

SRJC Curriculum Review Committee Meeting

March 11, 2019, 3:15 - 5:15 p.m.

4327 Doyle (2nd Floor)

Minutes

I. Call to Order - Meeting called to order at 3:21pm - Quorum established

Present - Josh Adams, Anne Donegan, Tom Falbo, Amy Roscielle Flores, Saska Gjorgjievska, Ivana Gorgievska, Donald Laird, Kerry Loewen, Sujan Sakar, Freyja Pereira, Eric Thompson, Robert Tuico, Ethan Wilde

Absent - Angie Evins, Guillermo Garcia, Amy Merkel, Dolph Rehkop, Phyllis Usina, Li Collier, Kate Blackwell

Staff - Kathy Matthies, Chas Crocker, Adrienne Leihy

6-Year Review Timelines by Clusters

Data pulled for CRC approved and frozen course changes only (does not account for drafts or proposed courses).

Year	CESS	WAIV	CANR	ECEA	LAAF	AH	STEM	HS	PS	BPS	LRET	KAD	BSS	SS/DRD	Totals
2017-18	0	0	0	0	7	0	0	0	0	0	0	0	0	0	7
2018-19	0	0	0	2	11	45	7	0	4	9	1	1	0	0	80
2019-20	5	11	15	9	25	30	22	26	9	31	1	66	11	12	273
2020-21	0	2	89	2	12	54	31	15	15	23	0	10	7	3	263
2021-22	0	24	25	8	29	28	17	32	25	35	0	20	16	9	268
2022-23	0	0	46	11	51	33	33	18	5	37	0	42	12	7	295
2023-24	0	32	60	2	81	47	45	23	25	49	0	40	11	12	427
2024-25	5	6	30	5	37	29	46	34	14	30	1	47	5	1	290
Cluster Totals	10	75	265	39	253	266	201	148	97	214	3	226	62	44	1903

COR's Due (Past & Current)	0	0	0	2	18	45	7	0	4	9	1	1	0	0	87
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3/5/2019

Agenda	Item	Type	LFR	Submitter	Course #	Title	Eff. Date	Discussing/Voting Outcome
II. Action Agenda - Course Proposals								
Action	1	REV	1/23/2017	Janet McCulloch	ADLTED 784	Commercial Food Preparation and Service Updates and Changes In: Hours, Course Description, Assignments, MOE and Textbooks Units / Hours (Old): 0.00 Units / 60.00 Lab Units / Hours (New): 0.00 Units / 18.00 Lab	F2020	M/S/A 13-0-0 Vote
Action	2	REV	2/25/2013	April Chapman	AJ 25	Community Relations Updates and Changes In: Recommended Preparation, SLOs and Objectives, and Textbooks Units / Hours: 3.00 Units / 3.00 Lecture Recommended Prep (Old): Eligibility for ENGL 1A or equivalent Recommended Prep (New): Eligibility for ENGL 100 or ESL 100 or appropriate placement based upon AB705 mandates	F2020	M/S/A 13-0-0 Vote
Action	3	REV	2/24/2014	Kasia Fortunati	COUN 93	Introduction to Case Management Updates and Changes In: Minimum weeks (17.5 to 6), Recommended Preparation, SLOs and Objectives, MOEs and Textbooks Units / Hours: 3.00 Units / 3.00 Lecture Recommended Prep (Old): Eligibility for ENGL 100 or ESL 100 and Course Completion of COUN 90 Recommended Prep (New): Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates; and Course Completion of COUN 90	F2020	Tabled for mis-matches in the assignments and MOI. Instructor not present
Action	4	REV	3/31/2014	Carol Hatrick	DH 72	Oral Health Education Updates and Changes In: Minimum weeks (17.5 to 8), Prerequisites, SLOs and Objectives, Topics and Scope, Assignments, MOEs and Textbooks Units / Hours: 2.00 Units / 2.00 Lecture Prerequisites (Old): Course Completion of DH 70 AND Course Completion of DH 71A AND Concurrent Enrollment in DH 71B. Prerequisites (New): Course Completion of DH 71A; AND Concurrent Enrollment in DH 71B	F2020	M/S/A 13-0-0 Vote
III. Consent Agenda								
A. Cluster Tech Committee Recommendations FULL REVIEW including associated content reviews (Date of last full review will change) - Items A-D M/S/A 13-0-0 Vote								
Consent	1	REV	3/27/2017	Janet McCulloch	ADLTED 764	Introduction to Student Information Systems Updates and Changes In: Course Description, SLOs and Objectives, Topics and Scope, Assignments and MOE Units / Hours: 0.00 Units / 6.00 Lab	F2020	
Consent	2	REV	12/10/2012	April Chapman	AJ 21	Introduction to Administration of Justice Updates and Changes In: SLOs and Objectives, and Textbooks Units / Hours: 3.00 Units / 3.00 Lecture Recommended Prep (old): Eligibility for ENGL 100 or ENGL 102 or ESL 100 or appropriate placement based on AB705 mandates Recommended Prep (new): Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates	F2020	
Consent	3	REV	3/10/2014	Amanda Mansfield	COUN 10	Student Success-The First Year Experience Updates and Changes In: Minimum weeks (14 to 6), SLOs and Objectives, Topics and Scope, Assignments, MOEs and Textbooks Units / Hours: 3.00 Units / 3.00 Lecture Recommended Prep: Eligibility for ENGL 100 or ESL 100 or appropriate placement based on AB705 mandates	F2020	

