Algebra, 5 units, 5 unit lecture)** – Course Modification: O, 1X, DE, LPC GE AA/AS. No Unit Lab Addendum. Prerequisite: MATH 107 with a minimum grade of C; MATH 107B with a minimum grade of C. (Start date: Fall 2015)

MATH courses were presented by Craig Kutil: For MATH 40, there were C-ID issues that have been revised and 55Y was removed as a pre-requisite. For MATH 20 the textbooks were updated and MATH 36Y was removed as it had not been offered in a while. For MATH 65 books were updated and MATH 107Y and other courses that have not been offered in a while were removed; minor edits to meet C-ID requirements.

## 6. Review/Vote

### Courses

- **MSCM 16C (Express College Newspaper C, 3 units, 1 unit lecture, 2 units lab)** – New Course: O, 1X, CSU. Prerequisite: MSCM 16B with a minimum grade of C. (Start date: Fall 2015)

MSC: Kutil/Weaver to approve the outline (1 abstention)

MSC: Kutil/Weaver to approve the prerequisite (1 abstention)

MSC: Weaver/Amaya to approve the transfer (1 abstention)

- **KIN 60 (Intercollegiate Water Polo – Men’s, 2 units, 2 units lab)** – New Course: G, 4X, CSU, CSU GE Area E, LPC GE (AA/AS), UC. Strongly recommended: KIN SW3 and KIN WP2 with a minimum grade of C. (Start date: Fall 2015)
- **KIN 65 (Intercollegiate Water Polo – Women’s, 2 units, 2 units lab)** – New Course: G, 4X, CSU, CSU GE Area E, LPC GE (AA/AS), UC. Strongly recommended: KIN SW3 and KIN WP2 with a minimum grade of C. (Start date: Fall 2015)

- **KIN AIE (Adapted Individualized Exercise, 1 – 2 variable units)** – Course Modification: O, 1X, CSU, CSU GE Area E, LPC GE (AA/AS), UC. (Start date: Fall 2015)
- **KIN AWT (Adapted Weight Training, 1 – 2 variable units)** – Course Modification: O, 1X, CSU, CSU GE Area E, LPC GE (AA/AS), UC. (Start date: Fall 2015)
- **KIN FS2 (Intermediate Futsal, 1 – 2 variable units)** – Course Modification: O, 1X, CSU, CSU GE Area E, LPC GE (AA/AS), UC. Strongly recommended: KIN FS1 with a minimum grade of C. (Start date: Fall 2015)
- **KIN HHA (Hip Hop Aerobics, 1 – 2 variable units)** – Course Modification: O, 1X, CSU, CSU GE Area E, LPC GE (AA/AS), UC. (Start date: Fall 2015)
- **KIN WP1 (Water Polo 1, 1 – 2 variable units)** – Course Modification: O, 1X, CSU, CSU GE Area E, LPC GE (AA/AS), UC. Strongly recommended: KIN SW2 with a minimum grade of C. (Start date: Fall 2015)
- **KIN WP2 (Water Polo 2, 1 – 2 variable units)** – Course Modification: O, 1X, CSU, CSU GE Area E, LPC GE (AA/AS), UC. Strongly recommended: KIN WP1 and KIN SW2. (Start date: Fall 2015)
- **KIN WP3 (Water Polo 3, 1 – 2 variable units)** – Course Modification: O, 1X, CSU, CSU GE Area E, LPC GE (AA/AS), UC. Strongly recommended: KIN WP1 and KIN SW2 with a minimum grade of C. (Start date: Fall 2015)
- **KIN WT2 (Weight Training 2, 1 – 2 variable units)** – Course Modification: O, 1X, CSU, CSU GE Area E, LPC GE (AA/AS), UC. Strongly recommended: KIN WT1 with a minimum grade of C. (Start date: Fall 2015)
- **KIN YO2 (Yoga 2, 1 – 2 variable units)** – Course Modification: O, 1X, CSU, CSU GE Area E, LPC GE (AA/AS), UC. Strongly recommended: KIN YO1 with a minimum grade of C. (Start date: Fall 2015)
- **KIN YOF (Yoga Fitness, 1 – 2 variable units)** – Course Modification: O, 1X, CSU, CSU GE Area E, LPC GE (AA/AS), UC. (Start date: Fall 2015)

