



# Curriculum Committee Minutes

September 16<sup>th</sup>, 2024 | 2:30-4:30 PM | Room 21211

## 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.

## Curriculum Committee:

### Faculty/Voting:

Craig Kutil, Chair (AS) - P  
Angela Amaya (BSSL) - P  
Segal Boaz (STEM) - P  
Amanda Castelli (SS) - P  
Sue DeFuniak (PATH) - P  
Akihiko Hirose (BSSL) - P  
Christina Lee (SS) - P  
Stuart McElderry (Dean, BSSL) - A  
Dana Nakase (STEM) - P  
Marty Nash (A&H) - P  
Elizabeth Wing Brooks (A&H) - P

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

Liz McWhorter, Support (AS/Classified) - P  
Danielle Bañuelos (AS / Classified) - A  
Joel Gagnon (Dean, SS) - P  
Nan Ho (VP, Academic Services) - P  
Andrea Migliaccio (AS / Classified) - P  
So-Jin Moon (A&R / Classified) - A

**Guests:** Paula Checchi, Mike McQuiston

## Approved Minutes

1. Call to Order by Craig Kutil at 2:32 pm

2. Review and Approval of Agenda

### **MSC: Wing Brooks/Boaz/Approved**

*(Craig tabled CS 3/ CNT 7402 to bring back on 9/30, as it's missing several Modifications. Liz also noted/fixed 2 course title typos – AJ 9965 should read "Internal Affairs Investigations" and AJ 9979 should be "Basic Police Cyclist.")*

3. Review and Approval of Minutes

### **MSC: Castelli/Nakase/Approved (1 abstention)**

*Note 5.1 amended → It will be replaced with another course (per Craig).*

#### 3.1. [August 19<sup>th</sup>, 2024](#)

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 items that are not already on the agenda.)*

5. First Reading (see [Attachments](#))

#### 5.1. Course Deactivations

- AJ 1 Basic Academy Modular Level One **Fall 2025**
- AJ 74 Gangs and Drugs **Fall 2025**
- AJ 87A PC 832 Arrest **Fall 2025**
- AJ 87B PC 832 Firearms **Fall 2025**
- AJ 9954 Defensive Tactics Instructor **Fall 2025**
- AJ 9965 Internal Affairs Investigations **Fall 2025**
- AJ 9969 Firearms Instructor **Fall 2025**
- AJ 9979 Basic Police Cyclist **Fall 2025**
- AJ 9980 Rifle Marksmanship and Sniper/Observer **Fall 2025**
- AJ 9982 Patrol Rifle Instructor **Fall 2025**
- AJ 9987 Basic S.W.A.T. **Fall 2025**
- AJ 9997 Law Enforcement Academy **Fall 2025**
- AJ 9998 POST Basic Supervisory **Fall 2025**
- AMT 50 Success in Aviation Maintenance Technology **Spring 2025**
- AMT 52 Basic Science of Aviation Maintenance Technology **Spring 2025**
- AMT 52L Basic Science of Aviation Maintenance Technology Laboratory **Spring 2025**

- AMT 54 Survey of Aviation Maintenance Technology **Spring 2025**
- AMT 54L Survey of Aviation Maintenance Technology Laboratory **Spring 2025**
- AMT 60 Airframe Systems I **Spring 2025**
- AMT 60L Airframe Systems I Laboratory **Spring 2025**
- AMT 62 Airframe Systems II **Spring 2025**
- AMT 62L Airframe Systems II Laboratory **Spring 2025**
- AMT 64 Airframe Systems III **Spring 2025**
- AMT 64L Airframe Systems III Laboratory **Spring 2025**
- AMT 70 Theory of Powerplants I **Spring 2025**
- AMT 70L Theory of Powerplants I Laboratory **Spring 2025**
- AMT 72 Theory of Powerplants II **Spring 2025**
- AMT 72L Theory of Powerplants II Laboratory **Spring 2025**
- AMT 74 Advanced Powerplants I **Spring 2025**
- AMT 74L Advanced Powerplants I Laboratory **Spring 2025**
- AMT 76 Advanced Powerplants II **Spring 2025**
- AMT 76L Advanced Powerplants II Laboratory **Spring 2025**
- AMT 80 Aviation Maintenance Technology Test Preparation **Spring 2025**
- CMST 5 Reader's Theater **Fall 2025**
- ECON 5 Economic History of the US **Fall 2025**
- ENG 1AEX Critical Reading and Composition Expanded **Fall 2025**
- MUS 20A Elementary Guitar **Fall 2025**
- MUS 20B Study of Guitar **Fall 2025**
- MUS 20C Advanced Guitar **Fall 2025**

Craig Kutil presenting.