Agenda	Item	Type	LFR	Submitter	Course #	Title	Eff. Date	Discussing/Voting Outcome
Consent	4	REV	9/10/2013	Casandra Hillman	DANCE 16.6	Modern Dance VI Updates and Changes In: Limits on Enrollment, Topics and Scope, Assignments, MOE and Textbooks Units / Hours: 1.50 Units / 0.75 Lecture / 2.25 Lab Recommended Prep: Course Completion of DANCE 16.5 Limits on Enrollment (Old) By audition Limits on Enrollment (New) None	F2020	
Consent	5	REV	10/14/2013	Deanna Diaz	DH 68	Dental Hygiene-Electronic Patient Records Updates and Changes In: Minimum weeks (9 to 8), SLOs and Objectives, Topics and Scope, Assignments and MOEs Units / Hours: 0.50 Units / 0.50 Lecture Prerequisites: Concurrent Enrollment in DH 71A	F2020	
Consent	6	REV	4/14/2014	Lucinda Fleckner	DH 71A	Clinical Dental Hygiene Care and Theory 1 Updates and Changes In: Limits on Enrollment, SLOs and Objectives, Topics and Scope, Assignments, MOEs and Textbooks Units / Hours: 5.00 Units / 2.00 Lecture / 9.00 Lab Prerequisites: Concurrent Enrollment in DH 70 AND Course Completion or Current Enrollment in DE 50 and DE 51 and DE 55A Limits on Enrollment: Acceptance into a Allied Dental Program	F2020	
Consent	7	REV	4/15/2014	Lucinda Fleckner	DH 71B	Clinical Dental Hygiene Care and Theory 2 Updates and Changes In: Course Description, SLOs and Objectives, Topics and Scope, Assignments, MOEs and Textbooks Units / Hours: 5.00 Units / 2.00 Lecture / 9.00 Lab Prerequisites: Course Completion of DH 71A; AND Concurrent Enrollment in DH 72 and DH 75 and DH 74 and DH 76; AND Course Completion or Concurrent Enrollment in DE 55B	F2020	
Consent	8	REV	4/14/2014	Lucinda Fleckner	DH 71C	Clinical Dental Hygiene Care and Theory 3 Updates and Changes In: Course Description, SLOs and Objectives, Topics and Scope, Assignments, MOEs and Textbooks Units / Hours: 2.00 Units / 1.00 Lecture / 3.00 Lab Prerequisites: Course Completion of DH 71B and Concurrent Enrollment in DH 78	F2020	
Consent	9	REV	9/9/2013	Jennifer Apocotos-Kirk	DH 81	Community Dental Health Updates and Changes In: Minimum weeks (17.5 to 8), SLOs and Objectives, Topics and Scope, MOEs and Textbooks Units / Hours: 2.00 Units / 2.00 Lecture Prerequisites: Course Completion of DH 72	F2020	
Consent	10	REV	9/9/2013	Carol Hatrick	DH 83	Ethics, Jurisprudence & Practice Mgmt for Dental Hygienist Updates and Changes In: Minimum weeks (17.5 to 8), SLOs and Objectives, Topics and Scope, Assignments, MOEs and Textbooks Units / Hours: 2.00 Units / 2.00 Lecture Prerequisites: Concurrent Enrollment in DH 71E (or DH 84)	F2020	

