



## Curriculum Committee

### AGENDA

September 20, 2018

12:30 pm

Berger Faculty Innovation Center

**Members (13):** J. Learned (Chair); P. Stegeman (Business & Applied Technology), S. Cooper (General Counseling), D. Greene (Kinesiology/ECE), E. Benavides (Social Sciences), J. An-Dunning (Library & Learning Resources), S. Gaete (Nursing & Health Sciences), A. Garcia (Adjunct), R. Guinn (Sciences & Engineering), L. Jackson (Arts & Media), J. Matthews (Math & Computer Science), V. Rossi Dean (Communication & Humanities), K. Hoang (Student Services/Special Programs)

**Ex-Officio (non-voting):** M. Jasso (Articulation Officer), J. Baker (VP Student Learning), (Student Representative)

**Staff:** J. Magbuhat (Curriculum & Catalog Specialist), A. Simmons (Curriculum & Catalog Specialist), C. Contopoulos (Recorder)

1. **Call to Order and Presence of a Quorum**
2. **Public Comments**
3. **Approval of Agenda**
4. **Approval of September 4, 2018 Minutes**
5. **Action** – Majority 7
  - I. COURSES AND PROGRAMS – 1<sup>ST</sup> READING

#### **A. New Course Codes/Subjects**

##### **1. AIS Applications and Information Systems**

*Computer Information Systems is an industry that has diversify its niche. The chancellor's office has established two different pathways for information systems. The technical, or IT pathway, and the Business Information pathway. We are aligning our programs to that recommendation. Therefore, we are separating the pathways in Computer Information Systems and using different designations for it. Our CIS designation will remain in place for the IT technology Pathway and transferable courses to four year universities. However, a new AIS designation has been created to lead the Business Pathway of Information Systems. This new designation will be used in cross disciplinary certifications to satisfy the skills demand in the Coachella Valley. A whole new program will be developed for an associates in Applications and Information Systems as well.*

##### **2. FILM Film**

*By creating the FILM course code, we will properly identify all of our film courses and make them easier for students to find. This is especially important now that we offer two certificates and two degrees in Film Production.*

##### **3. ENGT Engineering Technology (reactivation)**

*Reactivation of the ENGT course code to accommodate new degree and certificates to be offered (degree in Engineering Technology and certificates in Robotics, Automation and Electronics). The degree and certificates are aimed at students who have an interest in engineering but may not have the mathematical and scientific fortitude. The program is a Career and Technical Education program that aims to prepare students for employment immediately upon completion or to allow for transfer to a four-year university. Labor market statistics also indicate that there are many opportunities for employment in these fields.*

**B. New Courses:**

**1. AIS 007A            Introductory Excel**

*Advisory: AIS 005*

*Modality: 100% online & Face-to-Face*

*Class Size Maximum: 28*

*Name of Approved Programs:*

**Team Discussion**

- I.     Requisites and Entrance Skills
- II.    Course Content and Units
- III.   Methods of Instruction and Evaluation
- IV.    Articulation, GE's and Coding

**2. AIS 007B            Advanced Excel**

*Prerequisite: AIS 007A or CIS-010*

*Modality: 100% online & Face-to-Face*

*Class Size Maximum: 28*

*Name of Approved Programs:*

**Team Discussion**

- V.     Requisites and Entrance Skills
- VI.    Course Content and Units
- VII.   Methods of Instruction and Evaluation
- VIII.   Articulation, GE's and Coding

**3. ESYS 011            Residential Solar Surveying and Planning**

*Prerequisite/Advisory: None*

*Class Size Maximum: 36*

**Team Discussion**

- i.     Requisites and Entrance Skills
- ii.    Course Content and Units
- iii.   Methods of Instruction and Evaluation
- iv.    Articulation, GE's and Coding

**4. ESYS 011L          Solar Site Planning Project Lab**

*Advisory: ESYS 011*

*Class Size Maximum: 20*

**Team Discussion**

- i.     Requisites and Entrance Skills
- ii.    Course Content and Units
- iii.   Methods of Instruction and Evaluation
- iv.    Articulation, GE's and Coding

