

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)-Absent
 Akihiko Hirose (SLPC)
 Barbara Zingg (STEM)
 Elizabeth Owens (STEM)
 Craig Kutil, Chair (STEM)
 Michael Sato (A&H)
 Elizabeth Wing Brooks (A&H)
 Jose Calderon (SS)
 Erick Bell (BHAWK)

Non-voting/Ex. Off. Members:

John Armstrong- Absent
 Stuart McElderry
 Nan Ho
 Amir Law

Andrea Migliaccio
 Elizabeth David- Arrived 2:59
 Jocelyn Santos
 Madeline Wiest

Guests:

Hortencia Nevarez

Approved Minutes

1. Call to Order 2:38pm Craig Kutil, Chair
 2. Review and Approval of Agenda Craig Kutil
- MSC: Owens/Wing-Brooks/Approved**
3. Review and Approval of Minutes (May 6th, 2019) Craig Kutil
- MSC: Wing-Brooks/Zingg/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:
 - GE Proposals:
 - **BIO 70 (Field Biology):** AA/AS GE: Natural Sciences
 - *Presented by Craig Kutil:* Course is already approved for CSU GE: Area B2, B3: Life Science with Lab. As it is already approved at a higher level, should be included in our local GE. This will move forward for voting.
 - Course Modifications:
 - *Substantial Changes:*
 - **KIN AIE (Adapted Individualized Exercise-** 1 Unit, 1 Unit Lab) O, 1X, AA/AS GE: Kinesiology, CSU T/ GE: E, UC T. TOP Code: 0835.80 – Adapted Physical Education. SAM Code: E. Discipline: Physical Education (Adapted): Disabled Students Programs and Services. (Start Date: Fall 2020)
 - **KIN AWT (Adapted Weight Training-** 1 Unit, 1 Unit Lab) O, 1X, AA/AS GE: Kinesiology, CSU T/ GE: E, UC T. TOP Code: 0835.80 – Adapted Physical Education. SAM Code: E. Discipline: Physical Education (Adapted): Disabled Students Programs and Services. (Start Date: Fall 2020)
 - **KIN WP1 (Water Polo 1-** 1 Unit, 1 Unit Lab) O, 1X, AA/AS GE: Kinesiology, CSU T/ GE: E, UC T. Strongly Recommended: KIN SW2 with a minimum grade of C. TOP Code: 0835.00 – Physical Education. SAM Code: E. Discipline: Physical Education. (Start Date: Fall 2020)
 - **KIN WP2 (Water Polo 2-** 1 Unit, 1 Unit Lab) O, 1X, AA/AS GE: Kinesiology, CSU T/ GE: E, UC T. Strongly Recommended: KIN WP1 with a minimum grade of C, KIN SW2 with a minimum grade of C. TOP Code: 0835.00 – Physical Education. SAM Code: E. Discipline: Physical Education. (Start Date: Fall 2020)
 - **KIN WP3 (Water Polo 3-** 1 Unit, 1 Unit Lab) O, 1X, AA/AS GE: Kinesiology, CSU T/ GE: E, UC T. Strongly Recommended: KIN WP1 with a minimum grade of C, KIN SW2 with a minimum grade of C. TOP Code: 0835.00 – Physical Education. SAM Code: E. Discipline: Physical Education. (Start Date: Fall 2020)

- *KIN Courses Presented by Craig Kutil*: Currently all of the physical education courses are being updated from variable to one unit to be eligible for the Kinesiology AA-T. These courses will move forward for voting.
- New Credit Programs: Fall 2020
 - **Biology UC Pathway Certificate of Achievement** (45 Units, Program Goal: Local- Transfer Preparation, TOP Code: 0401.00 – Biology, General, Start Date: Fall 2020)
 - **Biology UC Pathway AS** (45 Units in the Major, 60 Units Total, Program Goal: Local- Transfer Preparation, TOP Code: 0401.00 – Biology, General, Start Date: Fall 2020)- Clarified New Program
 - *Biology Programs Presented by Barbara Zingg*: The UC system put together 21 pathways of required courses for students to transfer to competitive majors at UC campuses. The UCs are going to start honoring these pathways to allow students into campus (perhaps not their first choice campus) if they have completed the pathway with a certain GPA. These programs will provide a clear pathway for our students, allow them to achieve something before they transfer (the certificate can be completed without finishing the GE requirements), participate in graduation and the campus will earn points for SCFF. There was some concern that as a committee we do not want to create programs solely for SCFF. These programs will move forward for voting.
 - **Spanish AA-T** (21-23 Units in the Major, 60 Units Total, Program Goal: Transfer, TOP Code: 1105.00 - Spanish, Start Date: Fall 2020)
 - *Presented by Hortencia Nevarez*: By now having SPAN 23 (Introduction to Hispanic Literature), we were able to create the Spanish AA-T. This has been requested by students, as there is great demand for translators etc. This will move forward for voting.
- Modified Credit Programs: Fall 2020
 - **Tabled-Accounting Technician Certificate of Achievement** (27 Units, Program Goal: CTE, TOP Code: 0502.00 – Accounting*, Start Date: Fall 2020)
 - **Business Administration AA** (33-34 Units in the Major, 60 Units Total, Program Goal: CTE, TOP Code: 0501.00- Business and Commerce, General*, Start Date: Fall 2020)
 - *Presented by Erick Bell*: Course Removed: MATH 41. MATH 40 moved to required core. This program will move forward for voting.
 - **English AA** (21-28 Units in the Major, 60 Units Total, Program Goal: Local- Transfer Preparation, TOP Code: 1501.00 – English, Start Date: Fall 2020)
 - *Presented by Mike Sato*: Courses added: ENG 1AEX, CMST 5, ENG 13B, ENG 42, THEA 4, THEA 11, & THEA 14. Courses removed: HUMN 3. This program will move forward for voting.
- Individualized Majors Discontinuance: *Presented by Craig Kutil*: Current catalog language, “Students may also develop an Individual Occupational Major with a counselor, for approval by the Dean of Student Services.” This allows students to make up their own programs with a counselor. This has been traditionally used for photography students. This is a title 5 and Ed Code violation, as all programs need to be approved by the Curriculum Committee and chaptered at the Chancellor’s Office. This has been a long term process at this campus. This language will be removed from the next catalog. There was concern that Chabot College may have this process, which will be confusing for students. Kristina Whalen will reach out to her counterpart at Chabot to let them know we have taken this action. This will move forward for voting.