Agenda	Item	Type	LFR	Submitter	Course #	Title	Eff. Date	Discussing/Voting Outcome
Consent	11	REV	5/7/2013	Eric Thompson	RELS 1	Introduction to Religious Studies Updates and Changes In: Recommended Prep (user-generated text), SLOs and Objectives, Topics and Scope, Assignments, MOEs, Textbooks and Applicable Disciplines (3 to 2) Units / Hours: 3.00 Units / 3.00 Lecture Recommended Prep: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates	F2020	
Consent	12	REV	5/7/2013	Eric Thompson	RELS 15	Islam Updates and Changes In: Recommended Prep (user-generated text), SLOs and Objectives, Topics and Scope, Assignments, MOEs and Textbooks Units / Hours: 3.00 Units / 3.00 Lecture Recommended Prep: Eligibility for ENGL 1A or equivalent or appropriate placement based on AB705 mandates	F2020	
B. Modification - Not a Full Review								
Consent	1	MOD	N/A	Ivana Gorgievska	MATH 156	Intermediate Algebra for Business and STEM Majors Updates and Changes In: Textbooks	X2019	
C. Technical Correction - Not a Full Review								
Consent	1	TC	N/A	Josh Adams	HR 60	Human Resource Management Updates and Changes In: Applicable Disciplines (addition of Labor Relations)	F2019	
Consent	2	TC	N/A	Josh Adams	HR 61	Human Resource Employment Law Updates and Changes In: Applicable Disciplines (addition of Labor Relations)	X2018	
Consent	3	TC	N/A	Josh Adams	HR 62	Human Resource Records Updates and Changes In: Applicable Disciplines (addition of Labor Relations)	F2018	
Consent	4	TC	N/A	Josh Adams	HR 63	Human Resource Hiring Process Updates and Changes In: Applicable Disciplines (addition of Labor Relations)	F2015	
Consent	5	TC	N/A	Josh Adams	HR 64	Human Resource Salary Administration Updates and Changes In: Applicable Disciplines (addition of Labor Relations)	F2015	
Consent	6	TC	N/A	Josh Adams	HR 65	Human Resource Benefits Administration Updates and Changes In: Applicable Disciplines (addition of Labor Relations)	S2016	
Consent	7	TC	N/A	Josh Adams	HR 66	Human Resource Administration Current Applications Updates and Changes In: Applicable Disciplines (addition of Labor Relations)	F2019	
Consent	8	TC	N/A	Josh Adams	PSYCH 1B	Introduction to Psychological Research Methods Updates and Changes In: DE MOI corrected from 100% Online to Either	F2018	

