



### 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 (BSSL)  
Akihiko Hirose (BSSL)  
Barbara Zingg (STEM)  
Elizabeth Owens, Chair (STEM)  
Elizabeth Wing Brooks (A&H)  
Craig Kutil (Articulation Officer)  
Jose Calderon (SS)  
Mike Sato (A&H)  
Sue Cumbo (PATH)

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

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

#### Guests:

Jim Dobson	Dan Marschak
Michael Peterson	Jin Tsubota
Catherine Suarez	Debbie Fields
Shawn Taylor	Julia McGurk

### Approved Minutes

1. Call to Order 2:35pm Elizabeth Owens
  2. Review and Approval of Agenda Elizabeth Owens
- MSC: Kutil/Wing Brooks/Approved**
3. Review and Approval of Minutes (August 17<sup>th</sup>, 2020) Elizabeth Owens
- MSC: Kutil/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/ Presentation:
    - Modified Credit Courses:
      - **CMST 2 (Oral Interpretation of Literature- 3 Units, 3 Units Lecture) OP, 1X, DE: FO, AA/AS GE: Communications and Analytical Thinking & Humanities, CSU T/GE: C2, UC T, C-ID#COMM 170. TOP Code: 1506.00 – Speech Communication. SAM Code: E. Discipline: Communication Studies. (Start Date: Fall 2021)**
      - **CMST 48 (Activities in Forensics- 1 Unit, 1 Unit Lab) OP, 4X, DE: FO, AA/AS GE: Communications and Analytical Thinking, CSU T, C-ID#COMM 160B. TOP Code: 1506.00 – Speech Communication. SAM Code: E. Discipline: Communication Studies. (Start Date: Fall 2021)**
        - *CMST Courses presented by Jim Dobson- No content change, only textbooks and frequencies updates, as well as the DE addendum. CMST 48- Tournaments can be done online. This will move forward for voting.*
    - **MUS 17A (Jazz Combo 1- 1 Unit, 1 Unit Lab) OP, 4X, CSU T, UC T, C-ID# MUS 180. Strongly Recommended: MUS 18A with a minimum grade of C, MUS 6 with a minimum grade of C. Enrollment Limitation: Audition Required. TOP Code: 1004.00 - Music. SAM Code: E. Discipline: Music. (Start Date: Fall 2021)**
    - **MUS 17B (Jazz Combo 2- 1 Unit, 1 Unit Lab) OP, 4X, CSU T, UC T, C-ID# MUS 180. Prerequisite: MUS 17A with a minimum grade of C. Enrollment Limitation: Audition Required. TOP Code: 1004.00 - Music. SAM Code: E. Discipline: Music. (Start Date: Fall 2021)**
    - **MUS 18A (Jazz/Pop Piano 1- 1 Unit, 1 Unit Lab) OP, 1X, DE: FO-E, CSU T, UC T. Strongly Recommended: MUS 21A with a minimum grade of C. TOP Code: 1004.00 - Music. SAM Code: E. Discipline: Music. (Start Date: Fall 2021)**
    - **MUS 18B (Jazz/Pop Piano 2- 1 Unit, 1 Unit Lab) OP, 1X, DE: FO-E, CSU T, UC T. Prerequisite: MUS 18A with a minimum grade of C. TOP Code: 1004.00 - Music. SAM Code: E. Discipline: Music. (Start Date: Fall 2021)**