**5. ESYS 012            Residential Solar Installation**

*Prerequisite/Advisory: None*

*Class Size Maximum: 25*

**Team Discussion**

- i.     Requisites and Entrance Skills
- ii.    Course Content and Units
- iii.   Methods of Instruction and Evaluation
- iv.    Articulation, GE's and Coding

**6. ESYS 034            Lighting Efficiency Technology**

*Advisory: ESYS 002 & ESYS 005*

*Class Size Maximum: 30*

**Team Discussion**

- v.     Requisites and Entrance Skills
- vi.    Course Content and Units
- vii.   Methods of Instruction and Evaluation
- viii.   Articulation, GE's and Coding

7. **FILM 095A** **Film Work Experience**

*Prerequisite/Advisory: None*

*Class Size Maximum: 23*

**Team Discussion**

- i. Requisites and Entrance Skills
- ii. Course Content and Units
- iii. Methods of Instruction and Evaluation
- iv. Articulation, GE's and Coding

**C. Course Modifications:**

1. **AIS** ~~CIS~~ 002 Microsoft Outlook

*Change designator from CIS to AIS, update objectives, SLOs, and complete DE checklist.*

2. **AIS** ~~CIS~~ 003 Introduction to Microsoft Word

*Change designator from CIS to AIS, update textbook, and complete DE checklist.*

3. **AIS** ~~CIS~~ 005 Computer Survival Skills

*Change designator from CIS to AIS, update catalog description, SLOs, text and complete DE checklist.*

4. **AIS** ~~CIS~~ 006 Business Research

*Change designator from CIS to AIS, and complete DE checklist.*

5. **AIS** ~~CIS~~ 011 Current Topics in Technology

*Change designator from CIS to AIS, and complete DE checklist.*

6. **AIS** ~~CIS~~ 012 Professional Office Procedures

*Change designator from CIS to AIS, and complete DE checklist.*

7. **AIS** ~~CIS~~ 017 Business Data Management ~~with Microsoft Access~~

*Change designator from CIS to AIS, modify course title, remove hybrid modality, and complete DE (100% Online) checklist.*

**Team Discussion**

Requisites and Entrance Skills

Course Content and Units

Methods of Instruction and Evaluation

Articulation, GE's and Coding

8. **BUMA 028** ~~Small Business/Entrepreneurship~~ **Entrepreneurship and Innovation**

*Change title, change class size from 45 to 35; modify catalog description, course content, method of instruction/evaluation, and assignments.*

**Team Discussion**

Requisites and Entrance Skills

Course Content and Units

Methods of Instruction and Evaluation

Articulation, GE's and Coding

9. **FILM 001** Introduction to Film (*formerly RTV 006*)

*Change from ~~RTV-006~~ to FILM 001. Update objectives, SLOs, and complete DE checklist.*

10. **FILM 002A** Film Production I: Basic Film Production (*formerly RTV 010A*)

*Change from ~~RTV-010A~~ to FILM 002A, change TOP code from: ~~060400 (Radio & Television)~~ to 061220 (Film Production), and change class size max from 45 to 24.*

11. **FILM 002B** Film Production II: Advanced Film Production (*formerly RTV 011A*)

*Change from ~~RTV-011A~~ to FILM 002B, change TOP code from: ~~060400 (Radio & Television)~~ to 061220 (Film Production), and change class size max from 45 to 24.*

12. **FILM 002C** Film Production III: Capstone (*formerly RTV 012*)

