Curriculum Advisory Committee AGENDA
March 18, 2019   Meeting begins 3:00 p.m. – Room A -218C

Members: Randy Bublitz (Chair-CTE), Kathy O'Connor (Vice Chair- PE/ Athletics), Julie Brown (Business), Sandy Starkey (English), Dolores Howard (ESL/ Modern Languages), Armando Ramos (Fine Arts/ School of Media Arts), Cathy Schermer (Health and Human Services), Ignacio Alarcon (Mathematics), Matthew Kay (Sciences), Ruth Morales (Social sciences), Laura Castro (Education Support, Articulation), Lisa Schwarberg (articulation liaison), Kenley Neufeld (Admin Rep), Sally Chuah (non-voting member/resource), Laurie Vasquez (non-voting member/resource), Kaylene Thomas (Curriculum Coordinator/non voting member)

1.0   CALL TO ORDER
1.1   Public Comment
Comments are limited to three minutes per person and are not open for discussion by the committee

1.2   Review of January 14, 2019, February 4th, 2019 minutes and March 3, 2019 minutes

2.0   INFORMATION/DISCUSSION
Distance Education a very brief synopsis of the changes:
- **§ 55200. Definition and Application. Amended to add time and/or distance to the definition. Removes ambiguity to say that instruction provided through DE is subject to the Americans with Disabilities Act and Section 508 of the Rehabilitation Act of 1973.**
- **§ 55202. Course Quality Standards. Language change only to move from 'traditional' classroom to 'in-person' class.**
- **§ 55204. Instructor Contact. Amended to specify that regular effective contact must be among students in addition to between instructor and students.**
- **§ 55206. Separate Course Approval. Amends to require an addendum that addresses how course outcomes will be achieved in a DE format, how regular effective communication will be achieved, and how the course will meet accessibility requirements.**
- **§ 55208. Faculty Selection and Workload. Inserts language stating that "instructors of distance education shall be prepared to teach in a distance education delivery method consistent with local district policies and negotiated agreements**
- **Requirement Changes to Certificates of Achievements (2.0a attachment)**

2.1   CAC Calendar

CAC Calendar Fall 2018

CAC meetings; 3-5pm in A-218C

> January 14
> February 4
> March 4
> March 18
> April 1
> April 15
> April 29 (end of the school year summary)

Tech Reviews:3-5pm in A-218C - (15-20 min instruction)

> January 28
> February 11- Distance Ed training
> February 25
> March 11
> April 8
> April 22

2.2   Adjustments to the Agenda

2.3   Proposals on Hold

- COMP 107 Microsoft Word (held for Dist Ed)
- JOUR 215B - The Channels: Publication Editor (revision or removal of Objective #1)
- JOUR 215C - The Channels: Publication Manager (revision of Objective #1)
- STEM 102 - Principles and Practice of STEM Research (held to rework course)
- Dance - Associate in Arts

2.4   Course Deactivations Fall 2019

BIOL 104 - Molecular Biology

BIOL 105 - Molecular Biology Laboratory

2.5   Program Deactivations

3.0   HEARING

CREDIT

3.1   New Course Proposals

   A. CSMT 112A - Introduction to Cosmetology Clinic A
   Pre-req: CSMT 121
   SLO: New (approved)
   Dist Ed: none

   B. CSMT 112B - Introduction to Cosmetology Clinic B
   Pre-req: CSMT 112A
   SLO: New (approved)

Dist Ed: none

C. CSMT 113A - Fundamentals of Cosmetology Clinic A
    Pre-req: CSMT 122 or CSMT 112A and CSMT 112B
    SLO: New (approved)
    Dist Ed: none

D. CSMT 113B - Fundamentals of Cosmetology Clinic B
    Pre-req: csmt 113A
    SLO: New (approved)
    Dist Ed: none

E. CSMT 114A - Intermediate Cosmetology Clinic A
    Pre-req: CSMT 123 or CSMT 113A and CSMT 113B
    SLO: New (approval required)
    Dist Ed: none

F. CSMT 114B - Intermediate Cosmetology Clinic B
    Pre-req: CSMT 114B
    SLO: New (approved)
    Dist Ed: none

G. CSMT 115A - Advanced Cosmetology Clinic A
    Pre-req: CSMT 124 or CSMT 114A and CSMT 114B
    SLO: New (approval required)
    Dist Ed: none

H. CSMT 115B - Advanced Cosmetology Clinic B
    Pre-req: CSMT 115A
    SLO: New (approved)
    Dist Ed: none

I. ECON 101H - Microeconomics, Honors
    Pre-req: adding MATH 007C; course advisories MATH 107, ENG 110/110H
    SLO: new (approval required)
    Dist Ed: no online and no hybrid

J. FS112C - Spanish and Latin American Film
    Pre-req: none
    SLO: New (waiting for approval)
    Dist Ed: new online and hybrid (waiting for approval)

3.2   Modified Course Proposals

A. BIOL 101 - Plant Biology
    Adding Requisites due to AB705. CAC Approval date will not be updated.
    Pre-req: adding MATH 110C, MATH 137, SS110C; course advisories ENG 110/110H

B. BIOL 102 - Animal Biology
    Adding Requisites due to AB705. CAC Approval date will not be updated.

Pre-req: adding MATH 110C, MATH 137, SS110C; course advisories ENG 110/110H

C. BIOL 103 - Cell and Molecular Biology
Adding Requisites due to AB705. CAC Approval date will not be updated.
Pre-req: adding MATH 110C, MATH 137, SS110C; course advisories ENG 110/110H