Item	Action Type	Submitter	Cluster Dean	Program Type	Program	Units	Description	Eff. Date
D. Major and Certificate Recommendations - Consent Agenda								
1	TC	Adrienne Leihy	J. Adams	Certificate of Achievement	Art: Applied Photography	24	Course # change: BMG 100 -> ESHIP 106	F2019
2	TC	Adrienne Leihy	J. Adams	Certificate of Achievement	Business: Banking and Lending	22.5	Course # change: BMG 100 -> ESHIP 106	F2019
3	TC	Adrienne Leihy	J. Adams	Certificate of Achievement	Business: Entrepreneurship	12	Course # change: BMG 100 -> ESHIP 106	F2019
4	TC	Adrienne Leihy	J. Adams	Certificate	Business: Marketing	12	Title change: GD51	F2019
5	TC	Adrienne Leihy	J. Adams	AS	Computer Science	34	CS 12 title change	F2019
6	TC	Adrienne Leihy	J. Adams	Certificate of Achievement	Digital Media: 3D Modeling & Animation	28	Remove CS 74.41B & 74.42B (inactive) Course # changes: CS 74.41A -> CS 74.41, CS 74.42A -> CS 74.42	F2019
7	TC	Adrienne Leihy	J. Adams	AS	Digital Media: 3D Modeling & Animation	29	Remove CS 74.41B & 74.42B (inactive) Course # changes: CS 74.41A -> CS 74.41, CS 74.42A -> CS 74.42	F2019
8	TC	Adrienne Leihy	J. Adams	Skills Certificate	Emergency Medical Technician (EMT-Basic)	7.5	EMC 103 title change	F2019
9	TC	Adrienne Leihy	J. Adams	Certificate of Achievement	Fire Technology	30	Remove from electives: FIRE 212 (inactive), EMC 103 title change	F2019
10	TC	Adrienne Leihy	J. Adams	AS	Fire Technology	21	Remove from electives: FIRE 212 (inactive), EMC 103 title change	F2019
11	TC	Adrienne Leihy	J. Adams	Certificate of Achievement	Firefighter I Academy	21.5	EMC 103 title change	F2019
12	TC	Adrienne Leihy	J. Adams	Certificate of Achievement	Fitness, Nutrition and Health	26	KINES 4 title change	F2019
13	TC	Adrienne Leihy	J. Adams	AS	Fitness, Nutrition and Health	30	KINES 4 title change	F2019
14	TC	Adrienne Leihy	J. Adams	Skills Certificate	Graphic Design: Production Fundamentals	15	GD 51 title change	F2019
15	TC	Adrienne Leihy	J. Adams	Skills Certificate	Industrial Maintenance Fundamentals	11	Course # change: WELD 70 -> WELD 170	F2019
16	TC	Adrienne Leihy	J. Adams	AS	Kinesiology	32.5	Title change: KINES 4, KINES 62A, KINES 62B, KINES 62C, KINES 62D	F2019
17	TC	Adrienne Leihy	J. Adams	Certificate of Achievement	Machine Tool Technology	24	Course # change: WELD 70 -> WELD 170	F2019
18	TC	Adrienne Leihy	J. Adams	AS	Machine Tool Technology	25	Course # change: WELD 70 -> WELD 170	F2019
19	TC	Adrienne Leihy	J. Adams	AS	Natural Resources	27	Remove from electives: NRM 85 (inactive)	F2019
20	TC	Adrienne Leihy	J. Adams	AA	Paralegal Studies	36	Title change: PLS 50	F2019
21	TC	Adrienne Leihy	J. Adams	AS	Paramedic	50.25	EMC 103 title change	F2019
22	TC	Adrienne Leihy	J. Adams	Certificate of Achievement	Paramedic	50.25	EMC 103 title change	F2019
23	TC	Adrienne Leihy	J. Adams	Certificate of Achievement	Pest Control Adviser	42	Title change: HORT 8, HORT 12, HORT 80	F2019
24	TC	Adrienne Leihy	J. Adams	Certificate of Achievement	Theatre Arts: Stagecraft	32.5	Course # change: WELD 70 -> WELD 170	F2019
25	TC	Adrienne Leihy	J. Adams	Certificate of Achievement	Wastewater Treatment Operations	18	WWTR 124 title change	F2019
26	TC	Adrienne Leihy	J. Adams	AS	Wastewater Treatment Operations	25	WWTR 124 title change	F2019
27	TC	Adrienne Leihy	J. Adams	Certificate of Achievement	Water Utility Operations	18	WWTR 124 title change	F2019
28	REV	Jeffrey Diamond	J. Adams	Skills Certificate	Computer Studies: Adobe Certification Training in InDesign	7	Reduce units from 10 to 7	F2019
29	REV	Jeffrey Diamond	J. Adams	Skills Certificate	Computer Studies: Adobe Certification Training in InDesign	7	Remove from requirements: CS 72.11C	F2019
30	REV	Betsy Fischer	B. Goldstein	AA	Culinary Arts	44	Remove from requirements: WINE 70 Add to requirements: CUL 256.5	F2019
31	REV	Betsy Fischer	B. Goldstein	Skills Certificate	Culinary Arts: Front House Operations	11.5	Remove from requirements: WINE 70 Add to requirements: CUL 256.5	F2019
32	REV	Betsy Fischer	B. Goldstein	Certificate of Achievement	Culinary Arts: Restaurant Management	19.5	Remove from requirements: WINE 70 Add to requirements: CUL 256.5	F2019
33	REV	Betsy Fischer	B. Goldstein	AS	Culinary Arts: Restaurant Management	20.5	Remove from requirements: WINE 70 Add to requirements: CUL 256.5	F2019
34	REV	Carol Hatrick	D. Chigazola	Certificate of Achievement	Dental Assisting	25.5	Reduce units from 43.5 to 27.5 Revise catalog description	F2019
35	REV	Carol Hatrick	D. Chigazola	Certificate of Achievement	Dental Assisting	25.5	Remove from requirements: PSYCH 1A, ANAT 140, BIO 10, FDNT 10, FDNT 62, DA 61, DA 66.1A, DA 66.1B Add to requirements: DA 66.2, DA 66.2L Required course DE 55B units reduced from 2.00 to 1.00	F2019
36	REV	Brian Antonson	K. Loewen	Certificate of Achievement	Digital Media: Digital Filmmaking	31	Remove from requirements: CS 74.21C, MEDIA 22 Add to requirements: MEDIA 19, JOUR 55 Remove 4.00 unit electives block containing MEDIA 19 & MEDIA 21 Change existing 3.00 unit electives block to 6.00 units Add to electives: CS 74.21C, MEDIA 21, MEDIA 22, MEDIA 123	F2019