*Change from ~~RTV-012~~ to FILM 002C, and change class size max from 25 to 24.*

13. **FILM 003** Screenwriting (formerly RTV 009)  
Change from ~~RTV-009~~ to FILM 003, add Distance Education modality, and change class size max from ~~25~~ to 24.
  14. **FILM 004** Cinematography (formerly RTV 013)  
Change from ~~RTV-013~~ to FILM 004, and change class size max from ~~25~~ to 24.
  15. **FILM 005** On-Camera Acting Voice Over (formerly RTV 014)  
Change from ~~RTV-014~~ to FILM 005, and remove TA 002 as an advisory.
  16. **FILM 006** Documentary Film Making (formerly RTV 015)  
Change from ~~RTV-015~~ to FILM 006.
  17. **FILM 007** Contemporary World Film (formerly RTV 008)  
Change from ~~RTV-008~~ to FILM 007 and change short title from: ~~CONTEMP~~ WORLD FILM to: WORLD FILM.
- Team Discussion**  
Requisites and Entrance Skills  
Course Content and Units  
Methods of Instruction and Evaluation  
Articulation, GE's and Coding
18. **MUS 003** Music Theory III  
Add Distance Education (Hybrid) modality.

- Team Discussion**  
Requisites and Entrance Skills  
Course Content and Units  
Methods of Instruction and Evaluation  
Articulation, GE's and Coding

#### D. New Program

##### 1. **BUILDING & ENERGY SYSTEMS PROFESSIONALS (BESP) AS DEGREE**

The Building Energy Systems Professional Associates of Science Degree is developed to offer students a broad overview of the energy conservation industry and includes cross-disciplinary courses in Energy Systems, Heating Ventilation and Air Conditioning, Architecture, Computer Information Systems, and Building Inspection Technology. The completion of the **Building Energy Systems Professional AS** degree is especially advantageous for the student who has the goal to obtain leadership positions. Electives are selected to support a concentration on industry specialties. Students will have the option to focus on particular energy sectors by choosing from various depths of study: Solar Systems, Building Control Systems Building Operator, Advanced Lighting Systems, or Zero Net Energy (ZNE) Technician. The student may choose their elective based on their immediate energy other defined degrees within the ZNE industry. Students will have the technical background that can lead to multiple industry-recognized credentials and careers as an Energy Auditor, Energy Consultant, ZNE Technician, HVACR Technician, Facility Management, Construction Management, and Solar Residential Technician.

##### **Required Core Courses (17 units)**

ESYS 004	Industrial Calculations .....	3
ESYS 005	Zero Net Energy Building Science.....	4
BIT 024	California Energy Codes .....	3
ARCH 011	Architectural Blueprint Reading .....	3
CIS 012	Professional Office Procedures .....	3
ESYS 095A	Energy Systems Technology Work Experience.....	1
<b>Required Core Courses Subtotal .....</b>		<b>17</b>

##### **Supporting Degree Electives .....** 23

Choose a minimum of 23 units from below. Students may choose a specialty by taking selected grouped courses.

**Required Courses for Specialty in Building Automation Control**

ACR 060	Air Conditioning & Refrigeration I.....	3
ACR 064	Air Conditioning & Refrigeration Electricity I.....	3
ACR 065	Air Conditioning & Refrigeration Electricity II.....	3
ACR 076	Facilities Maintenance - Chillers.....	3
ACR 090	Building Automation Fundamentals.....	3
ACR 091	Advanced Building Control Networks.....	3
ACR 092	Advanced Building Automation Networks & Programming.....	3

**Required Courses for Specialty in Building Commissioning Technician**

ACR 075	HVACR Systems Design.....	3
ACR 084	Boiler and Hydronic Heating.....	3
ACR 090	Building Automation Fundamentals.....	3
ACR 091	Advanced Building Control Networks.....	3
BIT 020	California Mechanical Codes.....	2
BIT 040	California Electrical Codes.....	2
ESYS 002	Electricity and Electrical Theory.....	3
ESYS 006	Fundamentals of Building Commissioning.....	3
ESYS 035	Advanced Lighting Controls.....	3

