

10. New Business

Subject **D. Curriculum**

Meeting Nov 13, 2018 - Board of Trustees Regular Meeting

Access Public

Type Action

Recommended Action That the Board of Trustees approve the recommendations of the Curriculum Committee

Goals STRATEGY #1 Optimize enrollment, course offerings, and services to reflect the findings of the 2017 Educational Master Plan (EMP).

Proposal:

That the Board review and approve the recommendations of the Curriculum Committee as reflected in the attached Curriculum Summary.

Background:

The Curriculum Summary lists courses and programs approved by the Curriculum Committee.

Budgetary Implications:

None.

Follow Up/Outcome:

Curriculum modifications are incorporated into the college schedule and catalog.

Recommended By: K. Denée Pescarmona, Vice President of Academic Affairs

File Attachments
2018_11-13Summary.docx (21 KB)

APPROVED BY THE BOARD OF TRUSTEES
DATE *Nov 13, 2018*
V. Bailey

**Board of Trustees
Curriculum Summary
November 13, 2018**

New Courses

BUS 700 Entrepreneurship (Summer 2019), 0 Units, 3 Lec, 0 Lab

Justification:

We are offering this course to provide community members, including immigrants, with access to business materials and information that will help them be successful in developing and operating their own small businesses. This course will be offered in conjunction with BUS 701 to complete a course of study which will result in the awarding of a Noncredit certificate.

BUS 701 Small Business Ownership (Summer 2019), 0 Units, 3 Lec, 0 Lab

Justification:

We are offering this course to provide community members, including immigrants, with access to business materials and information that will help them be successful in developing and operating their own small businesses. This course will be offered in conjunction with BUS 700 to complete a course of study which will result in the awarding of a Noncredit certificate.

WELD 201 Beginning Welding (Fall 2019), 2 Units, 1 Lec, 3 Lab

Justification:

This class was first offered through Community and Contract Education, where the opportunity to explore new classes and programs based on community outreach and employer assessments was provided. The next step is to offer this course through the noncredit program and/or as a joint venture with the credit program as a mirror class. The possibility for this class to be added to our new CTE programs, such as HVAC, as an elective is being considered. This course is being supported by the AEBG grant and is in response to local manufacturing businesses' need for entry level employees with welding and blue print reading skills. This is 1 of 3 new WELD courses which will make up a new credit program Welding Technology Certificate of Proficiency.

WELD 202 Intermediate Welding (Fall 2019), 2 Units, 1 Lec, 3 Lab

Justification:

This course would follow the beginning level class. Welding was first offered through Community and Contract Education, where the opportunity to explore new classes and programs based on community outreach and employer assessments was provided. The next step is to offer this course through the noncredit program and/or as a joint venture with the credit program as a mirror class. The possibility for this class to be added to our new CTE programs, such as HVAC, as an elective is being considered. This course is being supported by the AEBG grant and is in response to local manufacturing businesses' need for entry level employees with welding and blue print reading skills. Added WELD 201 as an Advisory. This is 1 of 3 new WELD courses which will make up a new credit program Welding Technology Certificate of Proficiency.

APPROVED BY THE BOARD OF TRUSTEES
DATE Nov. 13, 2018
Barley

WELD 203 Basic Blueprints (Fall 2019), 1 Units, 18 Lec, 0 Lab

Justification:

This class was first offered through Community and Contract Education, where the opportunity to explore new classes and programs based on community outreach and employer assessments was provided. The next step is to offer this course through the noncredit program and/or as a joint venture with the credit program as a mirror class. The possibility for this class to be added to our new CTE programs, such as HVAC, as an elective is being considered. This course is being supported by the AEBG grant and is in response to local manufacturing businesses' need for entry level employees with welding and blue print reading skills. Added WELD 202 as an Advisory. This is 1 of 3 new WELD courses which will make up a new credit program Welding Technology Certificate of Proficiency.

WELD 701 Beginning Welding (Fall 2019), 2 Units, 1 Lec, 3 Lab

Justification:

This class was first offered through Community and Contract Education, where the opportunity to explore new classes and programs based on community outreach and employer assessments was provided. The next step is to offer this course through the noncredit program and/or as a joint venture with the credit program as a mirror class. The possibility for this class to be added to our new CTE programs, such as HVAC, as an elective is being considered. This course is being supported by the AEBG grant and is in response to local manufacturing businesses' need for entry level employees with welding and blue print reading skills. This is 1 of 3 new WELD courses which will make up a new Welding Technology program Non Credit Certificate of Completion.

