

DISTRICT CURRICULUM COMMITTEE MINUTES

December 10, 2008 3:30PM
Spruce Street Conference Room 307

Dina Humble chaired the meeting.

Members Present:

Moreno Valley:

Chris Rocco..... College Curriculum Committee Chair

Norco:

Dina Humble..... College Curriculum Committee Chair

Riverside:

Les Dean..... College Curriculum Committee Chair

Members Absent:

Moreno Valley

None

Norco

None

Riverside

None

Guests: Chip Herzig

A. MSC Rocco/Dean (unanimous) to accept the agenda (amended to include meeting dates for next semester) for today's meeting. MSC Rocco/Dean (unanimous) to approve the minutes of the December 2, 2008 curriculum meeting.

B. College Committee Updates:

Riverside (Les Dean) – Tuesday's meeting was productive with plenty of discussion regarding difficulties in accessing documentation within CurricUNET of new & revised proposals. Additionally, there have been problems delineating what the responsibilities of the curriculum representatives are. Some representatives are being required to shoulder an unreasonable portion of curriculum development. In some cases, the representative is given reassignment time to perform these duties, but this is not always the case.

Moreno Valley (Chris Rocco) – The Moreno Valley Curriculum Committee spent most of the meeting addressing course proposals on the agenda.

Norco (Dina Humble) – The committee expressed concerns regarding proposals not showing up in the approval process. They also echoed Riverside's comments regarding difficulties accessing proposal documentation within CurricUNET. Additionally, there were several proposals on Tuesday's agenda that did not have any documentation accompanying them.

D. Curriculum Process Update: The most recent version of the approval process was sent to the District Senate, and was approved on Tuesday. From this point forward, we are functioning under the new approval process.

- E. CurricUNET Update: There are complaints regarding accessing proposal documentation. Part of this is due to faculty being unused to how CurricUNET works, and what to look for. The documentation is still there but is viewed in a different way.

Winter will be a trial run for local certificates within CurricUNET to allow us to run the approval process and work out any issues before going live with this component in spring.

- F. MSC Rocco/Dean (unanimous) to approve the following curriculum proposals:

Distance Education

1. ECO-8 Microeconomics – Online Format
 2. GEG-1 Physical Geography – Hybrid Format
 3. GEG-1L Physical Geography Lab – Hybrid Format
- Items F1–F3 were approved by all three colleges.

New Courses

4. ART-19 Experimental Drawing
Moreno Valley rejected the proposal, finding it too vague. Norco and Riverside both approved this course with the contingency that some editing and fine-tuning will be done. Chip will work with the discipline to clean up the outline before it is finalized.
5. BIO-15 Soil Science and Management Laboratory
All three colleges approved this course in face-to-face format. However, there were questions regarding the online content. If this course is to be offered online, it must be brought through with a separate approval for distance education.
6. ENE-42B SolidWorks II
This course is only offered at Norco, and thus was only approved by the Norco committee.
7. HLS-1 Introduction to Homeland Security
This course will only be offered at Moreno Valley, and thus was only approved by the Moreno Valley committee.
8. MUC-1 Performance Techniques For Studio Recording
This course will only be offered at Norco, and thus was only approved by the Norco committee.
9. PHP-V05 Baseball, Varsity, Men
10. PHP-V07 Golf, Varsity, Men
11. PHP-V09 Swimming and Diving, Varsity Men
12. PHP-V10 Soccer, Varsity Men
13. PHP-V11 Pep Squad, Varsity, Men and Women
14. PHP-V19 Swimming and Diving, Varsity, Women
15. PHP-V23 Water Polo, Varsity, Men
16. PHP-V24 Water Polo, Varsity, Women
17. PHP-V25 Soccer, Varsity, Women
All three colleges voted to approve items F9-F17.
18. REA-4 Critical Reading as Critical Thinking
Riverside and Norco voted to approve this course. Moreno Valley voted no, and thus will not be offering REA-4.
19. SOC-17 Introduction to Public Mental Health
Only Moreno Valley and Riverside voted to approve this course. Norco will not offer SOC-17 at this time.

Course Revisions

- 20. CAT-76A Website Creation using Microsoft FrontPage
 - 21. CIS-76A Website Creation using Microsoft FrontPage
 - 22. CIS-72A Introduction to Web Page Creation
 - 23. CIS-72B Intermediate Web Page Creation Using Cascading Style Sheets (CSS)
- All three colleges approved items F20-F23.

- 24. COS-801 Level VI Cosmetology Concepts
 - 25. COS-811 Cosmetology Teacher Training
 - 26. COS-812 Esthetician
- Riverside approved items F24-F26. The program is only offered at Riverside, thus Moreno Valley and Norco did not vote.

- 27. ENE-42 SolidWorks I
- Norco approved this course revision. The program is currently only offered at Norco, thus Riverside and Moreno Valley did not vote.