D. CHEM 155 - General Chemistry I
Adding Requisites due to AB705. CAC Approval date will not be updated.
Pre-req: adding MATH 110C, MATH 137, SS110C; course advisories ENG 110/110H

E. CSMT 121 - Introduction to Cosmetology-Module 1 (Fall 2019)
Pre-req: none
SLO: updates (approved)
Dist Ed: none

F. CSMT 122 - Introduction to Cosmetology-Module 2
Pre-req: no changes
SLO: updates (approval required)
Dist Ed: none

G. CSMT 123 - Introduction to Cosmetology-Module 3
Pre-req: none
SLO: updates (approved)
Dist Ed: none

H. CSMT 124 - Introduction to Cosmetology-Module 4
Pre-req: no changes
SLO: updates (approved)
Dist Ed: none

I. CSMT 125 - Introduction to Cosmetology-Module 5
Pre-req: no changes
SLO: updates (approval required)
Dist Ed: none

J. ECON 101 - Microeconomics
Pre-req: adding MATH 007C; course advisories MATH 107, ENG 110/110H
SLO: no changes
Dist Ed: new online and no hybrid (approval required)

K. ENG 110 - Composition and Reading
Adding Requisites due to AB705. CAC Approval date will not be updated.
Pre-req: adding ESL 130 and ESL 134

L. ENG 110H - Composition and Reading, Honors
Adding Requisites due to AB705. CAC Approval date will not be updated.
Pre-req: adding ESL 130 and ESL 134

3.3 New Program Proposals

3.4 Modified Program Proposals

FS programs

NONCREDIT

3.5 New Noncredit Course Proposals

3.6 Modified Noncredit Course Proposals

3.7 New Program Noncredit Proposal

3.8 Modified Program Noncredit Proposals

Guests

Block A:

3:30 FS - Nico Maestu

3:40 ECON - Ruth Morales

3:50 BIOL/CHEM

Block B:

4:00 CSMT - Michelle Pauiloa

4:10

4:30

4:40

4.0   ACTION

CREDIT

4.1   New Course Proposals

A. PSY 111 - Introduction to Psychopharmacology (edits completed: Content Review, assignments)

4.2   Modified Course Proposals

A. COMM 122 - Mediated Interpersonal Communication (edits completed: Content Review ENG 110H)

B. COMM 142 - Leadership in a Global Society (edits completed: Content Review ENG 110H)

4.3   New Program Proposals

4.4 Modified Program Proposals

NONCREDIT

4.5 New Noncredit Course Proposals
A. ACTW NC214 - Exploring IRS Enrolled Agent Work
B. ACTW NC215 - Fundamentals of Income Tax
C. COMW NC001 - Building an Equity Mindset (edits completed: Required Assignments, Methods of Evaluation, new noncredit DLS)
D. COMW NC002 - Applying an Equity Mindset (edits completed: Required Assignments, Methods of Evaluation, new noncredit DLS)
E. PROW NC070 - Teaching with Humanizing Technology I
F. PROW NC071 - Teaching with Humanizing Technology II (edits completed: SLO)

4.6 Modified Noncredit Course Proposals
A. CISW NC001 - Installing and Configuring Windows Desktop
B. CISW NC002 - Configuring Windows
C. CISW NC003 - Installing and Configuring Windows
D. CISW NC004 - Administering Windows
E. CISW NC005 - VMware vSphere Install and Configure
F. CISW NC006 - VMware vSphere Advanced Management
G. PDW NC001 - Personalized Career Planning (completed: new noncredit DLS)
H. PDW NC002 - Strategic Job Search (completed: new noncredit DLS)

4.7 New Program Noncredit Proposals
4.8 Modified Program Noncredit Proposals
5.0 ADJOURN

California Community Colleges

TO: Chief Executive Officers
Chief Instructional Officers
Chief Business Officers

FROM: Alice Perez,
Vice Chancellor, Educational Services & Support

RE: Requirement Changes to Certificates of Achievements

This memorandum is a formal notification that the California Community College Chancellor's Office has revised the unit threshold that classify specific certificates as Certificate of Achievement (title 5 §55070). The purpose of the revision is to assist students in obtaining financial aid assistance. The unit thresholds for a Certificate of Achievement has been lowered to be consistent with guidelines set forth in federal financial aid standards, as well as permit colleges to transcript lower unit Certificates of Achievement. As a result, Certificate of Achievements are now defined with the following unit thresholds:

1. 16 or more semester units (24 or more quarter units): Accordingly, all certificates that are now 16 or more semester units (24 or more quarter units) must be submitted to the Chancellor's office for approval/chaptering. If colleges currently have certificates from 16 to less than 18 semester units (24 to than 27 quarter units) that have not been approved/chaptered by the CO, those certificates must now be submitted into the Chancellor's Office Curriculum Inventory (COCI) system in order to go through the approval process.

    a. Colleges are now able to submit the lower new unit certificates, 16 or more as Certificates of Achievement; however, the dropped down menu in COCI currently states 'Certificate', not Certificate of Achievement. The Tech Center is addressing the problem and the goal is to have the issue corrected by March 15, 2019. Once the update has been made in COCI, it will auto repopulate the fields to read Certificate of Achievements. For colleges that are entering a new Certificates of Achievement and not an update please be aware that the 'Approval Letter' will be incorrect and will have to be reprinted once the update has been made in COCI.

2. 8 to less than 16 units (12 to less than 24 quarter units): These lower unit certificates may be submitted for CO approval/chaptering if colleges wish to do so. Certificates that have not been approved/chaptered by the CO may not be listed on student transcripts.

If you have questions, please contact Dean Raul Arambula via email at raramubula@cccco.edu.

cc: Raul Arambula, Dean, Curriculum and Intersegmental Support