



CURRICULUM COMMITTEE

Approved Minutes

February 5, 2024 | 2:30 PM | Room 2414 + Zoom for Guests

Zoom information at the end of the Agenda

LPC Mission Statement

Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting lifelong learning.

LPC Planning Priorities

- ❖ 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 the campus.

Curriculum Committee Quorum: 6

Faculty/Voting:

Angela Amaya (Librarian; BSSL) - Z*
Amanda Castelli (SS) - P
Sue DeFuniak (PATH) - A
Debbie Fields (STEM) - P
Akihiko Hirose (BSSL) - P
Craig Kutil (Articulation Officer) - P
Stuart McElderry (BSSL Div. Dean) - P
Marty Nash (A&H) - P
Elizabeth Wing Brooks (A&H) - P
Michelle Zapata (SS) - A

Non-Voting/Ex. Off. Members:

Erick Bell (CC Chair) - P
Liz McWhorter (CC Support) - P
Danielle Bañuelos (Classified AS) - P
Joel Gagnon (SS Div. Dean) - P
Nan Ho (VP of Academic Svcs.) - P
Andrea Migliaccio (Classified AS) - P
So-Jin Moon (Classified A&R) - A
Evren Yuncuoglu (LPCSG) - A

Guests: David Everett (Z*), Joanna Jen, Dan Marschak (Z*), Mike McQuiston (Z*)

Call to Order at 2:35 pm Erick Bell

Review and Approval of Agenda Erick Bell

MSC: Wing Brooks/McElderry/Approved

Review and Approval of Minutes (01/29/2024) Erick Bell

MSC: Kutil/Wing Brooks/Approved

Public Comment

Please limit comments to three minutes. In accordance with the Brown Act, the Committee cannot discuss or act on items that are not already on the agenda.

First Readings:

Courses

Committee Members & Invited Faculty Presenters

**All courses listed below can be taken only 1 time for credit unless otherwise noted.*

Modified Credit Courses

MUS 18A Jazz/Pop Piano 1: 1 Unit (Lab). Letter or P/NP. Prerequisite: MUS 21A with a minimum grade of C. Discipline: Music. (Effective Date: Fall 2025)

Primary Modifications: Catalog Description, Distance Education, Grading Methods, Advisory Skills, Measurable Objectives, Assignments, Methods of Evaluation, Typical Texts.

MUS 18B Jazz/Pop Piano 2: 1 Unit (Lab). Letter or P/NP. Prerequisite: MUS 18A with a minimum grade of C. Discipline: Music. (Effective Date: Fall 2025)

Primary Modifications: Distance Education, Advisory Skills, Measurable Objectives, Course Content, Methods of Instruction, Methods of Evaluation, Typical Texts.

MUS 21A Beginning Piano: 1 Unit (Lab). Letter or P/NP. Recommended Course Preparation: MUS 6. Discipline: Music. (Effective Date: Fall 2025)

Primary Modifications: Distance Education, Advisory Skills, Measurable Objectives, Course Content, Methods of Instruction, Assignments, Methods of Evaluation, Typical Texts.

MUS 21B Intermediate Piano: 1 Unit (Lab). Letter or P/NP. Prerequisite: MUS 21A with a minimum grade of C. Discipline: Music. (Effective Date: Fall 2025)

Primary Modifications: Course Title, Distance Education, Advisory Requisites, Measurable Objectives, Course Content, Methods of Instruction, Typical Texts.

MUS 22A Scoring for Film and Multimedia 1: 3 Units (Lecture). Letter or P/NP. Prerequisite: MUS 35 with a minimum grade of C (may be taken concurrently); or MUS 6; or MUS 8A. Discipline: Music. (Effective Date: Fall 2025)

Primary Modifications: Catalog Description, Distance Education, Grading Methods, Advisory Requisites, Measurable Objectives, Course Content, Methods of Instruction, Assignments, Methods of Evaluation, Typical Texts.

MUS 22B Scoring for Film and Multimedia 2: 3 Units (Lecture). Letter or P/NP. Prerequisite: MUS 22A with a minimum grade of C. Recommended Course Preparation: MUS 36 with a minimum grade of C. Discipline: Music. (Effective Date: Fall 2025)

Primary Modifications: Distance Education.

MUS 28 Keyboard Skills: 1 Unit (Lab). Letter or P/NP. Recommended Course Preparation: MUS 21B. Discipline: Music. (Effective Date: Fall 2025)

Primary Modifications: Catalog Description, Advisory Requisites.