Item	Action Type	Submitter	Cluster Dean	Program Type	Program	Units	Description	Eff. Date
37	REV	Brian Antonson	K. Loewen	AS	Digital Media: Digital Filmmaking	32	Remove from requirements: CS 74.21C, MEDIA 22 Add to requirements: MEDIA 19, JOUR 55 Remove 4.00 unit electives block containing MEDIA 19 & MEDIA 21 Change existing 3.00 unit electives block to 6.00 units Add to electives: CS 74.21C, MEDIA 21, MEDIA 22, MEDIA 123	F2019
38	REV	Lyra Bobo	K. Loewen	Certificate of Achievement	Fashion Studies: Retail Merchandising	20.5	Remove from requirements: BMK 60 Create 3.00 electives block with: BMK 60, BMG 61, BMG 63.1	F2019
39	REV	Randy Collins	A. Chapman	Certificate of Achievement	Fire Technology	30	Add to electives: FIRE 50	F2019
40	REV	Randy Collins	A. Chapman	AS	Fire Technology	21	Add to electives: FIRE 50	F2019
41	REV	Albert Yu	J. Adams	Certificate of Achievement	Hospitality: Front Office Management	16	<i>Program was approved for inactivation by CRC on 10/8/2018 & Board approved for inactivation on 11/20/2018 for fall 2019. Department requests to reactivate & revise for fall 2019.</i> Change name to Hospitality: Management Add to requirements: HOSP 68 Remove from requirements: BAD 52, HOSP 53, HOSP 54 Add to electives: BAD 1, BAD 2, ECON 1, FDNT 1, HOSP 53, HOSP 54, MATH 15 Increase elective units from 3 to 6	F2019
42	INAC	Carol Hatrick	D. Chigazola	Certificate of Achievement	Dental Assisting (Extended-22-month)	44		F2019
43	INAC	Randy Collins	A. Chapman	Skills Certificate	Fire Command 1A	1.5		F2019
44	INAC	Randy Collins	A. Chapman	Skills Certificate	Fire Command 1B	1.5		F2019
45	INAC	Randy Collins	A. Chapman	Skills Certificate	Fire Instructor 1A	2		F2019
46	INAC	Randy Collins	A. Chapman	Skills Certificate	Fire Investigation	3		F2019
47	INAC	Randy Collins	A. Chapman	Skills Certificate	Fire Management 1	2		F2019

Business Items:

- 1 Required Texts and other Instructional materials- CRC voted 13-0-0 to change "Representative Textbooks" to "Representative Textbooks and Materials"
- 2 Course Description - Catalog versus Schedule - CRC Voted 13-0-0 to retain the catalog description and remove the schedule description from the COR's
- 3 Writer's Guide Update - CRC Co-Chairs have updated the Curriculum Writer's Guide and Eric Thompson will review

Future Items:

- 1 DE Addendum Review – DOC recommendation
- 2 Training
- 3 CRC Members – defining roles