Academic Senate – Curriculum Committee

Agenda for

Tuesday, December 5, 2024

12:30 pm – 1:50 pm

Rm 269 Cravens Student Services
Zoom Link:

https://collegeofthedesert-edu.zoom.us/j/86330457342

Academic Senate Mission Statement: As the official voice of faculty in academic and professional matters at the College of the Desert, the Academic Senate is committed to equity, student learning and student success. The Academic Senate at College of the Desert is committed to:

Lead and advocate proactively for the development of policies, processes, and practices that benefit student success and develop faculty leaders;

Include diverse faculty, perspectives, and experiences that represent our student populations in our decision making;

Empowering faculty to engage the shared governance of College of the Desert in the 10+1 areas and to take-action for continued improvement of teaching, learning, and faculty participation in the areas of:

1. **Curriculum includes establishing prerequisites and placing courses within disciplines**
2. **Degree and certificate requirements**
3. **Grading policies**
4. **Educational program development and educational program discontinuance**
5. **Standards or policies regarding student preparation and success**
6. **District and college governance structures, as related to faculty roles**
7. **Faculty roles and involvement in accreditation processes, including self-study and annual reports**
8. **Policies for faculty professional development activities**
9. **Processes for program review**
10. **Processes for institutional planning and budget development**

❖ **Other academic and professional matters as mutually agreed upon between the governing board and the academic senate.**

Committee Members:

John Learned, Chair; Erynn Richardson, Arts & Media; Eddie Vaca, Applied Sciences; Lisa Davenport, Adjunct; Gwen Earle, Business; Victoria Curry, Library, DE, Student Support Services; Martha Torres Mendez, Communication & Humanities; Mariana Zepeda, General Counseling; Sharon Vilarino, Health Sciences & Education; Dan Kleinfelter, Math & Computer Science; Alexa Sawa, Science & Engineering; Elizabeth Walker, Social Sciences

Guests and Ex-Officio: Misty Burruel (Vice President, Instruction), K. Camacho (Student Learning Outcome Coordinator), J. Huntzinger (Articulation Officer), Gissel Abril Sanchez, (Student Representative), R. Brazell and C. Etter (Curriculum & Catalog Specialists)

Recorder: Cheryl Louise Etter

Quorum 6 Majority 7:

Subject to Brown Act: Yes

1. Call to Order/Roll Call

    1.1   Public Comments

2. Action Items

2.1 Approval of Agenda

2.2 Approval of Minutes: 11/05/2024

2.3 Consent

   2.4 2nf Reading: Modified Courses

      2.4.1   ASL 001: American Sign Language Elementary/Deaf Studies
          Suggested Effective Term: Fall 2025. Formerly ASL 001. No Requisites. Program Applicable. Submit for CalGETC C2. (A)

      2.4.2 CDE 104: Introduction to Curriculum
          Suggested Effective Term: Fall 2025. Update textbook and in and out of class assignments. (A)

      2.4.3 CDE 203: Observation and Assessment
          Suggested Effective Term: Fall 2025. Remove Prerequisite: CDE 201 or concurrent enrollment and add Prerequisite: CDE 104. Update textbook, SLOs and in and out of class assignments. (S)(A)

KINE 027 ~~095~~: Techniques and Methods in Strength and Conditioning ~~Exercise Science~~

Suggested Effective Term: Fall 2025. Change course number, course full and short title, add hybrid modality, update catalog and schedule description, textbooks, course and lab content, objectives, SLOs, methods of instruction and evaluation and in and out of class assignments. (S)(A)

2.4.4 KINE 095B: Kinesiology Health and Wellness Coach Work Experience

Suggested Effective Term: Fall 2025. Update catalog and schedule description, textbook, course content and objectives, SLOs, methods of instruction and evaluation, out class assignments and lab semester hours from: ~~150~~ to: 108. Course equivalency: No. (S)(A)

2.4.5 MAKR 301: Basic Makerspace Skills I

Suggested Effective Term: Spring 2025. Class size change from: ~~20~~ to: 200.

2.4.6 MAKR 302: Basic Makerspace Skills I

Suggested Effective Term: Spring 2025. Class size change from: ~~20~~ to: 200.