- 28. PHP-10 Introduction to Physical Education
- 29. PHP-16 Introduction to Athletic Training
- 30. PHP-21 Athletic Training Applications
- 31. PHP-27 Football Theory
- 32. PHP-29 Soccer Theory
- 33. PHP-30 First Aid and CPR
- 34. PHP-35 Fitness and Wellness
- 35. PHP-36 Wellness: Lifestyle Choices
- 36. PHP-A11 Tennis, Beginning
- 37. PHP-A12 Tennis, Intermediate
- 38. PHP-A13 Tennis, Advanced
- 39. PHP-A20 Golf, Beginning
- 40. PHP-A21 Golf, Intermediate
- 41. PHP-A52 Fastpitch Fund: Offensive
- 42. PHP-A53 Fastpitch Fund: Defensive
- 43. PHP-A54 Fast Pitch Softball
- 44. PHP-A75 Walking for Fitness

All three colleges voted to approve items F28-F44.

Course Deletions

- 45. CAT-72A Introduction to Web Page Creation
- 46. CAT-72B Intermediate Web Page Creation Using Cascading Style Sheets (CSS)
- 47. ENE-32 Cad Workstation Customization
- 48. ENE-43 3D Technical Computer Animation
- 49. ENE-44 Adv Computer Animation
- 50. PHP-A35 Ski Conditioning
- 51. PHP-A79 In-Line Skating
- 52. PHP-V05A Baseball, Varsity, Men
- 53. PHP-V05B Baseball, Varsity, Men
- 54. PHP-V07A Golf, Varsity, Men
- 55. PHP-V07B Golf, Varsity, Men
- 56. PHP-V09A Swimming and Diving, Varsity, Men
- 57. PHP-V09B Swimming and Diving, Varsity, Men
- 58. PHP-V10A Soccer, Varsity, Men
- 59. PHP-V10B Soccer, Varsity, Men
- 60. PHP-V11A Pep Squad, Varsity, Men/Women
- 61. PHP-V11B Pep Squad, Varsity, Men/Women
- 62. PHP-V19A Swimming and Diving, Varsity, Women

- 63. PHP-V19B Swimming and Diving, Varsity, Women
 - 64. PHP-V23A Water Polo, Varsity, Men
 - 65. PHP-V23B Water Polo, Varsity, Men
 - 66. PHP-V24A Water Polo, Varsity, Women
 - 67. PHP-V24B Water Polo, Varsity, Women
 - 68. PHP-V25A Soccer, Varsity, Women
 - 69. PHP-V25B Soccer, Varsity, Women
- All three colleges voted to approve course deletions F45-F69.

Programs/Certificates

- 70. International Business Certificate Program
This new certificate/program was tabled by each of the colleges due to lack of documentation.
- 71. Office Fast-Track Local Certificate
Riverside and Norco voted to approve this new certificate. Moreno Valley voted no.
- 72. Victim Services Aide Local Certificate
Riverside voted to approve this new certificate. Moreno Valley and Norco voted no.
- 73. Culinary Arts Certificate Program
This program revision was approved by Riverside. As the program only resides at Riverside, neither Norco or Moreno Valley voted.
- 74. Engineering Software Applications Certificate Program
Riverside and Norco voted to approve this program revision. Moreno Valley abstained from voting due to lack of documentation.
- 75. Industrial Design Local Certificate
Riverside and Norco voted to approve this program revision. Moreno Valley abstained from voting due to lack of documentation.
- 76. Drafting Technology Certificate Program
Riverside and Norco voted to approve this program revision. Moreno Valley abstained from voting due to lack of documentation.
- 77. Computer Applications Certificate Program
Riverside and Norco voted to approve this program revision. Moreno Valley abstained from voting due to lack of documentation.
- 78. Web Master Local Certificate
Riverside and Norco voted to approve this program revision. Moreno Valley abstained from voting due to lack of documentation.
- 79. Computer Programming Certificate Program
Riverside and Norco voted to approve this program revision. Moreno Valley abstained from voting due to lack of documentation.
- 80. E-Commerce Local Certificate
Riverside and Norco voted to approve this program revision. Moreno Valley abstained from voting due to lack of documentation.

An electronic vote will be conducted by all three college curriculum committee members to ascertain where their respective committees stand on the above certificates/programs. The vote was conducted, with the results reported back to Toni Van Buhler by January 17th. All colleges voted to approve items F70-F80.

G. Spring Semester District Curriculum Dates

The committee discussed new meeting dates for the spring semester, and decided to meet every 2nd and 4th Thursday of the month. Tech Review will meet every 1st and 3rd Thursday of the month.

Meeting Adjourned: 5:15PM

Administrative Co-Chair: Sylvia Thomas

Secretary: Toni Van Buhler