

Curriculum Committee**AGENDA****March 5, 2019****12:30pm****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): J. Baker (VP Student Learning), M. Jasso (Articulation Officer), C. Voyu (OAC Representative), E. Calderon (Student Representative)

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

- I. Call to Order and Presence of a Quorum (7)**
- II. Public Comments**
- III. Approval of Agenda**
- IV. Approval of February 21, 2019 Minutes**
- V. Action – Majority–8**

A. CONSENT:

New Courses and Programs and/or Substantive Changes to Courses and Programs/2nd Reading

1. Course Modifications:

- a. **A 001** Descriptive Astronomy
Add online modality and complete Distance Education checklist.
- b. **CH 001A** General Chemistry I
- c. **CH 001B** General Chemistry II
- d. **CH 003** Introductory General Chemistry
CID Alignment: Update textbook and catalog description.

2. CODE ALIGNMENT PROJECT

- a. BIW Certificate of Achievement
- b. BIW-Manager Certificate of Achievement
- c. AIS 002 Microsoft Outlook
- d. AIS 003A Introductory Microsoft Word
- e. AIS 004A Introductory PowerPoint
- f. AIS 005 Computer Survival Skills
- g. AIS 006 Business Research
- h. AIS 007A Introductory Excel
- i. AIS 007B Advanced Excel
- j. AIS 011 Current Topics in Technology
- k. AIS 012 Professional Office Procedures
- l. AIS 017 Business Data Management

~~Change TOP Code from: 070200-Computer Information Systems to: 051400-Office Technology/Office Computer Applications and CIP Code from: 11.0103-Information Technology to: 52.0401-Administrative Assistant and Secretarial Science, General.~~

B. ITEMS PULLED FROM CONSENT AGENDA (if need be)

C. 2nd READING FOR ITEMS WITH CHANGES MADE AFTER 1st READING (NOT ON CONSENT)

D. COURSES AND PROGRAMS – 1ST READING

1. NEW COURSE

- a. HS 068** Pharmacy Technician (4 units)
Class size maximum: **23**
Prerequisite: HS 065, HS 067, & HS 074; **Advisory:** MATH 060 & ENG 061

Originator: Kurt Spurgin

Team Discussion

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

2. COURSES MODIFICATIONS

- a. AIS 072** Microsoft Excel
*Change course code from ~~CIS 072d~~ to AIS 072D; change TOP Code **from:** 070200 ~~Information Systems~~ to: 051400 Office Admin Asst. & Secretarial Science, General; change CIP Code **from:** ~~11-0103 Information Systems~~ to: 52.0401 Office Technology/Office Computer Applications; add Office Technologies to the Discipline List; remove Prerequisite: CIS 010 or BUAC 050; add Advisory: AIS 005; change textbook and SLOs; and complete DE checklist.*

Originator: Pablo Romero

Team Discussion

- Requisites and Entrance Skills
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- Articulation, GE's and Coding

- b. BFFA 063A** Basic Fire Fighter I Academy (Part 1)
Update textbooks and materials fees based on the changes in State training requirements.

Originator: Walter Holloway

Team Discussion

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

- c. BI 013** Human Anatomy and Physiology I
Textbook update.

Originator: Michael Silveira

Team Discussion

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

- d. HS 064** Nurse Assistant
Textbook update.

Originator: Lisa Kinsey

Team Discussion

- Requisites and Entrance Skills
- Course Content and Units
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- e. N 001** Basic Concepts in Nursing Practice (*Materials fee: \$80-\$120*)
f. N 002 Nursing Practice for Commonly Occurring Alterations in Health (*Materials fee: \$70-\$110*)
g. N 003A Concepts of Nursing Practice - Complex Alterations in Health (*Materials fee: \$80-\$120*)
Update material fees.

Originator: Sarah Fry

Team Discussion

- Requisites and Entrance Skills
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- h. NR 021** Introduction to Geographic Information Systems **C-ID GEOG 155** (to be submitted)
CID Alignment: Update course content, objectives, and textbook.

Originator: Kurt Leuschner

Team Discussion

- Requisites and Entrance Skills
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- Methods of Instruction and Evaluation
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- i. WELD 011A** Introduction to Shielded Metal Arc Welding
To align with AWS SENSE and create a sequence of courses that lead to an entry-level welder certificate demonstrating proficiency in welding and providing career options for students.

Originator: Brian Thompson

Team Discussion

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

- j. BI 014** Human Anatomy and Physiology II
Textbook update.

Originator: Guiseppe Vezzoli

Team Discussion

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

E. 2019-2020 Curriculum Timeline

VI. Information/Discussion

- A. Code Alignment Project
- B. Materials Fee
- C. Curriculum Committee PEP-Up

VII. Good of the Order

VIII. Adjournment

NEXT MEETING

March 21, 2019