6. Informational Items:

- Sunset List: CORs that have not been revised in six or more years, have not been offered on schedule in the last three calendar years (Since Spring 2016), and have not been successfully offered in the last six calendar years.
 - *Presented by Craig Kutil:* We cannot have courses in the catalog and in programs that meet the criteria above that mislead students about our course offerings and being able to complete our programs. It was discussed that email notifications would be sent out to the discipline coordinators (dean’s cc’d) that they will need to take action if they would like to keep the courses. If not, the course will be deactivated at the end of the semester effective Fall 2020.

<u>Course #</u>		<u>Course Title</u>	<u>Reason on Sunset List</u>
AJ	71	Narcotics & Drug Enforcement	Not Offered Since Spring 2016
ARTS	10	Design and Materials	Not Offered Since Spring 2016
BUSN	55	Business Mathematics	COR Out-Of-Compliance
BUSN	63	Payroll Accounting 1	Not Offered Since Spring 2016
CIS	9004	Oracle: Database Administration	Never Offered
CNT	72	Cisco Bootcamp Cert. Prep	Not Offered Since Spring 2016
ECE	15	Abnormal Child Psychology	Course Never Offered
ECE	61	Literature for the Young Child	Last Offered Fall 2015
ECE	78	Language Development	Last offered Fall 2016 & Fall 2006- Cancelled
EMS	70A	Community CPR & First Aid	Not Offered Since Spring 2016
ENG	104W	Integrated Read & Writing WK	Not Offered Since Spring 2016
KIN	27	Prin.Coach.&Sports Officiating	Not Offered Since Spring 2016
KIN	AIE	Adapted Individualize Exercise	Not Offered Since Spring 2016
KIN	AAQE	Adapted Aquatic Exercise	COR Out-Of-Compliance
KIN	AQA	Aqua Aerobics	Not Offered Since Spring 2016
KIN	HHA	Hip Hop Aerobics	Not Offered Since Spring 2016
KIN	LAX1	Lacrosse	Not Offered Since Spring 2016
KIN	LG	Life Guarding	Not Offered Since Spring 2016
MSCM	2	Journalism: Investigative News	Never Offered
MSCM	33A	Intro to TV Studio Operations	Not Offered Since Spring 2016
MSCM	33B	Intermediate Television Studio Operations	Never Offered
MUS	12	WIND ENSEMBLE	Not Offered Since Spring 2016
MUS	39	Musical Theater Workshop	Not Offered Since Spring 2016
PCN	40	Life Skills: Financial Literacy	Last offered Fall 2014- Cancelled
PHTO	69	Intermediate Videography	Not Offered Since Spring 2016
THEA	11	Stage to Film	Not Offered Since Spring 2016

7. Discussion Items

- **Division Reports**

Craig Kutil

Craig Kutil explained that it is the role of the curriculum committee members to give division reports. These reports should include new and modified programs, substantial changes to courses in your division, deadlines for submitting curriculum and discussion items (bring back feedback from divisions). It is important to have communication regarding curriculum changes shared throughout campus.

- **Course Substitutions**

Craig Kutil

Craig Kutil stated that at the Curriculum Institute this summer he attended a session on course substitutions from the Articulation Officer at Bakersfield Community College. They recommended that the college have a clear course substitution philosophy and policy. We currently do not. We need to think about course substitutions on two levels. On a local level so we want to set parameters around what courses can be substituted. Currently discipline coordinators make an educated guess. Programs are designed specifically with goals in mind for students, so we do not want to make course substitutions purely to get a student a degree or certificate when they have not completed the program as designed. Secondly, for AD-T's the Curriculum Institute and AO groups agree that the Articulation Officer should be the final approver on course substitutions for AD-T's. If AD-T course substitutions are done incorrectly students may need to recomplete a course once they transfer to a CSU or be denied entry. We have been contacted by CSU's that there have been errors previously with AD-T course substitutions that are not in compliance with the Chancellor's Office AD-T's policy that have effected students. We need to look out for student's best interests. Please bring feedback from your divisions. Based on the Curriculum Committee's guidance this would need to move forward to Academic Senate.

8. Reports

- **Vice President's Report**

Kristina Whalen

Kristina Whalen stated that since the committee was running short on time, she would bring her report to the next meeting.

- **Chair's Report**

Craig Kutil

Craig Kutil stated that he is working to catch up after his trip. The next agenda will have more curriculum.

- **Articulation Officer's Report- None**

Craig Kutil

9. Good of the Order: None

10. Adjournment at 4:31pm

11. Next Regular Meeting (September 30th, 2019)