WELD 702 Intermediate Welding (Fall 2019), 2 Units, 1 Lec, 3 Lab

Justification:

This course would follow the beginning level class. Welding was first offered through Community and Contract Education, where the opportunity to explore new classes and programs based on community outreach and employer assessments was provided. The next step is to offer this course through the noncredit program and/or as a joint venture with the credit program as a mirror class. The possibility for this class to be added to our new CTE programs, such as HVAC, as an elective is being considered. This course is being supported by the AEBG grant. This course is in response to local manufacturing businesses' need for entry level employees with welding and blue print reading skills. Added WELD 701 as an Advisory. This is 1 of 3 new WELD courses which will make up a new Welding Technology program Non Credit Certificate of Completion.

WELD 703 Basic Blueprints (Fall 2019), 1 Units, 18 Lec, 0 Lab

Justification:

This class was first offered through Community and Contract Education, where the opportunity to explore new classes and programs based on community outreach and employer assessments was provided. The next step is to offer this course through the noncredit program and then perhaps as a joint venture with the credit program. The possibility for this class to be added to our new CTE programs, such as HVAC, as an elective is being considered. This course is being supported by the AEBG grant and is in response to local manufacturing businesses' need for entry level employees with welding and blueprint reading skills. Added WELD 702 as an Advisory. This is 1 of 3 new WELD courses which will make up a new Welding Technology program Non Credit Certificate of Completion.

APPROVED BY THE BOARD OF TRUSTEES
DATE Nov. 13, 2018
W. Bailey

Modified Courses

ACCT 21 Managerial Accounting (Spring 2019), 4 Units, 4 Lec, 0 Lab

Justification:

This course is on the Fall 2018 list of classes to be updated. Non-substantial changes: Updated textbook. "Cleaned up" content by adding the phrases "Content" and "Student Performance Objectives" for each topic and moving homework to Out of Class Assignments box.

AE 603 Vocational Training IV (Spring 2019), 0 Units, 0 Lec, 3 Lab

Justification:

This course is on the five year curriculum cycle update. Reviewed and updated the start date, special class, course content, out of class assignments, textbook (none), student learning outcomes (SLO) and SLO assessment dates.

AE 605 Vocational Training VI (Spring 2019), 0 Units, 0 Lec, 1.5 Lab

Justification:

This course is on the five year curriculum cycle update. Reviewed and updated the start date, course hour status, description, course content, methods of evaluation, out of class assignments, textbook (none), student learning outcomes (SLO) and SLO assessment dates.

AE 613 Independence Training IV (Spring 2019), 0 Units, 0 Lec, 1.5 Lab

Justification:

This course is on the five year curriculum cycle update. Reviewed and updated the start date, course hour status, description, course content, special class, out of class assignments, textbook (none), student learning outcomes (SLO) and SLO assessment dates.

CMUN 129 Presentation Graphics - MS PowerPoint (Spring 2019), 1 Units, 1 Lec, 0 Lab

Justification:

Non-substantial changes: (1) Adding Distance Education as a teaching method option. Students are requesting more and more DE courses. This teaching method also provides instructors, particularly part-timers, with the ability to teach without traveling to campus. (2) Updated the textbook to the most current edition. (3) Reduced the number of SLO's by consolidating them. (4) "Cleaned up" the content area by moving the homework assignments to the Out of Class Assignments box and differentiated the Student Performance Objectives from the Content.

COS 200 Beginning Cosmetology (Spring 2019), 12 Units, 5 Lec, 21 Lab

Justification:

Needed to correct the lab hours to reflect that the course is 7 units of lab per a review by the VPAA. The course was just updated in 2016 but also changed the English and Math adjustments Advisory per AB705 and separated the lecture content from the lab content and placed the homework assignments in the correct area.

COS 201 Intermediate Cosmetology (Spring 2019), 12 Units, 5 Lec, 21 Lab

Justification:

Needed to correct the lab hours to reflect that the course is 7 units of lab per a review by the VPAA. The course was just updated in 2016 but also changed the English and Math adjustments Advisory per AB705 and separated the lecture content from the lab content and placed the homework assignments in the correct area.

APPROVED BY THE BOARD OF TRUSTEES
DATE Nov. 13, 2018
V. Bailey

COS 202 Advanced Cosmetology (Spring 2019), 12 Units, 5 Lec, 21 Lab

Justification:

Needed to correct the lab hours to reflect that the course is 7 units of lab per a review by the VPAA. The course was just updated in 2016 but also changed the Advisory for English and Math adjustments Advisory per AB705 and separated the lecture content from the lab content and placed the homework assignments in the correct area.

CSIS 129 Presentation Graphics - MS PowerPoint (Spring 2019), 1 Units, 1 Lec, 0 Lab

Justification:

Non-substantial changes: (1) Adding Distance Education as a teaching method option. Students are requesting more and more DE courses. This teaching method also provides instructors, particularly part-timers, with the ability to teach without traveling to campus. (2) Updated the textbook to the most current edition. (3) Reduced the number of SLO's by consolidating them. (4) "Cleaned up" the content area by moving the homework assignments to the Out of Class Assignments box and differentiated the Student Performance Objectives from the Content.