MUS 31 Study of Piano: 1 Unit (Lab). Letter or P/NP. Prerequisite: MUS 21B with a minimum grade of C. Discipline: Music. (Effective Date: Fall 2025)

Primary Modifications: Catalog Description, Advisory Skills, Measurable Objectives, Methods of Instruction, Typical Texts.

MUS 35 Introduction to Music Technology: 3 Units (Lecture). Letter or P/NP. Recommended Course Preparation: MUS 6 with a minimum grade of C and/or MUS 8A and/or MUS 21A. Discipline: Music. (Effective Date: Fall 2025)

Primary Modifications: Catalog Description, Distance Education, Advisory Requisites, Measurable Objectives, Course Content, Typical Texts.

Dan Marschak presenting.

- Standard updates, etc.
- MUS 21A: Flipped classroom; FastTrack 1&2. Note that MUS 35/8A could be concurrent.

Committee Comments:

- MUS 21A: Recommended Course Preparation could be MUS 6 “or MUS 35 or MUS 8A”?
 - o Dan should complete the skills analysis or send the information to Liz or Erick to complete.
- MUS 21B: EB – Can we update the catalog description? > *Dan: Yes.*
- MUS 31: EB – Can we update the catalog description? > *Dan: Yes.*
- MUS 35:
 - o There is a new Credit for Prior Learning request.
 - EB: Action – Let’s include this on the 3/18 agenda, after the CPL S.O.P. has been voted on (3/4).
 - o Prereqs: “or” / concurrent
- EB: Action - Let’s bring MUS 21A, 21B, and 31 back for Second Reading on 3/4.

VWT 10 Introduction to Viticulture: 3 Units (Lecture). Letter Grade. Prerequisite: N/A. Discipline: Agriculture Production. (Effective Date: Fall 2025)

Primary Modifications: Course Content, Methods of Evaluation, Texts.

VWT 20 Introduction to Enology: 3 Units (Lecture). Letter Grade. Prerequisite: N/A. Discipline: Agriculture Production. (Effective Date: Fall 2025)

Primary Modifications: Catalog Description, Measurable Objectives, Methods of Instruction, Assignments, Typical Texts, Other Materials.

VWT 25 Sensory Analysis of Wines: 3 Units (Lecture). Letter Grade. Prerequisite: N/A. Discipline: Culinary Arts / Food Technology. (Effective Date: Fall 2025)

Primary Modifications: Catalog Description, Methods of Evaluation, Typical Texts.

VWT 31 Fall Vineyard Operations: 3 Units (2 Lecture, 1 Lab). Letter Grade. Recommended Course Preparation: VWT 10 with a minimum grade of C. Discipline: Agriculture Production. (Effective Date: Fall 2025)

Primary Modifications: Course Content, Methods of Evaluation, Typical Texts, Other Materials.

VWT 32 Spring Vineyard Operations: 3 Units (2 Lecture, 1 Lab). Letter or P/NP. Prerequisite: VWT 10 with a minimum grade of C. Discipline: Agriculture Production. (Effective Date: Fall 2025)

Primary Modifications: Course Content, Methods of Evaluation, Typical Texts, Other Materials.

VWT 33 Summer Viticulture Operations: 1 Unit (0.5 Lecture, 0.5 Lab). Letter or P/NP. Prerequisite: VWT 10 with a minimum grade of C. Discipline: Agriculture Production. (Effective Date: Fall 2025)

Primary Modifications: Measurable Objectives, Course Content, Methods of Evaluation, Typical Texts, Other Materials.

VWT 41 Fall Winery Operations: 3 Units (2 Lecture, 1 Lab). Letter or P/NP. Prerequisite: VWT 20 with a minimum grade of C. Discipline: Agriculture Production. (Effective Date: Fall 2025)

Primary Modifications: Catalog Description, Advisory Requisites, Course Content, Methods of Instruction, Assignments, Methods of Evaluation, Typical Texts, Other Materials.

VWT 42 Spring Winery Operations: 3 Units (2 Lecture, 1 Lab). Letter Grade. Prerequisite: VWT 20 with a minimum grade of C. Discipline: Agriculture Production. (Effective Date: Fall 2025)

Primary Modifications: Catalog Description, Course Content, Methods of Instruction, Assignments, Methods of Evaluation, Typical Texts, Other Materials.