- **MUS 48 (Improvisation Lab- 1 Unit, 1 Unit Lab) OP, 4X, CSU T, UC T, C-ID# MUS 185.** Strongly Recommended: MUS 6 with a minimum grade of C or MUS 8A with a minimum grade of C. Enrollment Limitation: Audition Required. TOP Code: 1004.00 - Music. SAM Code: E. Discipline: Music. (Start Date: Fall 2021)
  - *MUS Courses presented by Dan Marschak-* Course updates include assignments, frequencies and adding some new textbooks. These courses will move forward for voting.
- **NMAT 202C (Just in Time Tutoring for Mathematics- 1-54 Hours, 1-54 Hours Lab) P/NP, Elementary and Secondary Basic Skills, DE: FO, OFI, PO.** TOP Code: 4830.09 – Supervised Tutoring. SAM Code: E. Basic Skills, One Level Below Transfer. Discipline: Mathematics – Basic Skills: Noncredit. (Start Date: Fall 2021)
  - *NMAT 202C presented by Michael Peterson-* This year the math faculty saw that this course is functioning more as a tutoring course, rather than concurrent support. Course description & top code were updated to reflect this change. DE requested. This course will move forward for voting.
- **TUTR 17A (Tutoring Theory and Practice I- 0.5 Unit, 0.5 Unit Lecture) OP, 1X, CSU T.** TOP Code: 0899.00 – Other Education\*. SAM Code: D. Discipline: Learning Assistance Instructors. (Start Date: Fall 2021)
- **TUTR 17B (Tutoring Theory and Practice II- 0.5 Unit, 0.5 Unit Lecture) OP, 1X, CSU T.** Prerequisite: TUTR 17A with a minimum grade of C. TOP Code: 0899.00 – Other Education\*. SAM Code: D. Discipline: Learning Assistance Instructors. (Start Date: Fall 2021)
- **TUTR 17C (Tutoring Theory and Practice III- 0.5 Unit, 0.5 Unit Lecture) OP, 1X, CSU T.** Prerequisite: TUTR 17B with a minimum grade of C. TOP Code: 0899.00 – Other Education\*. SAM Code: D. Discipline: Learning Assistance Instructors. (Start Date: Fall 2021)
  - *TUTR Courses presented by Jin Tsubota-* In TUTR 17A & B course content was updated to focus on interpersonal skills and active listening and removed theory concepts based on student feedback. For TUTR 17C the communication skills were moved to the earlier courses and the theory concepts were added into this course. These courses will move forward for voting.
- DE Addendums:
  - **BIO 1B: General Zoology – FO-E, PO-E**
    - *BIO 1B presented by Barbara Zingg-* This will move forward for voting.
  - **ESL 23: Advanced Grammar – FO-E, OFI**
  - **ESL 26: Advanced Editing – FO-E, OFI**
  - **ESL 100: Beginning Spelling Skills for English Language Learners – FO-E, OFI**
  - **ESL 110: Beginning Vocabulary Skills for English Language Learners – FO-E, OFI**
  - **ESL 115: Intermediate Vocabulary Skills for English Language Learners – FO-E, OFI**
  - **ESL 120A: Intermediate Grammar for Reading and Writing – FO-E, OFI**
  - **ESL 120B: High- Intermediate Grammar for Reading and Writing – FO-E, OFI**
  - **ESL 130A: Beginning Grammar for Reading and Writing – FO-E, OFI**
  - **ESL 130B: High- Beginning Grammar for Reading and Writing – FO-E, OFI**
    - *ESL Addendums presented by Julia McGurk-* OFI was selected as we would prefer to do assessments in person. Fully online, while possible in an emergency, is not ideal for ESL students. PO will be added so that student could meet with faculty member during a scheduled visit and allow for more flexibility. Under measurable objectives, accountability was not checked due to issues with students using technology for grammar & spell checks,

students using translators, and family help in assessments. This will move forward for voting.

- **MUS 4: Jazz in American Culture** – FO
- **MUS 10A: Music Theory and Musicianship 3** – FO, PO
- **MUS 10B: Music Theory and Musicianship 4** – FO, PO
- **MUS 11: Commercial Music Combo** – FO-E, PO
- **MUS 17A: Jazz Combo 1** – FO-E, PO
- **MUS 17B: Jazz Combo 2** – FO-E, PO
- **MUS 19: Studies in Music Composition** – FO
- **MUS 20A: Elementary Guitar** – FO
- **MUS 20B: Study of Guitar** – FO
- **MUS 20C: Advanced Guitar** – FO
- **MUS 22A: Scoring for Film and Multimedia 1** – FO
- **MUS 22B: Scoring for Film and Multimedia 2** – FO
- **MUS 38: Applied Lessons** – FO
- **MUS 41: Instrumental Chamber Music** – FO-E, PO
- **MUS 48: Improvisation Lab** – FO-E, PO
  - *MUS Addendums presented by Dan Marschak*- Ensemble courses will only be online in an emergency. There are new technology options for simultaneous performance. During normal times partially online could be an option. One-on-One lessons can be done through zoom & breakout rooms. Theory courses are more easily offered fully online. These will move forward for voting.
- **NESL 220A: Intermediate Grammar for Reading and Writing** – FO-E, OFI
- **NESL 220B: High- Intermediate Grammar for Reading and Writing** – FO-E, OFI
- **NESL 230A: Beginning Grammar for Reading and Writing** – FO-E, OFI
- **NESL 230B: High- Beginning Grammar for Reading and Writing** – FO-E, OFI
  - *See ESL Addendums presented by Julia McGurk*
- **SPAN 1A: Beginning Spanish** - FO
- **SPAN 1B: Elementary Spanish** - FO
- **SPAN 2A: Intermediate Spanish I** – FO-E
- **SPAN 2B: Intermediate Spanish II** – FO-E
  - *SPAN Addendums presented by Catherine Suarez*- Would only like to offer the level 1 courses online in a non-emergency situation. For the level 2 courses, there are higher expectations. These will move forward for voting.
- New Programs:
  - **TABLED- Data Analytics Certificate of Achievement** (16 Units Total, Program Goal: CTE, TOP Code: 0702.00 – Computer Information Systems\*, Start Date: Fall 2021)
- Modified Programs:
  - **Jazz Studies Certificate of Achievement** (20-21 Units Total, Program Goal: Local, Transfer Prep, TOP Code: 1004.00 – Music, Start Date: Fall 2021)
  - **Commercial Music: Music Technology Fundamentals Certificate of Achievement** (10-11 Units Total, Program Goal: CTE, TOP Code: 1005.00 – Commercial Music\*, Start Date: Fall 2021)
  - **Music AA** (30 Units in Major, 60 Units Total, Program Goal: Local, Transfer Prep, TOP Code: 1004.00 – Music, Start Date: Fall 2021)
  - **Music AA-T** (24-28 Units in Major, 60 Units Total, Program Goal: Transfer, TOP Code: 1004.00 – Music, Start Date: Fall 2021)

