



Curriculum Committee

Agenda for February 16, 2017

12:30pm

Berger Faculty Innovation Center

Members (14): Donna Greene (Co-Chair), Scott Cooper (General Counseling), Maria Elena Diaz (Comm & Humanities), Courtney Doussett (Kinesiology/ECE), Jon Fernald (Library & Learning Resources), Sarah Gaete (Nursing & Health Sciences), Mike Gladych (Adjunct), Dan Kleinfelter (Math & Computer Science), Alexa Sawa (Science), Michael Smith (Social Sciences), Lisa Soccio (Arts & Media), Adam Uhlhorn (Student Services/Special Programs), Scott Ventura (Business & Applied Technology)

Ex-Officio (non-voting): Maria Jasso (Articulation Officer), Pamela Ralston (Vice President of Student Learning), M. Scott Relerford (Student Representative)

Staff: Jojie Magbuhat (Curriculum & Catalog Specialist), Erin Robertson (Curriculum & Catalog Specialist)

Recorder: Cheryl Contopulos

Quorum: [7]

1. **Call to Order/Roll Call**
2. **Public Comments**
3. **Action Items**

2.1 Approval of Agenda

2.2 Approval of February 7, 2017 Minutes

2.3 Resolution on Listing Multiple Textbooks on the COR (2nd Read)

2.4 Consent Agenda

2.4.1 COURSE MODIFICATION:

- 1) AUTO-010 Introduction To Automotive Technology
PERIODIC REVIEW & C-ID Alignment: *Change textbook, modify content, assignment, methods of instruction and methods of evaluation.*
- 2) AUTO-045A Intro to Alternative Fuel Vehicles
PERIODIC REVIEW: *Modify assignments, increase class size max from 21 to 30.*
- 3) AUTO-092A Biodiesel: Characteristics, Use & Production
PERIODIC REVIEW: *Increase class size max from 21 to 30.*
- 4) AUTO-099 Auto/Advanced Transportation Summation
PERIODIC REVIEW: *Modify assignments and methods of evaluation, increase class size max from 25 to 30.*

- 5) HIST-003 History of World Civilization I
Remove textbooks that are no longer in use.
- 6) NR-010 Wildland Fire Technology (cross-listed FIRE-010)
- 7) RTV-002 Radio and Television Announcing
PERIODIC REVIEW: *Update textbook, modify SLOs*

2.5 Course Modifications

- 1) AUTO-011C Advanced Automotive Electrical Systems
PERIODIC REVIEW: *Update text; change SAM code from Clearly Occupational to Advanced Occupational; modify content, assignment, methods of instruction and methods of evaluation.*
- 2) AUTO-014B Advanced Engine Management
PERIODIC REVIEW: *Change SAM code from Clearly Occupational to Advanced Occupational; change text, modify content, methods of instruction and methods of evaluation.*
- 3) AUTO-015 Automotive Engine Diagnosis & Repair
PERIODIC REVIEW & C-ID Alignment: *Change from Prerequisite: AUTO-010 to Prerequisite: AUTO-010 or concurrent enrollment; update textbook; modify content, assignments and methods of instruction, increase class size max from 21 to 24.*
- 4) AUTO-016 **Automotive Manual Transmissions and Drive Train & Axles Systems**
PERIODIC REVIEW & C-ID Alignment: *Modify title; change from Prerequisite: AUTO-010 to Prerequisite: AUTO-010 or concurrent enrollment; update textbook, modify content, objectives, assignment, methods of instruction.*
- 5) AUTO-017 Automatic Transmissions & Transaxles
PERIODIC REVIEW: *Change from Prerequisite: AUTO-010 to Prerequisite: AUTO-010 or concurrent enrollment; update text; modify content, methods of instruction and methods of evaluation.*
- 6) AUTO-018 Automotive Heating, **Ventilation** & Air Conditioning
PERIODIC REVIEW & C-ID Alignment: *Modify title; update textbook, modify content, objectives, assignment, methods of instruction.*
- 7) AUTO-021A Automotive Diagnosis and Troubleshooting
PERIODIC REVIEW: *Change SAM code from Clearly Occupational to Advanced Occupational, change text, modify SLOs, increase class size max from 25 to 30.*

2.6 New Courses

- 1) RTV-007A Intermediate Radio Production
- 2) RTV-007B Advanced Radio Production

2.7 Program Modifications

2.7.1

ALCOHOL AND DRUG STUDIES CERTIFICATE OF ACHIEVEMENT

Required Courses:

HSAD-001	Introduction to Alcohol/Drug Studies	3
HSAD-002	Introduction To Human Services Counseling	3
HSAD-004	Personal and Professional Growth	2
HSAD-020	Biomedical Pharmacology	3
HSAD-022	Case Management	3
HSAD-024	Law and Ethics: Community Resources	3
HSAD-030	Individual, Group and Family Counseling	3
HSAD-032A	Supervised Practicum I	2
HSAD-033A	Alcohol & Drug Supervised Internship I	3 1
HSAD-034	Dual Diagnosis	3
HSAD-032B	Supervised Practicum II	2
HSAD-033B	Alcohol/Drug Alcohol & Drug Supervised Internship II	3 3 1
HSAD-036	Counseling Diverse Populations	3

ADD	HSAD-095B *	Human Services/Alcohol Drug Work Experience	4
	TOTAL UNITS	36

*(Maximum of 4 units may be used for work experience)

2.7.2

ALCOHOL AND DRUG STUDIES AA DEGREE FOR EMPLOYMENT PREPARATION

Required Courses (36 units):

HSAD-001	Introduction to Alcohol/Drug Studies	3	
HSAD-002	Introduction To Human Services Counseling	3	
HSAD-004	Personal and Professional Growth	2	
HSAD-020	Biomedical Pharmacology	3	
HSAD-022	Case Management	3	
HSAD-024	Law and Ethics: Community Resources	3	
HSAD-030	Individual, Group and Family Counseling	3	
HSAD-032A	Supervised Practicum I	2	
HSAD-033A	Alcohol & Drug Supervised Internship I	3 1	
HSAD-034	Dual Diagnosis	3	
HSAD-032B	Supervised Practicum II	2	
HSAD-033B	Alcohol/Drug: Alcohol & Drug Supervised Internship II	3 1	
HSAD-036	Counseling Diverse Populations	3	
ADD	HSAD-095B *	Human Services/Alcohol Drug Work Experience	4

Electives (6 units to be chosen from the following):

PSY-003	Developmental Psychology	3
PSY-007	Positive Psychology	3
PSY-010	Psychological Aspects of Marriage and the Family	3
COMM-009	Intro To Interpersonal Communication	3

COD General Education Pattern**

Physical Education Activities

TOTAL UNITS

*(Maximum of 4 units may be used for work experience)

**Recommended: PSY-001, PSY-003 and PSY-010

4. Information/Discussion Item(s)

3.1 Instructional Fees

The [Student Fee Handbook](#) can be found on the portal in the Curriculum Handbook and should be referenced when adding fees to any classes.

3.2 Class Size Calculator

3.3 Curricunet Survey

5. Good of the Order

6. Adjournment — (Next Meeting: Tuesday, March 7 – 12:30pm Berger Faculty Innovation Center)

Addendum 1.

Faculty Senate Resolution re: Description of Course Textbooks on the Course Outline of Record (COR)

Whereas, the rising cost of course textbooks has been of increasing concern for the past two decades and has been discussed in the California Legislature and the Academic Senate for California Community Colleges in several position papers and resolutions since 1997 ¹;

Whereas, the Faculty Senate of the College of the Desert has recognized the need for action in reducing the cost of textbooks for students by creating a “Textbook Affordability Task Force” and by holding a Faculty Forum² to discuss this problem on Oct. 23, 2008;

Whereas, multiple textbook selections described on the Course Outline of Record engenders confusion for everyone who reviews the CORs including Curriculum Committee members, librarians, and bookstore personnel and results in hours of wasted staff time;

Whereas, there has been a long-standing practice at the College of the Desert where faculty in all subject areas will select ONE textbook to be used by instructors of all sections of that course;

Whereas, students who review CORs to determine the cost of the textbooks and materials used for a class should not have to be confused by a list of textbooks, some which will serve as the primary textbook and others which are listed as alternative choices or suggested readings;

Therefore, be it resolved:

It will be the policy of the Faculty Senate of the College of the Desert to urge faculty to be cognizant of the prohibitively expensive cost of course textbooks and to help to reduce the costs to students of buying textbooks by selecting ONE current or essential textbook to be used in all sections of courses which use textbooks, and to list these textbooks on Number 6 “Textbooks, Required Reading or Software” in the Course Outline of Record;

It will further be the policy of the Faculty Senate to encourage faculty to use existing resources at the College of the Desert to make course materials available to students without charge (E.g., COD Library Course Reserves, Open Educational Resources (OER), technological solutions, etc.).

¹ Academic Senate for California Community Colleges, Academic Senate Paper, Textbook Pricing Policies and Student Access (1997); Academic Senate Paper, Textbook Issues: Economic Pressures and Academic Values, (2004); Resolutions including *inter alia* Numbers 20.01 (1997), 20.07 (2004), 20.01 (2005), 20.01 (2010), 6.05 (2015), available at <http://www.asccc.org/home>

² College of the Desert Academic Senate – All Faculty Forum. *Minutes*. Oct. 23, 2008.