For new courses KIN 60 and 65

MSC: Kutil/Weaver to approve the outline (1 abstention)

MSC: Kutil/Amaya to approve the advisory (1 abstention)

MSC: Weaver/Klaschus to approve the transfer pathways (1 abstention)

For other KIN courses

MSC: Kutil/Weaver to approve the outlines (1 abstention)

MSC: Kutil/Ott to approve the advisories on KIN WP1, WP2, WP3, WT2, YO2 and FS2 (1 abstention)

- **THEA 10 (Introduction to Dramatic Arts, 3 units, 3 units lecture)** – Course Modification: G, 1X, CSU, IGETC Area 3, CSU GE Area C, LPC GE (AA/AS), UC, C-ID. Strongly recommended: Eligibility for ENG 1A (Start date: Fall 2015)
- **THEA XXCD (Introduction to Costume Design, 3 units, 2 units lecture, 1 unit lab)** – New Course: G, 1X, CSU GE Area C, C-ID. Strongly recommended: THEA XX with a minimum grade of C. (Start date: Fall 2015)
- **THEA 47A (Performance in Production: Introduction to Live Performance, 3 units, 2 units lecture, 1 unit lab)** – New Course: G, 1X, CSU, UC, C-ID. (Start date: Fall 2015)

- **THEA 47B (Performance in Production: Beginning, 3 units, 2 units lecture, 1 unit lab)** – New Course: G, 1X, CSU, UC. Prerequisite: THEA 47A with a minimum grade of C. (Start date: Fall 2015)
- **THEA 47C (Performance in Production: Intermediate, 3 units, 2 units lecture, 1 unit lab)** – New Course: G, 1X, CSU, UC. Prerequisite: THEA 47B with a minimum grade of C. (Start date: Fall 2015)
- **THEA 47D (Performance in Production: Advanced, 3 units, 2 units lecture, 1 unit lab)** – New Course: G, 1X, CSU, UC. Prerequisite: THEA 47C with a minimum grade of C. (Start date: Fall 2015)
- **THEA 48A (Technical Theater in Production – Beginning, 3 units, 1 unit lecture, 2 units lab)** – New Course: O, 1X, CSU, UC. Strongly recommended: THEA XX with a minimum grade of C. (Start date: Fall 2015)
- **THEA 48B (Technical Theater in Production – Intermediate, 3 units, 1 unit lecture, 2 units lab)** – New Course: O, 1X, CSU, UC. Strongly recommended: THEA XX with a minimum grade of C and THEA 48A. (Start date: Fall 2015)
- **THEA 48C (Technical Theater in Production – Advanced, 3 units, 1 unit lecture, 2 units lab)** – New Course: O, 1X, CSU, UC. Prerequisite: THEA XX with a minimum grade of C. (Start date: Fall 2015)
- **THEA 48D (Technical Theater in Production – Management, 3 units, 1 unit lecture, 2 units lab)** – New Course: O, 1X, CSU. Prerequisite: THEA XX with a minimum grade of C; may be taken concurrently. (Start date: Fall 2015)

MSC: Kutil/Weaver to approve the outline for THEA 10 (1 abstention)

MSC: Kutil/Ott to approve the advisory for THEA 10 (1 abstention)

MSC: Weaver/Klaschus to approve the outline for THEA 47A-47D (1 abstention)

MSC: Weaver/Kutil to approve the advisories for THEA 47B, C, D, 48A, B, C, D (1 abstention)

MSC: Kutil/Ott to approve CSU and UC transfer for all THEA courses (1 abstention)

### Program

- **Mass Communications: Journalism (Associates in Arts for Transfer)** – New Program

MSC: Ott/Klaschus to approve (1 abstention)