**Required Courses for Specialty in Building Energy Consultant**

ACR 075	HVACR Systems Design.....	3
ACR 077	Energy Conservation Methods for HVACR.....	3
ARCH 011	Architectural Blueprint Reading.....	3
BIT 020	California Mechanical Codes.....	2
BIT 024	California Energy Codes.....	3
ESYS 004	Industrial Calculations.....	3
ESYS 005	Zero Net Energy Building Science.....	4
ESYS 021	Residential Energy Modeling.....	3
ESYS 022	Residential Energy Modeling Design Project (ESYS-Res2).....	2

**Required Courses for Specialty in Building Inspection Technology**

BIT 010	California Building Codes.....	4
BIT 020	Building & Mechanical Codes.....	2
BIT 024	California Energy Codes.....	3
BIT 025	California Residential Codes.....	3
BIT 026	Building II & Fire Codes.....	3
BIT 030	Building & Plumbing Codes.....	2
BIT 040	Building & Electrical Codes.....	2
ARCH 002	Materials of Construction.....	4
ARCH 011	Architectural Blueprint Reading.....	3

**Required Courses for Specialty in Applied Construction Technology**

ACT 020	Introduction to Construction Technology.....	3
ACT 021	Site Preparation and Layout.....	1
ACT 022	Concrete and Formwork.....	1
ACT 023	Framing Carpentry.....	4
ACT 024	Roofing Applications.....	2
ACT 025	Thermal and Moisture Protection.....	1
ACT 026	Drywall Installation and Finish.....	1
ACT 027	Exterior Finish.....	1
ACT 028	Finish Carpentry.....	4
ACT 029	Masonry Fundamentals.....	2
ACT 030	Plumbing Fundamentals.....	3

ACT 031	Electrical Fundamentals .....	3
<b>Required Courses for Specialty in Construction Management</b>		
ARCH 001	Introduction to Architectural Professions.....	3
ARCH 002	Materials of Construction .....	4
ARCH 003A	Architectural Practice I.....	3
ARCH 011	Architectural Blueprint Reading .....	3
BIT 010	California Building Codes .....	4
BIT 026	Building II & Fire Codes .....	3
CM 001	Introduction to Construction Management.....	2
CM 002	Intro to Urban Planning.....	3
DRA 002	AutoCAD .....	4
<b>Required Courses for Specialty in Green HVAC Residential</b>		
ACR 060	Air Conditioning & Refrigeration I.....	3
ACR 061	Air Conditioning & Refrigeration II.....	3
ACR 064	Air Conditioning & Refrigeration Electricity I .....	3
ACR 065	Air Conditioning & Refrigeration.....	3
ACR 075	HVACR Systems Design .....	3
ACR 077	Energy Conservation Methods for HVACR .....	3
ACR 078	Safe Refrigerant Handling & Management .....	3
ACR 080	Gas Heating .....	3
ACR 083	All Weather Heating & Cooling Systems .....	3
<b>Required Courses for Specialty in Green HVAC Commercial</b>		
ACR 060	Air Conditioning & Refrigeration I .....	3
ACR 061	Air Conditioning & Refrigeration II .....	3
ACR 064	Air Conditioning & Refrigeration Electricity I .....	3
ACR 065	Air Conditioning & Refrigeration Electricity II .....	3
ACR 075	HVACR Systems Design .....	3
ACR 076	Facilities Maintenance - Chillers .....	3
ACR 077	Energy Conservation Methods for HVACR .....	3
ACR 078	Safe Refrigerant Handling & Management .....	3
ACR 083	All Weather Heating & Cooling Systems .....	3
ACR 084	Boiler & Hydronic Heating .....	3
ACR 090	Building Automation Fundamentals .....	3
BIT 020	California Mechanical Codes .....	2
<b>Required Courses for Specialty in Facilities Operations Technician</b>		
ACR 060	Air Conditioning & Refrigeration I .....	3
ACR 064	Air Conditioning & Refrigeration Electricity I .....	3
ACR 065	Air Conditioning & Refrigeration Electricity II .....	3
ACR 076	Facilities Maintenance - Chillers .....	3
ACR 078	Safe Refrigerant Handling & Management .....	3
ACR 083	All Weather Heating & Cooling Systems .....	3
ACR 084	Boiler & Hydronic Heating .....	3
ACR 090	Building Automation Fundamentals .....	3
ARCH 011	Architectural Blueprint Reading .....	3
ACT 030	Plumbing Fundamentals .....	3
<b>Required Courses for Specialty in Lighting and Controls Technology</b>		
ESYS 001	Energy Generation & Distribution Industry .....	3
ESYS 002	Electricity & Electrical Theory .....	3
ESYS 004	Industrial Calculations .....	3