- *Presented by Dan Marschak*- Programs were updated to add the new ensemble courses. The Music AA had some additional courses that were added that were new in the last couple of years. These programs will move forward for voting.
  - Sunset Exception Requests:
    - **MUS 12: Wind Ensemble**- MUS 12 is an important ensemble to offer because bands are so popular in high schools. It could potentially become a very important recruiting vehicle for us with the right faculty member behind it. The two main reasons we haven't offered it is because of low enrollments for our ensembles and lack of FTEF. Our plan is to offer MUS 12 in Fall 2021, perhaps in place of another ensemble.
      - *Presented by Dan Marschak*- Request seems reasonable. There was concern that timeline may not be feasible due to COVID 19. There will be special consideration taken due to the pandemic. This will require further discussion.
    - **DANC 2A/B: Jazz Dance Fundamentals/Beginning & Intermediate & 5A/B: A Dance Composition 5A & 5B**- There is currently no Dance discipline coordinator/fulltime faculty, and the part time faculty left at the end of the Spring, and she had a focus in modern dance. I don't think that we should sunset any courses without a more well-rounded dance faculty- I am happy to update the curriculum on the dance programs behalf (as performing arts coordinator). DANCE 5 has historically been offered regularly, and Dance 2 is usually offered every other year I think? DANCE 2A is also a part of the new Actors Conservatory and musical theater certificates.
    - **THEA 11: Stage to Screen & THEA 12: Film As Art & Communication** -For THEA 11/12, these were not classes that we offered often in the program, as our FTEF allocation didn't allow a lot of "extras" if we were trying to get students through the AAT and AA degrees. But those are both GE courses that work with IGETC and we don't have many of those. Additionally, they are both listed as options in the new Film Studies program. I would like to be able to take time this semester (as mentioned in the past) to work with Elizabeth Wings-Brooks to update those courses so that they can help the Film degree. Finally, with what we now know, it seems like we should make sure that they are good for DE for Spring, which is when we have the next offering of THEA 11 scheduled.
      - *Presented by Elizabeth Owens*- Request seems reasonable. More information will be requested if they have tried to offer the composition courses, but were unsuccessful.
6. Voting on Curriculum Proposals
- DE Addendums:
    - **ANTR 29A: Independent Study, Cultural Anthropology**- FO
    - **ANTR 29B: Independent Study, Biological Anthropology**- FO
    - **ANTR 29C: Independent Study, Archaeology/Prehistory** - FO
    - **ANTR 29D: Independent Study, Linguistic Anthropology**- FO
    - **AUTO A1: Engine Repair**- FO-E, PO-E
    - **AUTO A2: Automatic Transmission/Transaxle** - FO-E, PO-E
    - **AUTO A3: Manual Drive Train and Axles**- FO-E, PO-E
    - **AUTO A4: Suspension and Steering**- FO-E, PO-E
    - **AUTO A5: Brakes**- FO-E, PO-E
    - **AUTO A6: Electrical/Electronic Systems**- FO-E, PO-E
    - **AUTO A7: Automotive Heating and Air Conditioning**- FO-E, PO-E
    - **AUTO A8: Engine Performance**- FO-E, PO-E
    - **AUTO A9: Light Vehicle Diesel Engines**- FO-E, PO-E
    - **AUTO INTR: Automotive Service and Introduction**- FO-E, PO-E
    - **AUTO L1: Advanced Engine Performance**- FO-E, PO-E