CSIS 570A Computer Access Evaluation - Level 1 (Spring 2019), 0.5 Units, 0.5 Lec, 0 Lab

Justification:

It was recommended that the course be changed from a lab to lecture format. The other areas that were modified or updated include: Course Description, Start Year, Course Hours, Special Class selection, Credit Status (Non-Degree Applicable), Out of Class Assignments, Student Learning Outcomes (SLO), SLO Assessment Dates, Course Content and Textbook (none).

CSIS 570B Computer Access Evaluation - Level 2 (Spring 2019), 0.5 Units, 0.5 Lec, 0 Lab

Justification:

It was recommended that the course be changed from a lab to lecture format. The other areas that were modified or updated include: Course Description, Start Year, Course Hours, Special Class selection, Credit Status (Non-Degree Applicable), Prerequisite Discipline, Out of Class Assignments, Methods of Instruction, Student Learning Outcomes (SLO), SLO Assessment Dates, Course Content and Textbook (none).

CSIS 638 Assistive Computer Technology Lab (Spring 2019), 0 Units, 0 Lec, 1 Lab

Justification:

This course is on the five year curriculum cycle update. Reviewed and updated the course hours, start date, repeatable times, methods of instruction, course content, methods of evaluation, out of class assignments, textbook (none), student learning outcomes (SLO) and SLO assessment dates.

GUID 530 Job Readiness (Spring 2019), 3 Units, 3 Lec, 0 Lab

Justification:

This course is on the five year curriculum cycle update. Reviewed and updated the start date, special class, Non Degree Applicable Status, out of class hours and assignments, textbook (none), Student Learning Outcome (SLO) and SLO assessment dates.

APPROVED BY THE BOARD OF TRUSTEES
DATE Nov 13, 2018
Bailey

WTRM 210 Advanced Water/Wastewater/Distribution Math (Fall 2019), 3 Units, 3 Lec, 0 Lab

Justification:

Non-substantial change: Adding Distance Education as a delivery method so that the department has the option of how the course may be offered. More students are requesting courses via distance education. This course was just updated last year so no other changes are needed.

WTRM 212 Applied Hydraulics (Fall 2019), 3 Units, 3 Lec, 0 Lab

Justification:

Non-substantial change: Adding Distance Education as a delivery method so that the department has the option of how the course may be offered. More students are requesting courses via distance education. This course was just updated last year so no other changes are needed.

WTRM 213 Beginning Wastewater Collection (Spring 2019), 3 Units, 3 Lec, 0 Lab

Justification:

Non-substantial change. Adding Distance Education as a delivery method for this course. More students are requesting online courses and in some cases it is easier to find adjunct instructors who can teach the course without traveling to campus. The program would like to have the option to offer this course online this Spring 2019 semester so it needs to be brought before the Curriculum Committee by its third meeting (October 8th) according to the published Curriculum Meeting Dates schedule. This course was just updated so no other changes are needed at this time.

WTRM 214 Laboratory Analysis for Water, Wastewater (Fall 2019), 3 Units, 3 Lec, 0 Lab

Justification:

Non-substantial change: Adding Distance Education as a delivery method so that the department has the option of how the course may be offered. More students are requesting courses via distance education. This course was just updated last year so no other changes are needed.

WTRM 215 Leadership and Supervision in the Water Industry (Spring 2019), 3 Units, 3 Lec, 0 Lab

Justification:

Non-substantial change. Adding Distance Education as a delivery method for this course. More students are requesting online courses and in some cases it is easier to find adjunct instructors who can teach the course without traveling to campus. The program would like to have the option to offer this course online this Spring 2019 semester so it needs to be brought before the Curriculum Committee by its third meeting (October 8th) according to the published Curriculum Meeting Dates schedule. This course was just updated so no other changes are needed at this time.

WTRM 216 Advanced Wastewater Collections (Spring 2019), 3 Units, 3 Lec, 0 Lab

Justification:

Non-substantial change. Adding Distance Education as a delivery method for this course. More students are requesting online courses and in some cases it is easier to find adjunct instructors who can teach the course without traveling to campus. The program would like to have the option to offer this course online this Spring 2019 semester so it needs to be brought before the Curriculum Committee by its third meeting (October 8th) according to the published Curriculum Meeting Dates schedule. This course was just updated so no other changes are needed at this time.

