



Curriculum Committee Minutes

September 30th, 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) - A
Segal Boaz (STEM) - P
Amanda Castelli (SS) - A
Sue DeFuniak (PATH) - A
Akihiko Hirose (BSSL) - P
Christina Lee (SS) - P
Stuart McElderry (Dean, BSSL) - P
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

Draft Minutes

1. Call to Order by Craig Kutil at 2:39 pm
 2. Review and Approval of Agenda
MSC: Wing Brooks/Boaz/Approved
(*Tabling Viticulture items [First Reading] – need to update Program Maps*)
 3. Review and Approval of Minutes
3.1. [September 16th, 2024](#)
MSC: Wing Brooks/McElderry/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 items that are not already on the agenda.*)
 5. First Reading (see [Attachments](#))
 - 5.1. Course Modifications
 - AJ 60 Criminal Law **Fall 2025**
 - AJ 61 Evidence **Fall 2025**
 - COMM C1000 Introduction to Public Speaking **Fall 2025**
 - CS 3 / CNT 7402 Red Hat Linux Administration II **Fall 2025**
 - ENGL C1000 Academic Reading and Writing **Fall 2025**
 - ENGL C1001 Critical Thinking and Writing **Fall 2025**
 - MUS 38 Applied Lessons **Fall 2025**
 - POLS C1000 American Government and Politics **Fall 2025**
 - PSYC C1000 Introduction to Psychology **Fall 2025**
 - STAT C1000 Introduction to Statistics **Fall 2025**
- Craig Kutil presenting.
- AJ: Mike was at the last CC meeting and talked about AJ. Since then, he added language to talk about equity. 60 & 61 weren't ready last time.
 - Note that when you're looking at courses, equity language we're concerned with is what's in the course outline and catalog description.
 - Common Course Numbering begins! COMM, ENGL, POLS, PSYC, & STAT ("C" in front of the course number stands for "Common course number")
 - Note that he won't know if they can remove the "Methods of formative and summative evaluation are" [scripted language] from CORs until Nov.
 - Process: For cross-listed courses, we only need to update 1 (not 2). Source is updated; Chair syncs in CNET after source goes thru approval.
 - DE: Evaluation methods should fit the regular evaluation methods piece

Committee Comments:

- EWB: Who worked on this? > CK: CMST faculty did this; CK looked through it.
- SB: CNET "Is this shared by Chabot?" – What do we do here? > CK: We'll be removing this.
- What's key for each review? > CK: "Do the measurable objectives & content align?"

5.2. Course Deactivations

- ANTR 5 Cultures of the U.S. in a Global Perspective **Fall 2025**
- GDDM 63 Website/Multimedia Production **Fall 2025**

5.3. Program Modifications

- Administration of Justice, AA **Fall 2025**
- Administrative Assistant, AA **Fall 2025**
- Administrative Assistant, CA **Fall 2025**
- Artificial Intelligence, CA **Fall 2025**
- Athletic Training/Sports Medicine, CA **Fall 2025**
- Business Administration 2.0, AS-T **Fall 2025**
- Business Entrepreneurship, AA **Fall 2025**
- Business Entrepreneurship, CA **Fall 2025**
- Business Workforce Proficiency, CA **Fall 2025**
- Computational Biology, AA **Fall 2025**
- Computational Biology, CA **Fall 2025**
- [Tabled] Enology, AS **Fall 2025**
- [Tabled] Enology, CA **Fall 2025**
- Environmental Studies, AA **Fall 2025**
- Marketing, AA **Fall 2025**
- Marketing, CA **Fall 2025**
- Occupational Safety and Health, AS **Fall 2025**
- Political Science, AA-T **Fall 2025**
- Retailing, CA **Fall 2025**
- Sociology, AA-T **Fall 2025**
- Supervisory Management, CA **Fall 2025**
- [Tabled] Viticulture, AS **Fall 2025**
- [Tabled] Viticulture, CA **Fall 2025**
- [Tabled] Wine Hospitality, CA **Fall 2025**

Craig Kutil presenting.