VWT 45 Food and Wine Pairing: 3 Units (Lecture). Letter or P/NP. Prerequisite: N/A. Discipline: Culinary Arts / Food Technology. (Effective Date: Fall 2025)

Primary Modifications: Units, Methods of Instruction, Methods of Evaluation, Typical Texts.

VWT 47 Wine Regions/Wines of Calif: 3 Units (Lecture). Letter or P/NP. Prerequisite: N/A. Discipline: Agriculture Production. (Effective Date: Fall 2025)

Primary Modifications: Typical Texts.

VWT 55 Wine Service and Sales: 2 Units (Lecture). Letter or P/NP. Prerequisite: N/A. Discipline: Culinary Arts / Food Technology. (Effective Date: Fall 2025)

Primary Modifications: Course Content, Methods of Evaluation, Typical Texts.

David Everett presenting.

- These courses were due for standard updates, etc.
- VWT 45: Units updated 2 → 3 units (just not enough time for the amount of subject matter. People were staying late. And this is an important feeder. The College has been missing out on hours.)

Committee Comments:

- EB: For VWT 33, can we change the Effective Date to Summer 2025? > *David: Yes.*
- EB/SM: For VWT 47, can we change the title to spell out “California”?
 - o *David: Yes -- Wine Regions / Wines of California*
- EB: Why no CPL, e.g., for VWT 10? > *David explained.*
- VWT 45: Action: This (now 3 units) is attached to a degree that must be modified (Fall 2025) > *David: Yes.*

Distance Education

MUS 18A Jazz/Pop Piano 1: Fully Online – *removed “emergency only”*; Online with Flexible In-Person Component (OFI), Partially Online (PO) – *new*. (Effective Date: Fall 2025)

MUS 18B Jazz/Pop Piano 2: Fully Online – *removed “emergency only”*; Online with Flexible In-Person Component (OFI), Partially Online (PO) – *new*. (Effective Date: Fall 2025)

MUS 21A Beginning Piano: Fully Online – *removed “emergency only”*; Online with Flexible In-Person Component (OFI), Partially Online (PO) – *new*. (Effective Date: Fall 2025)

MUS 21B Intermediate Piano: Fully Online – *removed “emergency only”*; Online with Flexible In-Person Component (OFI), Partially Online (PO) – *new*. (Effective Date: Fall 2025)

MUS 22A Scoring for Film and Multimedia 1: Fully Online, Online with Flexible In-Person Component (OFI), Partially Online (PO). (Effective Date: Fall 2025)

MUS 22B Scoring for Film and Multimedia 2: Fully Online, Online with Flexible In-Person Component (OFI), Partially Online (PO). (Effective Date: Fall 2025)

MUS 35 Introduction to Music Technology: Fully Online, Online with Flexible In-Person Component (OFI), Partially Online (PO). (Effective Date: Fall 2025)

Advisory Requisites

MUS 21B Intermediate Piano: Prerequisite: MUS 21A with a minimum grade of C. (Effective Date: Fall 2025)

MUS 22A Scoring for Film and Multimedia 1: Prerequisite: MUS 35 with a minimum grade of C (may be taken concurrently); or MUS 6; or MUS 8A. (Effective Date: Fall 2025)

MUS 28 Keyboard Skills: Recommended Course Preparation: MUS 21B. Discipline: Music. (Effective Date: Fall 2025)

MUS 35 Introduction to Music Technology: Recommended Course Preparation: MUS 6 with a minimum grade of C and/or MUS 8A and/or MUS 21A. (Effective Date: Fall 2025)

VWT 41 Fall Winery Operations: Recommended Course Preparation: VWT 20 with a minimum grade of C. (Effective Date: Fall 2025)

Second Readings:

Courses

Committee Members & Invited Faculty Presenters

**All courses listed below can be taken only 1 time for credit unless otherwise noted.*

New Credit Courses

FST 68 Incident Management of the Fire Fighter Emergency: 1 Unit (0.5 Lecture, 0.5 Lab). Letter or P/NP.

Prerequisite: FST 23 with a minimum grade of C or Company Officer 2D: All-Risk Command Operations. Discipline: Fire Technology. (Effective Date: Summer 2025)

Note: SLOs to be reviewed/approved at the 02/12/2024 SLO Committee Meeting.