- AJ deactivations: Police Academy is now being served through Chabot College. Previous public safety programs manager thought it would come back to LPC, but it hasn't. Some haven't been offered in a while.
- AMT course & program deactivations: We don't have a facility (Livermore airport won't be sufficient) – we would need a large infusion of cash to achieve this. Because it's not in the Catalog, we put it as Spring 2025.
- CMT, ECON deactivations: These have not been offered in a long time.
- ENG 1AEX: Per Marty – We have a new model that we're using for coreq (ENG 15). It was not performing as well as they had hoped, so they are going with a new model.
- MUS: Not offered due to lack of funding and faculty.
- CSU GE & IGETC programs: Those will be replaced by Cal-GETC. Those currently enrolled have Catalog rights.

## 5.2. Program Deactivations

- Aviation Maintenance Technology: Airframe Technician, AS **Fall 2025**
- Aviation Maintenance Technology: Airframe Technician, CA **Fall 2025**
- Aviation Maintenance Technology: Powerplant Technician, AS **Fall 2025**
- Aviation Maintenance Technology: Powerplant Technician, CA **Fall 2025**
- CSU General Education Breadth, CA **Fall 2025**
- IGETC (Intersegmental General Education Transfer Curriculum), CA **Fall 2025**

## 5.3. Course Title Corrections

- VWT 47 Wines of California **Fall 2025**

Craig Kutil presenting.

- Really only the title is changing -- it was discussed in Spring, but the title change wasn't reflected.

5.4. Credit for Prior Learning Requests **Fall 2024**

- AJ 50 Introduction to Administration of Justice **Credit for Industry Recognized Training**
- AJ 55 Introduction to Correctional Science **Credit for Industry Recognized Training**
- AJ 63 Criminal Relations **Credit for Industry Recognized Training**
- AJ 66 Juvenile Procedures **Credit for Industry Recognized Training**
- AJ 68 Police Ethics and Leadership **Credit for Industry Recognized Training**
- AJ 70 Community Relations **Credit for Industry Recognized Training**

Mike McQuiston presenting.

- A statewide workgroup of subject matter experts put together a crosswalk – police academy to CCC administration of justice courses. They are testing and training specifications. Credit rec for up to 30 units applied for those who complete a basic police academy. His request varies from the norm; he wants to award credits when they receive their Post Basic cert and a min. of 10 wks of training in the field department and pass a probationary period. Also, AJ 68 is not on their crosswalk – he's done his own comparison. AJ 60 & AJ 61 will come back too, same rationale for industry-recognized training.

*Committee Comments:*

- CK: Units question: Why go through a private route and then come back to us?

> Mike: *They're doing more – it's not just credit for going through the academy, but work experience too.*

*A good number of police officers don't have their 2-year degree, so they could take advantage of this.*

- CL: So this is effective right away /the current term? > CK: Yes.

5.5. LPC Curriculum Committee Policies **Fall 2025**

- CCP 1000 Curriculum Effective Term **New**

Craig Kutil presenting.

- We started talking about this last academic year.

- Policy: He shared the draft policy.

Summary: New courses/programs & modified courses/programs will always be effective in fall, no sooner than 1 year out. DE and CPL can be made the same term. For programs, Program Maps are updated annually. Deactivations are effective no sooner than the following term in which they are approved. Exceptions can be made in consultation with Academic Services and/or Student Services.

*Committee Comments:*

- NH: She suggests making the Courses language consistent with the Programs language.

- CCP 1010 Course Review Cycle **New**

Craig Kutil presenting.

- He shared the draft policy.
- Courses are to be reviewed on a five-year cycle and updated (There is no cycle for programs).

- CCP 1020 Sunsetting Courses **Revision**

Craig Kutil presenting.

- He rewrote what we had.
- Courses not reviewed in 6+ years and courses not scheduled to be offered in the last 3 years will be sent to the relevant divisions – if they want to keep it, they need to justify why.

*Committee Comments:*

- Committee members word-smithed the justification items for clarity and consistency

- CCP 1030 General Education Philosophy **Revision**

Craig Kutil presenting.

