

**Curriculum Minutes**  
**Monday, April 10, 2017**  
**3:00-4:30 p.m., BU 119**

**ATTENDANCE**

L. Tenney, B. Donovan (Curriculum Specialist), J. Stewart, S. Sandler, J. Maringer, P. Henrickson, J. Kearns, E. Luna, N. Cisneros, F. Lozano, S. Carr, J. Rekedal, N. Dequin, R. Sharboneau, K. Wagman, D. Amaro, E. Talavera (Minutes Recorder)

**NOT PRESENT**

M. Bresso, D. Achterman, C. Whitney (Ex-Officio)

**GUESTS**

L. Flores

- I. Call to Order: Welcome at 3:08 pm
- II. Agenda adjustments and approval  
**MSC (S. Sandler/N. Cisneros). Vote: unanimous. Approved as presented.**
- III. Minutes of March 27, 2017  
**MSC (R. Sharboneau/S. Sandler). Vote: unanimous. Approved as presented.**
- IV. Information/Discussion  
L. Halper will be invited to next meeting to hold further discussion on civic engagement. There will also be a continued discussion on LEH Factors with help from K. Wagman. The members were also asked to review the current bylaws.
- V. Consent Agenda
  - 1 Deactivate Courses
    - a. ENGL 411 Reading and Writing Workshop  
**MSC (J. Stewart/J. Maringer). Vote: unanimous. Motion passes.**
- VI. New Business
  - 1 New Course - First Reading
    - a. CMUN 12 Business Communication  
Applies business communication concepts where students create effective documents and visual aids using current technology, present individual and team oral presentations, assess interpersonal and intercultural environments and evaluate common controversial issues within the workplace. This is a replacement of *CMUN 11 Business Communication*. A question raised was why this course was brought back as CMUN 12 instead of CMUN 11. It was due to the fact that CMUN 11 was deactivated and CMUN 12 is similar but has significant differences.  
**MSC (N. Cisneros/J. Maringer). Vote: unanimous. Motion passes.**
    - b. JLE 206 Human Trafficking Investigation Course  
The Peace Officers Standards and Training (POST) Guidelines on Law Enforcement Response to Human Trafficking is presented in a format that will allow the student to follow a systematic process for conducting a human trafficking investigation in our local agencies.  
**MSC (R. Sharboneau/J. Kearns). Vote: unanimous. Motion passes.**
    - c. KIN 91A Hip-hop, Level 1  
Hip-hop is a popular dance style that is currently being offered at many other local community colleges. This course can go towards a degree for a PE (Kin) unit and/or Elective class. N. Dequin added that there is no classroom to teach

this course but would be a great addition to the course rotation. Currently, there is one dance course offered every semester. R. Sharboneau asked if the course rotations can be listed to help students plan for their degrees. N. Dequin sent a rotational list a while back but currently is reviewing what is needed to update the list. The rotation of courses also changes as the facilities change. **MSC (J. Kearns/S. Sandler). Vote: unanimous. Motion passes.**