2.4.7 PS 009: Race and Ethnic Politics

Suggested Effective Term: Fall 2025. Remove Prerequisite: PS 001. (S)(A)

2.5 **2nd Reading:** New Courses

2.5.1 DDP 106: Generative AI for Creatives

Suggested Effective Term: Fall 2025. No Requisites. Program Applicable. Designate CSU and request UC status. (A)

2.5.2 DDP 162: Introduction to Game Development

Suggested Effective Term: Fall 2025. No Requisites. Program Applicable. Designate CSU and request UC status. (A)

2nd Reading: New Noncredit Courses

2.5.3 BUMA 331: Project Management CAPM and PMP Exam Prep: Non-credit

Suggested Effective Term: Fall 2025. No Requisites. Not Program

Applicable. Additional outside fee $99.00 for Project Management Institute bootcamp materials.

2.5.4   PTA 300: Physical Therapist Assistant Skills Lab
Suggested Effective Term: Fall 2025. No Requisites. Limitation on enrollment: Acceptance and enrollment in the Physical Therapist Assistant program. Not Program Applicable.

2.6 2nd Reading: Modified Programs

2.6.1 Health and Wellness Coaching Certificate of Achievement
Suggested Effective Term: Fall 2025. Program units change from: 12 to: 10-12. Title change, update catalog description, PLOs, Program Requirements remove required courses: KINE 009 and optional course KINE 007. Add required course: KINE 021 and elective course: KINE 095B. Rationale: Program is streamlined to facilitate timely completion and employment opportunities and growth in the health and wellness profession. (Originator: W. Ansley)

2.6.2 Personal Trainer Certificate of Achievement
Suggested Effective Term: Fall 2025. Program units change from: 9 to: 8. Update catalog description, goals and objectives, PLOs. Program Requirements remove required course: KINE 095 and add KINE 027. Under Fitness courses remove: KINE 039, KINE 047, and KINE 072. Rationale: Program is streamlined to facilitate timely completion and employment opportunities and growth in the health and wellness profession. (Originator: S. Vilarino)

2.7 Pulled off Consent

2.8 First Reading: New Courses

2.8.1 FIRE 016: Emergency Service Leadership Through Team Building
Suggested Effective Term: Fall 2026. Prerequisite: FIRE 001. Advisory: ENG061. Program Applicable: Yes. (A)

2.8.2 MATH 011B: Math Concepts for Elementary School Teachers – Geometry
Suggested Effective Term: Spring 2026. Prerequisite: MATH 011. Advisories: ENG 001A, MATH 061, MATH 361. Requesting COD GE C3. Designate CSU. (A)

2.8.3 WEG 395A: General Work Experience
Suggested Effective Term: Spring 2025. Program Applicable: Yes

2.9   First Reading: Course Modifications

2.9.1   GOLF 025: Golf Shop Operations
Suggested Effective Term: Fall 2025. Adding 100% Online modality, updating units ~~2~~-3, updating textbook, Course Content, Methods of Instruction and Evaluation, SLO's, SOC Code, and CIM Code

2.9.2   GOLF 029: Methods of Teaching Golf
Suggested Effective Term: Fall 2025. Adding 100% Online modality, updating units ~~2~~-3, updating textbook, Methods of Instruction and Evaluation, SLO's, SOC Code, and SAM Code

2.9.3   HS 068: Pharmacy Technician
Suggested Effective Term: Fall 2025. Updating class size maximum 36-~~45~~. Adding Prerequisites: HS 067 & HS 065.

2.9.4   HS 074: Informatics for Health Science
Suggested Effective Term: Spring 2025.
Adding 100% Online and Hybrid Modalities, updating textbook.

2.9.5   PS 002: Introduction to Comparative Governments
Suggested Effective Term: Fall 2025. Program Applicable: Yes. Removing Prerequisite: PS 001. (A)

2.9.6   PS 003: Introduction to Political Theory
Suggested Effective Term: Fall 2025. Program Applicable: Yes. Removing Prerequisite: PS 001. (A)

2.9.7   PS 004: Introduction to International Relations
Suggested Effective Term: Fall 2025. Program Applicable: Yes. Removing Prerequisite: PS 001. (A)

2.9.8   PS 005: The American Presidency
Suggested Effective Term: Fall 2025. Program Applicable: Yes. Removing Prerequisite: PS 001. (A)