Advisory Requisites

FST 68 Incident Management of the Fire Fighter Emergency: Prerequisite: FST 23 with a minimum grade of C or Company Officer 2D: All-Risk Command Operations. (Effective Date: Summer 2025)

Discipline Placement

FST 68 Incident Management of the Fire Fighter Emergency: Discipline: Fire Technology. (Effective Date: Summer 2025)

Mike McQuiston presenting.

- He is presenting on behalf of Public Safety, given that Jeff (FST) teaches during this committee meeting.
- This is a new course in a series of new FST courses coming down the pike.

Committee Comments:

- CK: For prerequisite, add some verbiage? After “minimum grade of C or…” → add “successful completion of” or “must possess” Company Officer 2D...
 - o CK: We can do prereq overrides (like for EMT) / approve in batches.
- EB: Given that revisions are needed and SLOs aren’t approved yet, let’s bring this back for another reading on 3/4.

Voting Items

Committee Members

Courses

**All courses listed below can be taken only 1 time for credit unless otherwise noted.*

Modified Credit Courses

MUS 14 Jazz Workshop: 1 Unit (Lab). Letter or P/NP. Prerequisites: N/A. Repeatability: May be taken 4x. Discipline: Music. (Effective Date: Fall 2025)

Primary Modifications: Methods of Instruction, Methods of Evaluation, Texts, Other Materials.

[Table] POLI 7 Introduction to American Government: 4 Units (Lecture). Letter or P/NP. Prerequisite: N/A. Discipline: Political Science. (Effective Date: Fall 2025)

Primary Modifications: Distance Education, Grading Methods, Advisory Requisites, Measurable Objectives, Course Content, Methods of Instruction, Assignments, Methods of Evaluation, Texts.

[Table] POLI 12 Introduction to California State and Local Government: 3 Units (Lecture). Letter or P/NP. Prerequisite: N/A. Discipline: Political Science. (Effective Date: Fall 2025)

Primary Modifications: Distance Education, Grading Methods, Advisory Requisites, Measurable Objectives, Course Content, Methods of Instruction, Assignments, Methods of Evaluation, Texts, Catalog Description.

[Table] POLI 20 Comparative Government: 3 Units (Lecture). Letter or P/NP. Prerequisite: N/A. Discipline: Political Science. (Effective Date: Fall 2025)

Primary Modifications: Grading Methods, Course Content, Methods of Instruction, Assignments, Methods of Evaluation, Texts.

[Table] POLI 25 Introduction to Political Theory: 3 Units (Lecture). Letter or P/NP. Prerequisite: N/A. Discipline: Political Science. (Effective Date: Fall 2025)

Primary Modifications: Advisory Requisites, Measurable Objectives, Course Content, Methods of Instruction, Assignments, Distance Ed.

POLI 29 Independent Study, Political Science: 0.5-2 Units (Lab). Letter or P/NP. Prerequisite: N/A. Discipline: Political Science. (Effective Date: Fall 2025)

Primary Modifications: Methods of Evaluation.

[Table] POLI 30 International Relations: 3 Units (Lecture). Letter or P/NP. Prerequisite: N/A. Discipline: Political Science. (Effective Date: Fall 2025)

Primary Modifications: Advisory Requisites, Measurable Objectives, Course Content, Methods of Instruction, Methods of Evaluation, Texts.

Joanna Jen presenting.

- These courses were due for updates.

Committee Comments:

- JG: It seems that these are being rushed.
- CK: He had a conversation with her about POLI 7.
- SM: He had a discussion with her about this on 1/29 and no resolution.
 - o There are high page-counts required for papers /lots of work.
 - o They would like to have her back for a Second Reading on 3/4.

MSC:

1. **Kutil/Wing Brooks/Move to approve, but separate out POLI 7**
2. **Kutil/McElderry/Approve as amended**
3. **McElderry/Wing Brooks/Separate out the other POLI courses too (only vote on POLI 29)**

Advisory Requisites

[Table] POLI 7 Introduction to American Government: *All advisory requisites removed.* (Effective Date: Fall 2025)

[Table] POLI 12 Introduction to California State and Local Government: *All advisory requisites removed.* (Effective Date: Fall 2025)

[Table] POLI 20 Comparative Government: *All advisory requisites removed.* (Effective Date: Fall 2025)

[Table] POLI 25 Introduction to Political Theory: *All advisory requisites removed.* (Effective Date: Fall 2025)

[Table] POLI 30 International Relations: *All advisory requisites removed.* (Effective Date: Fall 2025)

MSC: Kutil/Wing Brooks/Motion to table Advisory Reqs/DE/GE Requests for POLI courses

Vote to Rescind an Item

Request that the vote on January 29, 2024 to approve CIS 12 for CSU Transfer be rescinded. This course was listed in error, and its proposed modifications, including CSU Transfer, have not been presented to the Curriculum Committee.