APPROVED BY THE BOARD OF TRUSTEES
DATE Nov. 13, 2018
V. Bailey

GUID 557 Learning Skills Evaluation (Fall 2019), 0.5 Units, 0.5 Lec, 0 Lab

Justification:

After the initial audit, there was an error found with the Contact Hours that needed to be changed. It was recommended that the course be changed from a lab to lecture format. The other areas that were modified or updated include: Start Year, Special Class selection, Non-Degree-Applicable, out-of-class assignments, course content and textbook (none).

WTRM 203 Introduction to Electrical and Instrumentation Processes (Fall 2019), 3 Units, 3 Lec, 0 Lab

Justification:

Non-substantial change: Adding Distance Education as a delivery method so that the department has the option of how the course may be offered. More students are requesting courses via distance education. This course was just updated last year so no other changes are needed.

WTRM 204 Motors and Pumps, Operation and Maintenance (Fall 2019), 3 Units, 3 Lec, 0 Lab

Justification:

Non-substantial change: Adding Distance Education as a delivery method so that the department has the option of how the course may be offered. More students are requesting courses via distance education. This course was just updated last year so no other changes are needed.

WTRM 205 Water Distribution 1 (Fall 2019), 3 Units, 3 Lec, 0 Lab

Justification:

Non-substantial change: Adding Distance Education as a delivery method so that the department has the option of how the course may be offered. More students are requesting courses via distance education. This course was just updated last year so no other changes are needed.

WTRM 206 Beginning Water Treatment Plant Operation (Fall 2019), 3 Units, 3 Lec, 0 Lab

Justification:

Non-substantial change: Adding Distance Education as a delivery method so that the department has the option of how the course may be offered. More students are requesting courses via distance education. This course was just updated last year so no other changes are needed, except to update the textbook to the most current edition.

WTRM 208 Water Distribution 2 (Fall 2019), 3 Units, 3 Lec, 0 Lab

Justification:

Non-substantial change: Adding Distance Education as a delivery method so that the department has the option of how the course may be offered. More students are requesting courses via distance education. This course was just updated last year so no other changes are needed except to update the textbook to the most current edition.

WTRM 209 Advanced Water Treatment Plant Operation (Fall 2019), 3 Units, 3 Lec, 0 Lab

Justification:

Non-substantial change: Adding Distance Education as a delivery method so that the department has the option of how the course may be offered. More students are requesting courses via distance education. This course was just updated last year so no other changes are needed.

APPROVED BY THE BOARD OF TRUSTEES
DATE *Nov 13, 2018*
V. Bailey

WTRM 232 Advanced Water Distribution (Spring 2019), 3 Units, 3 Lec, 0 Lab

Justification:

Non-substantial change. Adding Distance Education as a delivery method for this course. More students are requesting online courses and in some cases it is easier to find adjunct instructors who can teach the course without traveling to campus. The program would like to have the option to offer this course online this Spring 2019 semester so it needs to be brought before the Curriculum Committee by its third meeting (October 8th) according to the published Curriculum Meeting Dates schedule. This course was just updated so no other changes are needed at this time.

WTRM 233 Water Conservation (Fall 2019), 3 Units, 3 Lec, 0 Lab

Justification:

Non-substantial change: Adding Distance Education as a delivery method so that the department has the option of how the course may be offered. More students are requesting courses via distance education. This course was just updated last year so no other changes are needed except to update the textbook information.

WTRM 234 Industrial Wastewater and Stormwater Management (Fall 2019), 4 Units, 4 Lec, 0 Lab

Justification:

Non-substantial change: Adding Distance Education as a delivery method so that the department has the option of how the course may be offered. More students are requesting courses via distance education. This course was just updated last year so no other changes are needed except to update the textbook.

WTRM 235 Pollution Prevention (Fall 2019), 3 Units, 3 Lec, 0 Lab

Justification:

Non-substantial change: Adding Distance Education as a delivery method so that the department has the option of how the course may be offered. More students are requesting courses via distance education. This course was just updated last year so no other changes are needed except to update the textbook.

APPROVED BY THE BOARD OF TRUSTEES
DATE Nov 13, 2018
NBailey

Modified Programs

Non-Credit (Department) Vocational ESL NC Certificate of Completion

Justification:

Mapped SLOs to PLOs.

APPROVED BY THE BOARD OF TRUSTEES
DATE *Nov. 13, 2018*
V. Bentley

Deactivated Courses

GUID 561 Introduction to Writing Skills (Fall 2018), 1 Units, 0.5 Lec, 1.5 Lab

Justification:

This basic grammar class for students with learning disabilities has not been offered in several years since many mainstreamed English courses are covering the same basic curriculum. We added Out of Class assignments. We reviewed and updated the Course Status and Special Class designation.

APPROVED BY THE BOARD OF TRUSTEES
DATE *Nov. 13, 2018*
W. Bailey

