

## CURRICULUM COMMITTEE SUMMARY

November 9, 2015

3:00 – 4:30 p.m., BU 119

### MINUTES

#### ATTENDANCE

E. Venable, B. Donovan (curriculum specialist), J. Rekedal, N. Dequin, D. DiDenti, M. Machado, E. Luna, F. Lozano, K. Warren, P. Henrickson, K. Rose, D. Achterman, J. Maringer-Cantu, S. Carr, S. Sweeney, K. Wagman, N. Cisneros, R. Brown, and E. Talavera (minute recorder).

- I. Call to Order – Welcome at 3:04 pm.
- II. Agenda Adjustments
- III. Approval of Consent Agenda

#### CONSENT AGENDA

Minutes of October 26, 2015

**MSC (D. Achterman/K. Warren). Vote: unanimous. Approved as presented.**

#### IV. CURRICULUM

New Business

##### 1 NEW COURSE PROPOSAL – FIRST READING

- a. DM 160                      Game Development and Design  
Intended for students who want to explore computer-based, mobile device-based or internet games whose purpose is to teach content to a specific audience as well as entertain.  
**MSC (J. Maringer-Cantu /N. Dequin). Vote: unanimous. Approved as presented.**
- b. ESL 737                      NC Integrated Reading/Writing II  
This is the second course in a series of integrated skills courses designed to continue the development of reading, writing and grammar skills of low-intermediate ESL students.
- c. ESL 738                      NC Integrated Listening/Speaking II  
This is the second in a series of integrated skills courses designed to develop the listening, speaking and pronunciation skills of low intermediate ESL students.
- d. ESL 746                      NC Introduction to Computers for ESL Students  
Introduction to basic computer hardware functions and terminology; overview of Windows operating environment and word processing for ESL students.
- e. ESL 747                      NC Integrated Reading/Writing III  
This is the third course in a series of integrated skills courses designed to expand the development of reading, writing, and grammar skills of high-intermediate ESL students.
- f. ESL 748                      NC Integrated Listening/Speaking III  
This is the third in a series of integrated skills courses designed to develop listening, speaking and pronunciation skills of high intermediate ESL students.  
*ESL 737, 738, 746, 747 and 748 are taken as one motion.*

Some of the concerns from Technical Review had to do with the course descriptions and whether or not the descriptions should contain pass/no pass and repeatability. None of the other noncredit courses contain repeatability in the course description so not deemed necessary in these courses. A question was raised how the hours would be tracked if this becomes a certificate. This is hard since attendance is kept but not the hours. There is no certificate yet to worry about this so far. One suggestion is to add 'Arranged Hours' as a solution. Once the course is established then the certificate can be built. The grading



Change hours and units from AH180 Fundamentals of Nursing 8.0 units, 6.0 Lec, 7.0 Lab to AH180 Fundamentals of Nursing 8.5 units, 6.0 Lec, 8.0 Lab. Change grading to standard letter grade and a General update. These changes are to meet the state mandated hours.

- b. AH 182 Home Health Aide  
Change hours and units from AH182 Home Health Aide 2.0 units, 22.5 Lec, 21 Lab, 2 Weeks to AH182 Home Health Aide 3.0 units, 23 Lec, 23 Lab, 2 Weeks. Change description and General update.  
*AH 180 and 182 are taken as one motion.*

It was asked if the Program Learning Outcomes are similar to the Student Learning outcomes in both courses. They are similar and it is a one course program.

**MSC (D. DiDenti/N. Dequin). Vote: unanimous. Approved as presented.**

- c. CD/PSYC 2 Early Child Development
- d. CD/PSYC 3 Child Growth and Development During the School Years  
*CD/PSYC 2 and 3 are taken as one motion.*

**MSC (D. Achterman/N. Dequin). Vote: unanimous. Approved as presented.**

- e. CD 20 Children's Language and Literature  
General update: update textbook, methods of instruction, student learning outcomes and content.

**MSC (K. Wagman/D. Achterman). Vote: unanimous. Approved as presented.**

- f. CMUN/CSIS 129 Presentation Graphics MS PowerPoint  
General update: update textbook and student learning outcomes.

**MSC (J. Maringer-Cantu /D. DiDenti). Vote: unanimous. Approved as presented.**

- g. JFT 218 Fire Instructor II  
Change number, title and hours from JFT 9B Fire Instructor 1B 1.0 unit, .8 Lec, 1.48 Lab to JFT 218 Fire Instructor II 1.0 units, .97 Lec, 1.31 Lab. Change description and update content, textbook and student learning outcomes.
- h. JFT 219 Fire Instructor I  
Change number and title from JFT 9A Fire Instructor 1A to JFT 219 Fire Instructor I. Change description, update content, textbook and student learning outcomes.
- i. JFT 220 Fire Company Officer 2C  
Change course number, title and hours from JFT 1B Fire Command 1B 1 Unit, .45 Lec, 1.77 Lab to JFT 220 Fire Company Officer 2C 1 Unit, .91 Lec, 1.37 Lab. Change description, update content, textbook and student learning outcomes.  
*JFT 218, 219 and 220 are taken as one motion.*

Modified to align with state requirements.

**MSC (N. Dequin/N. Cisneros). Vote: unanimous. Approved as presented.**

#### 4 DISTANCE EDUCATION – FORM D

- a. CD/PSYC 2 Early Child Development
- b. CD/PSYC 3 Child Growth and Development During the School Years  
Justification: Course is aligned with all community colleges and state education programs. Course is taken by students connected by distance education. We have students in Hollister, Morgan Hill and all areas in between.  
*CD/PSYC 2 and 3 are taken as one motion.*

**MSC (J. Rekedal/K. Warren). Vote: unanimous. Approved as presented.**

5 NEW PROPOSAL – CERTIFICATE OF PROFICIENCY

- a. Home Health Aid Certificate of Proficiency
- b. Nursing Assistant Certificate of Proficiency  
*Home Health Aid Certificate of Proficiency and Nursing Assistant Certificate of Proficiency are taken as one motion.*

These are for students to take to an employer for verification and to give the student a certificate for their work. State certification is required.

**MSC (D. Achterman/ J. Maringer-Cantu). Vote: unanimous. Approved as presented.**

6 Information –Discussion

- a. [Active, Hold, Suspend, Inactive](#) – for information  
An updated document was presented. This will be placed on the Curriculum website, which could be the beginning of curriculum training for new members.
- b. [Ensuring Effective and Efficient Curriculum Processes](#) – for discussion  
This document is to keep CTE up-to-date. The big caveat is to be careful with GE courses and articulation

V. ADJOURNMENT by consensus at 3:47 pm.

- a. K. Rose reminded the committee that the two degrees, CSIS and Elementary Teacher Education, need to be updated. CSIS degree is waiting for articulation through C-ID. Elementary Teacher Education is waiting for one course.

**MSC (J. Rekedal/K. Warren).**