CSU Transfer

CIS 12 R Programming. *New Request: Transfers to CSU.* (Effective Date: Fall 2024)

MSC: Kutil/Wing Brooks/Approved (Rescinding)

Programs

Modified Credit Programs

Art History AA.T: 60 Units. TOP Code: 1001.00 – Fine Arts, General. CIP Code: 50.0101 – Visual and Performing Arts, General. (Effective Date: Fall 2025)

Primary Modifications: Course Sequence.

MSC: Kutil/Wing Brooks/Approved

Other Voting

Distance Education

[Table] POLI 7 Introduction to American Government: Fully Online (FO). (Effective Date: Fall 2025)

[Table] POLI 12 Introduction to California State and Local Government: Fully Online (FO). (Effective Date: Fall 2025)

[Table] POLI 25 Introduction to Political Theory: Online with Flexible In-Person Component (OFI) – new; Fully Online (FO) & Partially Online (PO) – removed “emergency only.” (Effective Date: Fall 2025)

New AA/AS GE Requests

[Table] POLI 25 Introduction to Political Theory: LPC GE: AA Degree – III. Humanities. (Effective Date: Fall 2025)

[Table] POLI 25 Introduction to Political Theory: LPC GE: AS Degree – III. Humanities. (Effective Date: Fall 2025)

MSC: Kutil//Wing Brooks/Motion to table Advisory Reqs/DE/GE Requests for POLI courses

Discussion Items

New Credit for Prior Learning (CPL) S.O.P.

Erick Bell, Danielle Bañuelos

See attached document.

We will review this again (The CPL team revised it since 2023) and vote on it at our 03/04/24 meeting.

Danielle Bañuelos presenting.

- Meghan → Melissa transition (as CPL coordinator), so the CPL S.O.P. was revised again. They formed a subcommittee to work on this.
 - o Faculty will be going to the CPL Team first, and then to Chair & Specialist.
- Voting on this will happen at the 3/4 CC Meeting.

Five Year Course Reviews

Erick Bell, Liz McWhorter

- It’s that time again. Liz will email the respective lists to faculty coordinators.

Reports

• Vice President’s Report

Nan Ho

- o ACCJC review required for 50% DE – she shared the 3 thresholds.
 - *CK: It would be nice if META could do this for us.*
- o Chair role (Fall 2024): Letters of interest have been received.

• Chair’s Report

Erick Bell

- o There is a spring regional curriculum committee meeting at DeAnza, and He is inviting all Committee members to attend. Registration is free.

• Articulation Officer’s Report

Craig Kutil

- o There is a CalGETC Standards meeting soon.
- o Graduate requirements for the Associate degree: FA 25, so we have time to figure out GE Patterns (He is requesting that we form a subcommittee for this – we can have non-CC members too.)

Good of the Order

Future Discussion Item request:

- What is the Curriculum Committee’s role that we expect ourselves to play (especially regarding units)?

Adjournment at 4:25 pm by Erick Bell - *Kutil/Nash/Approved*

Next Meeting: Monday, March 4, 2024

Zoom Information:

Meeting ID: 936 6521 1263 / Password: 185960 / Call-In #: 6699006833

<https://cccconfer.zoom.us/j/93665211263?pwd=eXpiVENvSG5aT2tMWkdjRlBjTG1tdz09>

NOTE FOR COMMITTEE MEMBERS ON NEW BROWN ACT REQUIREMENTS TO ATTEND VIA ZOOM:

To attend by zoom, committee members must send a request showing “just cause.” Just cause is defined as follows:

“(2) “Just cause” means any of the following:

- A. A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely. “Child,” “parent,” “grandparent,” “grandchild,” & “sibling” have the same meaning as they do in Section 12945.2.
- B. A contagious illness that prevents a member from attending in person.
- C. A need related to a physical or mental disability as defined in Sections 12926 and 12926.1 not otherwise accommodated by subdivision (g).
- D. Travel while on official business of the legislative body or another state or local agency. *Please contact Erick Bell for requests.*