2 Modification to Existing Courses

- a. ENGL 4A British Literature - 449 to 1798 A.D.  
This course is on a 5 year cycle for review. SLOs were updated and types of out-of-class assignments were added.  
**MSC (J. Maringer/K. Wagman). Vote: unanimous. Motion passes.**
- b. ENGL 4B British Literature - 1798 to Present  
Reduced number of SLOs and aligned them with other literature courses and updated texts.
- c. ENGL 5A Survey of American Literature - 1620 to 1865  
This course is on a 5 year cycle for review. Reviewed and updated course as well as updated texts for the course.
- d. ENGL 5B Survey of American Literature - 1865 to Present  
This course is on a 5 year cycle for review. Reviewed and updated course as well as updated and added texts for the course.  
*ENGL 4B, 5A and 5B are taken as one motion.*  
A suggestion was given to combine SLOs. S. Sandler defined the differences in the SLOs to keep them separately. Placing all of the differences in one SLO would be too much but he appreciated the suggestion.  
**MSC (R. Sharboneau/F. Lozano). Vote: unanimous. Motion passes.**
- e. ESL 543 Intermediate ESL Grammar - Writing II  
This course is on a 5 year cycle for review and the SLOs were consolidated.  
**MSC (N. Dequin/S. Sandler). Vote: unanimous. Motion passes.**
- f. ESL 547 Integrated Reading/Writing III  
SLOs were consolidated and updated content and textbook.
- g. ESL 584 Culture Through Film  
This course is being updated and a Noncredit version is being created. The department would like to offer it dual-listed with ESL 744 in Summer 2018. SLOs were consolidated. Content was updated from use of a "cassette recorder" to a "digital recorder". It was suggested to add changes to prerequisites and advisories in the justification area.  
*ESL 547 & 584 is taken as one motion.*  
**MSC (J. Rekedal/S. Sandler). Vote: unanimous. Motion passes.**
- h. JOUR 16A Writing for Print and Digital Media  
Changes were made to the course description to add social media as a journalistic platform. Made change to text to offer more depth of instruction. Made change to add 3 hours of out of class assignments. It was asked why social media was not included in the SLOs or the content. J. Rekedal replied that the SLOs are overarching and should include the social media content. It was also asked about whether consolidating SLOs would be a better, easier choice. J. Rekedal added that this was in the queue before discussions of consolidating SLOs was being discussed as well as more training is needed in that area. L.

Tenney commented that when training is needed it should be the department chairs guiding the training.

**MSC (J. Rekedal/J. Maringer). Vote: unanimous. Motion passes.**

- i. MATH 1B Single-Variable Calculus and Analytic Geometry

This course is on a 5 year cycle for review. The textbook and SLO assessment were updated. K. Wagman added that the SLOs were not consolidated for CI-D purposes since it is a transferrable course.

**MSC (R. Sharboneau/J. Maringer). Vote: unanimous. Motion passes.**

- j. MUS 11A Applied Music/Piano

The course was submitted for modification because it is on the 5 year review schedule. The students are assigned a repertoire of several pieces and technical exercises (scales, etudes, arpeggios) based on their level. One SLO was eliminated.

- k. MUS 11B Applied Music/Guitar

The course was submitted for modification because of the 5 year review schedule. L. Tenney added that there needs to be clarity when filling out the justification piece.

*MUS 11A and 11B are taken as one motion.*

**MSC (J. Maringer/S. Sandler). Vote: unanimous. Motion passes.**

- l. THEA 3 El Teatro Campesino

This course is on a 5 year review cycle. It has new textbooks, SLOs were updated, and a description of the out of class assignments was added. L. Tenney added that this is offered as a Distance Education course but in the description it had a required attendance at a live performance which was removed to keep it as a DE course. R. Sharboneau suggested adding the justification of the textbook into the textbook portion under rationale.

**MSC (S. Sandler/N. Dequin). Vote: unanimous. Motion passes.**

### 3 Modification to Existing Programs

- a. Airframe – Certificate of Achievement

There was a clean-up of the program for transition to CurricUNET and the PLOs were entered.

**MSC (S. Sandler/R. Sharboneau). Vote: unanimous. Motion passes.**

- b. Powerplant Certificate of Achievement

There was a clean-up of the program for transition to CurricUNET and the PLOs were entered.

**MSC (S. Sandler/N. Dequin). Vote: unanimous. Motion passes.**

- c. Aviation Maintenance Technology – A. S. Degree

There was a clean-up of the program for transition to CurricUNET and the PLOs were entered.

- d. Aviation Maintenance Technology - Certificate of Achievement

There was a clean-up of the program for transition to CurricUNET and the PLOs were entered.

*Aviation Maintenance Technology – A. S. Degree and Certificate of Achievement are taken as one motion.*

**MSC (K. Wagman/J. Maringer). Vote: unanimous. Motion passes.**

- e. Kinesiology

There were addition course options added to the Kinesiology ADT degree. Also, all of the courses were changed to A, B, C versions based on the repeatability

rules. The courses needed to be re-articulated. It was suggested writing two program descriptions, one for the local degree and one more specific for the AD-T. N. Dequin will discuss this with the department.

**MSC (N. Dequin/J. Maringer). Vote: unanimous. Motion passes.**

VII. Adjournment by consensus at 4:31 pm.

**MSC (K. Wagman/N. Dequin).**