ESYS 033	Residential House Electrical Wiring .....	3
<b>ESYS 034</b>	<b>Lighting Efficiency Technology .....</b>	<b>3</b>
ESYS 035	Advanced Lighting Controls .....	3
ESYS 095A	Energy Systems Technology Work Experience .....	1

**Required Courses for Specialty in Residential Solar**

ACT 024	Roofing Applications .....	2
ESYS 001	Energy Generation & Distribution Industry .....	3
ESYS 002	Electricity & Electrical Theory .....	3
<b>ESYS 011</b>	<b>Residential Solar Surveying and Planning .....</b>	<b>3</b>
<b>ESYS 011L</b>	<b>Solar Site Planning Project Lab .....</b>	<b>1</b>
<b>ESYS 012</b>	<b>Residential Solar Installation .....</b>	<b>4</b>
ESYS 033	Residential House Electrical Wiring .....	3
ESYS 095A	Energy Systems Technology Work Experience .....	1

**Required Courses for Specialty in Power Generation and Distribution**

ESYS 001	Energy Generation & Distribution Industry .....	3
ESYS 002	Electricity & Electrical Theory .....	3
ESYS 003	Energy Systems Technology .....	3
ESYS 004	Industrial Calculations .....	3
BUMA 032	Human Relations in the Workplace .....	3
NR 001	Conservation of Natural Resources .....	3
ACR 077	Energy Conservation Methods for HVACR .....	3

**Required Courses for Specialty in Zero Net Energy Technology**

ACR 075	HVACR Systems Design .....	3
ACR 077	Energy Conservation Methods for HVACR .....	3
ARCH 002	Materials of Construction .....	4
ESYS 001	Energy Generation & Distribution Industry .....	3
ESYS 002	Electricity & Electrical Theory .....	3

Required Core Subtotal.....	17
Specialty Subtotal .....	23
COD General Education Pattern .....	18
Kinesiology Activities .....	2
<b>DEGREE TOTAL</b> .....	<b>60</b>

**2. LIGHTING AND CONTROLS TECHNOLOGY CERTIFICATE OF ACHIEVEMENT**

Lighting and Controls Technology certificate provides training and preparation for industry recognize credential to electricians, contractors, acceptance test technicians, building operators, and managers. The training helps the electrical industry increase the use of energy-saving lighting controls in commercial buildings and ensuring they are properly installed and commissioned for maximum effectiveness.

**Required Courses**

ESYS 001	Energy Generation & Distribution Industry .....	3
ESYS 002	Electricity & Electrical Theory .....	3
ESYS 004	Industrial Calculations.....	3
ESYS 033	Residential House Electrical Wiring .....	3
<b>ESYS 034</b>	<b>Lighting Efficiency Technology.....</b>	<b>3</b>
ESYS 035	Advanced Lighting Controls .....	3
ESYS 095A	Energy Systems Technology Work Experience .....	1
<b>CERTIFICATE TOTAL.....</b>	<b>19</b>	

**3. RESIDENTIAL SOLAR CERTIFICATE OF ACHIEVEMENT**

The Residential Solar Certificate of Achievement is developed to prepare the students for careers in the field of

renewable energy, focusing on solar energy technology. Graduates will be prepared for careers in design, installation, and repairing solar energy systems. Graduates will also be prepared to work with architects and engineers who consult, design, and guide solar installations, solar thermal, and battery storage projects.