- He took what was in the Catalog – he added Ethnic Studies to it; and updated it per the Board policy. Does anyone want to do a more thorough update? > If anyone does, let us know.

*Committee Comments:*

- JG: Bullet Pt. 4: Does our GE still do that generally (incl. focus on cultures)? > *Craig: Yes, still relevant.*

- CCP 1040 Associate Degree General Education **Revision**

Craig Kutil presenting.

- This is slightly updated.
- Local vs. transfer standards: Area 1&2: “C” or higher (anything else, “D” is ok). Cal-GETC will require C in all areas (our #1-6, of 9).
- He added Title V language that is new – standards for Oral Comms, etc. (“may be baccalaureate-level and must include...”).
- Ethnic Studies: He showed that he added Aki’s language.
- Physical activity: Added “dance.”
- Health: Added “and related disciplines.”
- Color key: Black = current LPC language; Green = CSU GE standard; and red = Title V language
- Please discuss this in your division meetings this week (especially the grade standards).
  - > We will bring it back for first reading on 9/30.

*Committee Comments:*

- JG: Pros & Cons: Match Cal-GETC & require only C’s or higher, or have a lighter standard for #7-9?

## 6. Second Reading/Voting (see [Attachments](#))

### 6.1. Course Deactivations

- POLI 26 Introduction to Gender, Sexuality, and Politics **Fall 2025**

### 6.2. Course Requisite Corrections **Fall 2025**

- [Tabled] CS 3 / CNT 7402 Red Hat Linux Administration II: **Recommended Course Preparation**
- MUS 18A Jazz/Pop Piano 1: **Recommended Course Preparation**
- VWT 32 Spring Vineyard Operations: **Recommended Course Preparation**
- VWT 33 Summer Viticulture Operations: **Recommended Course Preparation**
- VWT 41 Fall Winery Operations: **Recommended Course Preparation**
- VWT 42 Spring Winery Operations: **Recommended Course Preparation**

### 6.3. Other

- LPC Associate Degree General Education Pattern **Fall 2025**

*Craig Kutil's Note:*

Slight modification: Added Arts and Humanities

**MSC: Boaz/Wing Brooks/Approved** (tabling CS 3 / CNT 7402)

## 7. Discussion Items

### 7.1. Change “Measurable Objectives” to “Course Objectives”

- Measurable Objectives is a term we don't use outside of LPC.
- Course Objectives is being used for Common Course Numbering.
- Committee thoughts on making this change?
  - No objections.

### 7.2. Common Course Numbering

- Timeline
  - We need courses approved by our first meeting in October (AS/Bd. reports must be expedited)
  - COCI will have a rollover in Nov. wherein these templates are added /we'll only have a few days
- [Templates](#)
  - These will be reviewed at the same time as GE review
  - They don't want us doing anything that is considered a substantial change for COCI (e.g., units)
  - PSYC: This is the only one we don't have to create a new course prefix for.
  - There is a specific title & catalog description we must use (we cut and paste).
  - Advice to faculty: Make sure you still add what a UC professor would want to see (in addition to the CCCCCO-required language), so we can argue that our CCC courses should still transfer to the UC.
- Guidelines

### 7.3. Requisite Validation

- New areas
- Remove results of Skills Analysis from COR

Craig Kutil presenting.

- We don't need Skills Analysis on the COR for most courses; it's already been done at the State level.
- No one else has the skills analysis listed on the COR, not even Chabot College.
  - > No objections.

### 7.4. Associate Degree GE Course Evaluation

Craig Kutil presenting.

- Most of it does not change.
- We will look at this once we approve the Standards.

## 8. Reports

### 8.1. Vice President's Report

- The Addendum is now published.
- Catalog Kickoff has happened. Note that there's an online version & PDF print version. Lots of changes still happen in spring. We're going to do the online version to capture everything we've done so students can sign up; early fall: publish PDF print. GE and ADT approvals are always behind.
- Announcement about Liz's promotion, moving over to Chabot College in October.

### 8.2. Chair's Report

- He sent the Sunset List, and he's going to start deactivating.

### 8.3. Articulation Officer's Report

- He has a meeting on Wednesday with the Chair of the Standards Committee -- hopefully some good changes to Cal-GETC standards will be coming down the pike.

## 9. Good of the Order

## 10. Adjournment by Craig Kutil at 4:35 pm - **Boaz/Amaya/Approved**

- Next Regular Meeting: **September 30<sup>th</sup>, 2024**