- Administration of Justice AA: Some course deactivations
- Admin Asst AA, CA: It's very high-unit (64 → 68). It was mainly updated because 74 had a title change.
- Artificial Intelligence CA: STAT
- Business Admin 2.0 AS-T: BUSN 18, STAT
 - > Action: We need to add a whole Statistics section to Catalog for this.
- Business Entrepreneurship: COMM etc.

- Business Workforce Proficiency CA: Moved PSLOs etc. (*Chris Lee noted there was a BUSN course that may need to be removed – she will talk to Rajeev about that.*)
- Computational Biology: STAT etc.
- Environmental Studies AA: Updating BIO 30 etc. (things having to do with ENG 1A)
- Marketing AA: BUSN 18, COMM, etc.
- Marketing CA: COMM
- Occupational Safety & Health AS: STAT
- Political Science AA-T: Different plan for the degree (not significant enough to justify a “2.0”) – Core change, STAT, etc.
- Retailing CA: COMM
- Sociology AA-T: TMC changed a bit. STAT added etc.
- Supervisory Management CA: BUSN 18

5.4. LPC Curriculum Committee Policies

- CCP 1000 Curriculum Effective Term **New**
- CCP 1040 Associate Degree General Education **Revision**

Committee Comments:

- JG: He thinks we should align with Chabot RE: grading policy. We share a lot of students!
- CL: We want to keep ENGL 1000 (1A) at a C or better, per the Counseling office.

5.5. New Prefixes **Fall 2025**

- COMM **Communication Studies**
- ENGL **English**
- POLS **Political Science**
- STAT **Statistics**

Craig Kutil presenting.

- Don't use the new prefixes for anything else yet. We're waiting to hear about banded courses, etc.

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

6.1. 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**

6.2. Course Title Corrections **Fall 2025**

- VWT 47 Wines of California

6.3. 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**

6.4. 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**

6.5. LPC Curriculum Committee Policies

- CCP 1010 Course Review Cycle **New**
- CCP 1020 Sunseting Courses **Revision**
- CCP 1030 General Education Philosophy **Revision**

MSC: Wing Brooks/Boaz/Approved

7. Discussion Items

7.1. [2024 Fall Curriculum Regional Meeting - North](#)

- Saturday, Nov. 16, at Merritt College in Oakland, 9a-3p, free (Academic Services can cover mileage)
 - Lots of topics being covered; it's good for Curriculum voting members & Curriculum Specialist

7.2. [Common Course Numbering](#)

- Student Guidance/Advising
 - How do we message the CCN change to students? Ex: Searching for/finding classes. Who will let folks know? Team effort: Marketing team messaging, Schedule content, Catalog content, etc.
 - Ellucian is working on this – we may make it more like major codes for programs
 - 20 and 50 more CCN's coming down the pike
- Catalog/Website Language
 - Action: We need to add a section on CCN to the 2025-26 Catalog (what it is & what it is not).

8. Reports

8.1. Vice President's Report

- If you want to attend the Curriculum Regional Meeting on Saturday, November 16th, let Nan know.
- Thanks again to Liz for her collaboration with folks and for the great succession planning.

8.2. Chair's Report

- There is a lot more is coming through, and our next meeting is already next Monday 10/7.

8.3. Articulation Officer's Report

- Environmental Science / he was with FDRG earlier. Small change to the current TMC so colleges that offer it now can still offer it. The C-ID Chair let us know something that we had not really thought about – like deferring Cal-GETC for STEM, possibly going to 66 units (need to be able to get it in 54 units after transfer). He submitted things last week -- social justice studies, Chicano/a Studies, etc.

9. Good of the Order – Nan: Thanks, Craig, for your great leadership!

10. Adjournment by Craig Kutil at 4:38 pm - **Lee/Boaz/Approved**

- Next Regular Meeting: **October 7th, 2024**