

## Chabot College Curriculum Committee Minutes October 19, 2016

**Chair:** Dara Greene

**Voting Member Present:** Aaron Deetz, Mireille Giovanola, Lynn Klein, Erin Kelly, Christine Santiago, Pedro Reynoso, and Arturo Lopez Yanez  
**Absent:** Connie Telles, SSCC rep.

**EX Officio Members Present:** Jane Church, Edna Danaher, Char Perlas, Stacy Thompson, Shannon Stanley,

**Student Services:** Jean Lee **Academic Services:** Michelle Chan, Megan Parker, and Angela Villasana,

**Guests:** Julie Coan, SLOAC Chair, Francisco Zermeño, Marcia Corcoran, Dale Wagoner and Heather Clements

**Minutes by:** Catherine Gentiluomo

| Agenda Item  | Discussion  | Action Items   |
|--|---|--|
| 1. Call to order                                   | 2:20 by Dara Greene, Chair  |  |
| 2. Minutes 10/04/2016                              | Minutes were reviewed and approved as corrected.  | Michelle Chan to post to website   |
| 3. Presentation Language Arts<br>Francisco Zermeño | <p>SPA 5A will be converted to Service Learning Course which will include all world languages. The current emphasis will be in Spanish. The history of the Service Learning Courses AT/ATS was reviewed with the committee. This will enhance our student's ability to practice and grow their fluency in another language and allow the student to transfer to a four year school. This curriculum was discussed with the Faculty Senate and Faculty Association to accommodate faculty semester teaching load.</p> <p>The lack of pre-requisite requirements was discussed. It is noted pre-requisites allow a 'block' through banner to only have those students qualified allowed to enroll in specific coursework. The concern is for native speaker's eligibility for this course without taking specific coursework. The committee felt this should be part of this course. Discussion to be at division level faculty if it should be 1B or 1A coursework as prerequisite not just strongly recommended. Counseling can submit <i>Pre-requisite Waiver</i> if student is fluent enough to complete the community coursework required in this course but has not taken the pre-reqs.</p> | Author to discuss pre-req's with other teaching faculty before course reaches level 3. D. Greene, J. Church, M. Chan will assist in updating the course before voted upon. |

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|   | <p>The course will be considered as part of the AA at a late date.</p>  |   |
| <p>Marcia Corcoran<br/>Heather Clements</p> | <p>LNSK (Learning Skills) courses have not been updated five+ years. The course textbooks and outlines have been reviewed and updated. Many of the textbook work is Web-based references not textbooks.</p> <p>The LNSK were originally English and Math courses. Working with DSPS as a collaborative to create short term lab/clinical support coursework to assist students both with/without diagnosed learning disabilities to reach college level skills for them to succeed in college classes. There is no English or math credit for these courses. This is a practice lab to prepare student for college level coursework.</p> <p>LPC 'like' courses were reviewed for structure but course designation changed to keep the courses separate. Pre-requisites were discussed and updated as required.</p> <p>Repeatability was discussed. Requires waiver from DSPS including DSPS assessment. The courses are not set up as repeatable.</p> <p>LNSK 116 diagnosing possible learning disabilities<br/>LNSK 17-118 English coursework<br/>LNSK 119-121 Math coursework</p> |   |
| <p>4. Voting</p>                            |   |   |
| <p>Art and Humanities</p>                   | <p>The following courses were reviewed. Grammar and typos will be corrected before submission to the board.<br/>ARCH 33, ARCH 8, MURT 05, MUSL 2A/2B/2C.</p>  | <p><i>Motion to approve these courses with updates and modifications. EK/MG<br/>Approved: 6/0</i></p> |
|   | <p>The following courses were reviewed. Standard language of K-12 will be updated in all courses. Grammar and typos will be corrected before submission to the board.<br/>THRT 5A/5B and THTR 14, THTR 15A</p>  | <p><i>Motion to approve these new courses.<br/>EK/MG Approved: 6/0</i></p>                            |

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|                                   | The following courses were reviewed. THTR 61B is being held for continued review and update. It will be resubmitted in Spring 2017.   | <i>Motion to approve THTR 61A as a new course. EK/PR Approved: 6/0</i>  |
| Business and Technology           | The following course were reviewed for updated and deactivation:<br>Updates: ATECH 7, 8, 10, 90, BMW 20, 30, 40, and BUS 36.<br>Deactivation: BUS 17, 87, 88, 89, 94  | <i>Motion to approve these courses with updates, modifications or to deactivate. EK/MG Approved: 5/0</i>  |
|                                   | The following courses were reviewed for updates and modifications. The pre-requisites were changed to 'Strongly Recommended' by the author.<br>ESYS 54, 55A, 55B, 56A/B/C, 57A/B/C, 57, & 60, INDT 74   | <i>Motion to approve these courses with updates and modifications EK/PR Approved: 5/0</i>   |
|                                   | The following Certificate of Achievement of Accounting Technician was reviewed for updates  | <i>Motion to approve this program with updates and modifications. AD/MG Approved: 5/0</i>   |
| Health, Kinesiology and Athletics | The following courses were reviewed and approved. There was a discussion on required attendance. Hours are required for accreditation<br>Updates: DHYG 50B, 56B, 61S, 74B, 81A, 81B, 82A, NURS 75, Including Program updates to Dental Hygiene<br>Deactivation: NURS 50 | D. Greene to check FA contract about attendance requirements for course grades.<br><br><i>Motion to approve these courses and program with updates, modifications or deactivated. EK/MG Approved: 5/0</i> |
|                                   | MEDA 70A needs clarification. MA degree updates will be approved when course is approved.   | Return to Author for updates.   |
|                                   | PEAC JUD4: This course was reviewed and will be updated for grammar and typos. Question, should there be a consistency for similar courses grading letter or P/NP was discussed.  | <i>Motion to approve this course with updates and modification EK/MG Approved: 5/0</i>  |
| Social Sciences                   | The following programs and courses were reviewed and approved.<br>New: ENST 1 and ES 10<br>Updated: SOCI 10   | <i>Motion to approve the new courses and updated course EK/AD Approved: 5/0</i>   |

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| 5. GNST 9                               | This course is listed in error. No course outline was created or filed but it is has been offered and listed on the state Inventory.  | <i>Motion to deactivate this course.<br/>PR/MG Approved: 5/0</i>   |
| 6. Grading Policy                       | <p>The grade option is available on CurricUNET but there is no written college or board policy about how students should be graded; letter vs. pass/no pass. It is suggested the committee work with articulation officer to create an advisory policy to the Faculty Senate, President and Board. Title 5 requires the district to have a written policy.</p> <p>It is also noted several courses on the schedule do not have a designation of grading for the course.</p> | <p>Guidelines for instructors regarding grading will be discussed at later meeting.</p> <p>A. Villasana will email the respective deans and D. Greene with a list.</p> |
| 7. Northern Regional Curriculum Meeting | Meeting is Friday 10/21. If you would like to attend D. Greene and M. Chan will be attending.   |  |
| 8. Good of the Order                    |   | Meeting Adjourned 3:50 PM  |
|   | Next meeting scheduled for Tuesday, November 1, 2016  | Minutes Review and approved 6/0/2<br>November 1, 2016  |