- **AUTO L1L2: Smog Level One and Level Two- FO-E, PO-E**
- **AUTO L3: Light Duty Hybrid/Electric Vehicles - FO-E, PO-E**
- **AUTO LABA: Automotive Lab- FO-E, PO-E**
- **AUTO LABB: Automotive Lab Advanced- FO-E, PO-E**
- **AUTO P1: Powertrains: Modifications for Performance- FO-E, PO-E**
- **AUTO SDR: Specified Diagnostic and Repair - FO-E, PO-E**
- **BIO 30: Introduction to College Biology– FO-E, OFI-E, PO-E**
- **HIST 32: U.S. Women’s History – FO**
- **HORT 50: Introduction to Horticulture- OFI-E, PO-E**
- **KIN CT1: Circuit Training 1– FO-E**
- **KIN GBW/GBW1: Guts and Butts Workout 1– FO-E**
- **KIN GBW2: Guts and Butts Workout 2– FO-E**
- **KIN JW/KIN FJW1: Jog/Walk– FO-E**
- **KIN PL1: Pilates 1– FO-E**
- **KIN PL2: Pilates 2– FO-E**
- **KIN WTW1: Women’s Weight Training 1– FO-E, OFI-E, PO-E**
- **KIN WTW2: Women’s Weight Training 2– FO-E, OFI-E, PO-E**
- **KIN YO1: Yoga 1– FO-E**
- **KIN YO2: Yoga 2– FO-E**
- **NAUT INTR: Automotive Service and Introduction- FO-E, PO-E**
- **NAUT L1L2: Smog Level One and Level Two- FO-E, PO-E**
- **NAUT LABA: Automotive Lab- FO-E, PO-E**
- **NAUT LABB: Automotive Lab Advanced- FO-E, PO-E**
- **NAUT SDR: Specified Diagnostic and Repair- FO-E, PO-E**
- **PHYS 1A: General Physics I- FO-E, PO-E**
- **PHYS 1B: General Physics II- FO-E, PO-E**
- **PHYS 1C: General Physics III- FO-E, PO-E**
- **PHYS 1D: General Physics IV- FO-E, PO-E**
- **PHYS 2A: Introduction to Physics I- FO-E, PO-E**
- **PHYS 2B: Introduction to Physics II- FO-E, PO-E**
- **POLI 25: Introduction to Political Theory – FO**
- **WMST 1: Introduction to Women’s Studies– FO**
- **WMST 2: Global Perspective of Women – FO**

Motion to APPROVE DE Addendums:

MSC: Kutil/Amaya/Approved

## 7. Discussion Items

- **Incorporating Equity Mindedness in Course Outlines**

**Craig Kutil/Shawn Taylor**

During a conversation with campus this summer, Dr. Foster & Academic Senate suggested to update our curriculum to include equity mindedness in our course outlines. Shawn Taylor discussed imbedding equity into the course outline, including individuals who have contributed to the field from different backgrounds in the last ten years and by extension open up new vocational possibilities for students. Students will feel seen in the classroom and represented. Cultural understanding can be experienced through projects or group projects. The committees suggestion was to create criteria and checkboxes (like the DE addendum) to get faculty to think about equity. Craig Kutil will organize a subcommittee and present the criteria to the Curriculum Committee & Academic Senate. This would make equity mindedness part of the architecture of our campus culture & curriculum.

## 8. Report

- **Vice President's Report**

**Kristina Whalen**

Kristina Whalen: a deadline was created and dispersed for faculty to submit DE addendums by Sept. 30<sup>th</sup>. There is more to come regarding Credit for Prior Learning, which will expand on credit by exam. CPL is looking at training that has happened at other venues, that are non-accredited but college level, and how to award credit from our campus. We have moved to going to board with curriculum updates four times a year. Guided pathways & the CTE Committee are working on presenting the mapping work to students & the public using user friendly "Program Mapper".

- **Chair's Report**

**Elizabeth Owens**

Elizabeth Owens stated that discipline coordinators with title 5 course updates for Fall 2020 have been notified. Deadlines have been set for Fall 2020 DE addendums at Sept. 30 and discipline coordinators have also been notified. Once the Spring 2021 course schedule has been finalized on Sept. 8<sup>th</sup> we will notify discipline coordinators what DE addendums will need to be completed. These will be due Oct. 30<sup>th</sup>. We will have a flex day session to assist with all of the outstanding DE addendums. Congratulations over 289 DE addendums were reviewed this summer!

- **Articulation Officer's Report**

**Craig Kutil**

Craig Kutil explained that he will be completing the Liberal Arts AA's, CSU GE Certificate and IGETC Certificate updates, but waiting until the end of the semester to account for any course updates. For the Liberal Arts AA degrees we may need to have a conversation about creating more direction to be more useful for students. He is updating the CSU East Bay Pathways, but will need to work with faculty on the desired GE information. He will be working on the Social Justice: Ethnic Studies AD-T (in line with the new CSU Ethnic Studies graduation requirement) and Elementary Education AD-T this semester. The Credit for Prior learning AP & BP policies need to be completed by the end of the semester. He is also working on the Banner SCFF project working on adding GE information and correcting program information. He has met with a SIG consultant to get more insight into this work.

## 9. Good of the Order:

10. Adjournment at 4:43pm

11. Next Regular Meeting (September 21<sup>st</sup>, 2020)