Other Action Item

3 Informational Items

3.1 Common Course Numbering

CCN Phase 2 – Course Template
[Faculty Survey (BIO, CHEM, MATH and AST – Due October 20th](#)

CCN Phase 2 Workgroup

Faculty Convenings
To ensure faculty input, we are hosting three virtual CCN faculty events to address 23 courses across 12 disciplines and have invited Academic Senate Presidents at all California Community Colleges to nominate up to two faculty members per discipline to participate in CCN Faculty Workgroups (CCNFWs) during the following multi-day convenings. Please note that while we

value all nominations, not all nominated faculty may be selected for the final composition of the 12-member workgroups. In addition, the ASCCC has invited our intersegmental partners to

appoint faculty to participate in these convenings as intersegmental partner collaboration related to CCN discussions supports the groundwork for successful implementation.

Fall 2024 Phase II Faculty Convening Information

A = Articulation item   S = Substantial change item

	Time	Disciplines (Number of Courses)	Faculty Nomination Cutoffs
Oct 28, 29, & 30	1pm - 4pm	History (2 courses) English (2 courses) Economics (2 courses) Art History (2 courses)	October 9th
Nov 18, 19, 20, & 21	1pm - 4pm	Biology (3 courses) Chemistry (3 courses) Math (4 courses) Astronomy (1 course)	October 28th
Dec 2, 3, & 4	1pm - 4pm	Anthropology (1 course) Communication Studies (1 course) Sociology (1 course) Child Development (1 course)	November 12th

Timeline for Phase II and III

CCN Timeline				
CCN Phases	**Proposed Number of Courses**	**Intersegmental, Discipline Faculty CCN Template Development**		**CCN Student-Facing at the Colleges**
		Faculty complete CCN Templates	**Number of CCN Templates**	**Timeline**
Phase I	6	Completed	14 templates	Fall 2025
Phase II	25	Dec. 2024/ Jan 2025		Fall 2026
Phase III	50	May/June 2025		Fall 2027

2.1 CCN Phase 2

Chancellor's Office memorandum dated 9/6/2024 lists this announcement and courses:

The CCN Council and Developmental Workgroup have selected the Phase II courses. While all the process specifics have not been finalized, the ASCCC and the CCN Workgroup are evaluating what worked well during Phase I to inform the Phase II process. Here is the list of proposed Phase II

courses.

1. Introduction to Sociology
2. United States History to 1877
3. United States History from 1865
4. Introduction to Literature
5. Principles of Macroeconomics
6. Introduction to Biological Anthropology (with lab)
7. Principles of Microeconomics
8. Interpersonal Communication
9. Human Anatomy with Lab
10. Child Growth and Development
11. Introduction to Chemistry
12. Chemistry sequence:

   a. General Chemistry for Science Majors Sequence A (one-year sequence and includes two courses), OR

   b. General Chemistry for Science Majors I, with Lab (first semester course of the one-year sequence)

13. Argumentative Writing and Critical Thinking Through Literature
14. Art History

    a. Survey of Western Art for Prehistory through the Middle Ages, OR

    b. Survey of Western Art from Renaissance to Contemporary

15. Calculus sequences:

    a. Single Variable Calculus I Early Transcendentals

    b. Single Variable Calculus I Late Transcendentals

    c. Single Variable Calculus II Early Transcendentals

    d. Single Variable Calculus II Late Transcendentals

16. General survey Biology course with lab (no C-ID)
17. Astronomy with lab (no-C-ID)

2.10 Cal-GETC Implementation

Courses (reminder)
- Communication Studies courses (COMM 001, COM 005, COMM 013, COMM 021 and COMM 025) will be submitted for GE approval in December.
- December is the standard time frame for submission with approval expected in mid to late May each year.

Programs

- [CalGETC Implementation Guidelines](#)

- Programs Impacted by Cal-GETC

AD-Ts

Schools	Total Programs
ASBU	4
COMM	3
COUN	0
HSED	6
MASC	7
SSAR	14
Total	34

4 Standing Items

4.1 Course - Program Applicable Status

"Program Applicable" status means that a course will be included in an existing or new degree or certificate program. If there isn't a current program or certificate, do not mark the course as "Program Applicable." New courses must be submitted to the curriculum workflow alongside any modifications to existing programs or new program proposals. Note: Faculty must include new courses as placeholders in their programs before submitting them to the workflow with the new course(s).