**Required Courses**

ACT 024	Roofing Applications .....	2
ESYS 001	Energy Generation & Distribution Industry .....	3
ESYS 002	Electricity & Electrical Theory .....	3
<b>ESYS 011</b>	<b>Residential Solar Surveying and Planning .....</b>	<b>3</b>
<b>ESYS 011L</b>	<b>Solar Site Planning Project Lab.....</b>	<b>1</b>
<b>ESYS 012</b>	<b>Residential Solar Installation.....</b>	<b>4</b>
ESYS 033	Residential House Electrical Wiring .....	3
ESYS 095A	Energy Systems Technology Work Experience .....	1
<b>CERTIFICATE TOTAL</b>	<b>.....</b>	<b>20</b>

**E. Program Modification**

**1. ~~ENERGY SYSTEMS TECHNOLOGY~~ POWER GENERATION AND DISTRIBUTION CERTIFICATE OF ACHIEVEMENT**

The Power Generation and Distribution Certificate ~~The Energy Systems Technology~~ Certificate of Achievement will provide students with the knowledge and ~~and~~ skills necessary for an entry-level position in the power generation industry ranging from small stand-alone systems designed for minimal single electrical load devices to centralized utility-scale utility scale operations designed to provide power to large regions supporting residential, commercial and/or industrial customers. Students will gain foundational skills in both the conceptual and practical side of power generation as well as an overview of the current electrical infrastructure including: Centralized Power Generation Stations, Distributed Power Generation, Transmission Systems, Distribution Systems, Switchyards, Switchyards and Sub-stations. Upon completion of the core courses, the students are given several elective course options to provide a measure of flexibility in the determination of the student’s occupational path. Elective courses cover fundamental skills in natural resources, business, alternative transportation, construction technology, HVAC, design and earth sciences.

**Required Courses**

ESYS 001	Energy Generation & Distribution Industry.....	3
ESYS 002	Electricity & Electrical Theory.....	3
ESYS 003	Energy Systems Technology .....	3
ESYS 004	Industrial Calculations .....	3
BUMA 032	Human Relations in the Workplace.....	3
NR 001	Conservation of Natural Resources .....	3
ACR 077	Energy Conservation Methods for HVACR .....	3

**Electives-** Select 3-4 units from the following .....

NR 001L	Conservation of Natural Resources Lab .....	1
BUMA 010	Introduction to Business.....	3
AUTO 045A	Intro to Alternative Fuel Vehicles .....	2
ACT 020	Intro to Construction Technology.....	3
DRA 001	Technical Drafting I.....	3
G 010	The Earth Sciences.....	4
PH 001	Introductory Physics .....	4
ESYS 095A	Energy Systems Technology Work Experience .....	1-2

*(Maximum of 2 units may be used for work experience)*

Required Subtotal	.....	21
Electives Subtotal	.....	3
<b>CERTIFICATE TOTAL</b>	<b>.....</b>	<b>24-25</b>

**2. BASIC FILM PRODUCTION CERTIFICATE OF ACHIEVEMENT**

**Required Core (12 units)**

FILM 001 <del>RTV-006</del>	Introduction to Film .....	3
FILM 002A <del>RTV-010A</del>	Film Production I: Basic Film Production .....	3
FILM 002B <del>RTV-011A</del>	Film Production II: Advanced Film Production.....	3
FILM 003 <del>RTV-009</del>	Screenwriting .....	3



**Electives (6 units)**

MC 001	Introduction to Mass Media .....	3
J 003A	News Reporting & Writing .....	3
ART 031	Digital Photography .....	3
or DDP 030	Digital Photography (3)	
BUMA 027	Marketing .....	3
<b>CERTIFICATE TOTAL</b> .....		<b>18</b>

**6. Information/Discussion**

6.1 Page approval process, Curriculum Inventory Management (CIM)

**7. Good of the Order**

**8. Adjournment**

**NEXT MEETING *October 2, 2018***