### Deactivations

KIN 1BA Ballet

KIN 2BA Ballet

KIN 1DT Dance Techniques

KIN 1QDE Dance Exercise Fifty Plus

KIN GSR GENTLE STRETCH & RELAXATION

KIN 2GSR Gentle Stretch and Relaxation

KIN LDF LINE DANCE FITNESS

KIN 1QDL Line Dance Fitness

KIN 1FFL Fifty Plus - Fit For Life

KIN 1QFF Fifty and Fit

KIN 1QFP Fitness for Fifty Plus

KIN 1QFT Fit and Fifty  
KIN 2JD Jazz Dance  
KIN 1MB The Moving Body  
KIN 1PM Pilates Mat Work  
KIN 2PM Pilates Mat Work  
KIN QYI YOGA FOR FIFTY-PLUS- INTMED  
KIN 1QYI Yoga for Fifty Plus-Intermed  
KIN QYO YOGA FOR FIFTY PLUS  
KIN RC ROCK CLIMBING  
KIN SCF STEP CARDIO FITNESS  
KIN 1SCF Step Cardio Fitness  
KIN 1QCC Tai Chi Chuan For Fifty Plus  
KIN 1QTC Tai Chi for Fifty Plus  
KIN TCC TAI CHI CHUAN  
KIN WMB WELLNESS AND MOVING

MSC: Weaver/Klaschus to approve all deactivations (1 abstention)

7. **Vice President's Report:** Dr. Renee Kilmer (Interim)

No report

8. **Chair's Report:** Ms. LaVaughn Hart

Ms. Hart reported that she attended the regional curriculum meeting on October 17 in Sacramento. There were discussions on C-ID approvals, delays in approvals, conditional approvals, problems with the Program and Course Handbook (PCAH), double-counting and more. Approval issues appear to be statewide. They now have an "interim fix" for the local degree approval issue. These degrees should be submitted under "other" instead of their regular category. Ms. Hart also reported that the Board of Governor's AD-T commitment document can still be revised if needed. Four of our degrees will not be ready by the end of the semester. So we can revise the document to remove the four, but we still must have everything completed by the end of the spring. The four delayed degrees are: 1) Communication Studies – course revision issues; 2) Computer Science – unit value is too high however 19 other campuses have made it fit; 3) Music – work for this degree has not begun since there is only one full-time faculty member; 4) Physics – has the same issue as Computer Science. Ms. Hart will have the Senate review the commitment document before moving it forward.

Other update: After a TMC is approve, the State issues a Chancellor's Office Template (COT). This is when the countdown begins. We have 18 months from the COT date to complete the AD-T. There will be a new list released in February 2015. Beginning June 30, 2015 you cannot submit an AD-T with courses pending C-ID approval.

CurricUNET update: They are going through a reorganization. Kristy Woods is working with the new tech person to get things cleaned up. There are old course outlines and other things that don't belong to us.

9. **Narrative Forms for AA/AS and AD-T Degrees:** Ms. Hart gave an update regarding the narrative forms that will replace the old 501 forms from the State. The 501 form was a State form used to submit information regarding programs to the State. Since the State has discontinued the form, Ms. Hart will look into developing extra screens in CurricUNET to

capture this information. But until then fillable Word forms have been created to serve this purpose. The forms for our local AA/AS degrees, certificates of achievement, and AD-Ts. The forms are be posted in Blackboard for review. In the meantime if you are working on a program, please contact Ms. Hart.

Ms. Hart has also posted information regarding the professional development conference in January on Blackboard for those who might be interested.

10. **Articulation Officer's Report:** Ms. Marina Lira  
Ms. Lira stated that she and Ms. Stanley are transitioning.
11. **Good of the Order:** Ms. Hart stated that she is concerned about the amount of curriculum that might come in between now and the next regular meeting (second Monday in November is a holiday so the next regular meeting is almost a month away). She posed a question to the committee as to whether they would be open to holding an extra meeting for this purpose. Additionally it was suggested earlier that perhaps we would need to call a "special meeting" in order to approve the two BUSN courses since they are under conditional C-ID approval which expires in early November. Dates identified would be the first Monday in November (for BUSN courses) and the first Monday in December (to cover the overflow of curriculum). After further discussion, members of the committee decided that they would be open to having an extra meeting on December 1 if needed, but decided against having a "special meeting" in November for the purpose of the BUSN courses. The overall consensus was that they didn't want to establish a practice of calling special meetings under those circumstances. Ms. Hart stated that she would inform the BUSN faculty member (Rajeev Chopra)
12. **Adjournment:** 4:09 p.m.
13. **Next meeting:** November 24, 2014 at 2:30 p.m. in room 804

Minutes edited by LaVaughn Hart