4.2 CCN Phase 1 Approval Timeline

- First CCN Phase 1 courses will go to Board of Trustees for review on November 17th

- Courses must be locally, and state approved by December 1st

- At the end of the CCN catalog and schedule description the former title of the course will be listed as a reference (i.e., formerly ENG 001A.

New CCN for 6 courses

Subject	Number	Title	Department	Formerly
COMM	C1000	Public Speaking	COMM – Communication Studies	COMM 001
ENGL	C1000	Academic Reading and Writing	ENGL – English	ENG 001A

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ENGL	C1000E	Academic Reading and Writing	ENGL – English	ENG 001X
ENGL	C1001	Critical Thinking and Writing	ENGL - English	ENG 003
POLS	C1000	American Government and Politics	PS – Political Science	PS 001
PSYC	C1000	Introduction to Psychology	PSY - Psychology	PSY 001
STAT	C1000	Introduction to Statistics	MATH - Mathematics	MATH 014

- [CCN Report](#) impacts course requisites and programs listed below. Review for further details about related courses and programs.

- CCN Impact on AD-Ts

	CCN Impact	AD-Ts	Programs
1	COMM 001	2	Communication 2.
2	ENG 001A		None
2	ENG 001X		None
3	ENG 003	0	None
4	MATH 014	15	Administration of Justice; Agriculture Plant Science; Anthropology; Business Administration 2.0; Child and Adolescent Development; Economics; Hospitality Management; Journalism; Kinesiology; Nutrition and Dietetics, Political Science; Psychology; Public Health Science; Social Justice Studies and Sociology
5	PS 001	2	Journalism; Political Science
6	PSY 001	6	Administration of Justice; Child and Adolescent Development; Communication Studies 2.0; Nutrition and Dietetics; Psychology; Public Health and Science; and Sociology
	Total	25	

CCN 6 Courses – Impact on Course Requisites and All Programs

SCHOOL	COD Courses	C-ID	Title	Course Requisites	Programs
COMM	COMM 001	COMM 110	Introduction to Public Speaking	1	7
COMM	ENG 001A	ENGL 100	English Composition	112	14
COMM	ENG 001X*	ENGL 100	English Composition with Co-Curricular Support	See 112 above	See 14 above
COMM	ENG 003	ENGL 105	Argumentative Writing and Critical Thinking	0	0
MATH	MATH 014	MATH 110	Statistical Methods	1	30
SSAR	PS 001	POLS 110	Introduction to Government	8	10
SSAR	PSY 001	PSY 110	General Psychology	4	24
Total				126	102

* ENG 001X has been equated to ENG 001A, it will need to be added to the requisites noted for ENG 001A.

4.3 [2024-25 Curriculum Timeline & Priority Submission dates](#)

4.4 2024-25 Semester Curriculum Office Hours – Open Sessions

Timeline: September 4, 2024, to April 24, 2025

Curriculum support will be provided to faculty via office hours to aid them in updating courses and programs for new CalGETC standard, Common Course Numbering (CCN), the local COD GE changes, new Gainful Employment regulations and regular curriculum submissions. Attend this workshop in-person or online via Zoom for assistance.

Check the [Curriculum Portal Calendar](#) for dates, times and meeting locations. Zoom links are also listed.

4.5 The Chancellor's Office – COCI Database Weeklong Closure Maintenance Periods impact the curriculum approval and implementation timeline:
Closure Weeks:

- o **January 8th – 14th**
- o **March 25th – 31st**

4.6 Chancellor's Office Approval Time Frame:
- Two staff members are reviewing programs for the 116 Community Colleges.

- The Chancellor's Office approval timeline has increased from 60 days to

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90 to 100 or more days due to limited staff.

- For programs that are submitted and returned for revisions the approval window of 90 to 100 or more days starts over.

- As a result of the COCI maintenance closure and approval time frame, programs may not be approved by a desired effective term. Faculty need to monitor their email from the Curriculum Team (Chair, Articulation Officer and Curriculum Specialists) and prepare to make program revisions on a short timeline as needed.

5 Good of the Order

6 Future Agenda Topics

7 Adjournment

Next Meeting

Tuesday, December 05, 2024, | Time: 12:30 pm – 1:50 pm

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