

Citrus College

Citrus Community College District: Academic Affairs

1000 W. Foothill Boulevard, Glendora, CA 91741

Zoom link: <https://us06web.zoom.us/j/81302373857?pwd=Z0EzRzl3bCs5OFM2dIpnS1R1SkNhZz09>

MINUTES

Curriculum Committee

Thursday, March 30, 2023; 2:40 - 4:00 p.m.; Hayden Hall

2022 - 2023 Membership * indicates voting member (Quorum - 9)

Curriculum Chair: **Lisa Villa-P**
COUN Faculty*: **Raquel Gutierrez-P**
CTCE Faculty*: **Dave Brown-A**
CTCE Faculty*: **Robert Solis-P**
KIN Faculty*: **Traci Rodriguez-P**
LAL Faculty*: **Nicholas Henson-P**
LAL Faculty*: **Mark Gunderson-P**
MB Faculty*: **Toros Berbery-P**
MB Faculty*: **Patrick Borja-P**
NPHS Faculty*: **Laura Kinnaman-P**
NPHS Faculty*: **Nora Sullivan-P**
SBS Faculty*: **Rihao Gao-P**
SBS Faculty*: **Jamie Love-A**
VPA Faculty*: **Sean Fitzpatrick-A**
VPA Faculty*: **Gino Munoz-A**

SLOA Coordinator*: **Dr. Cathrine Besancon-A**
Articulation Officer: **Michelle Plug-P**
Librarian*: **Elizabeth Cook-P**
Program Review Coordinator: **Brian Anderson-A**
ASCC Representative: **Lizbeth Munguia Renteria-A**
Academic Senate President*: **Jeremy Clark-P**
Catalog/Schedule Analyst: **Gwen Harris-P**
Curriculum Assistant: **Sabrina Lopez-P**
Transcript Evaluators: **Darlene Herrera-P/Michelle Perez-A**
Interim VP Academic Affairs: **Dr. Dana Hester-P**
A&R Dean: **Dr. Gerald Sequiera-A**
LAL Dean: **Nickawanna Shaw-A**
SBS Dean: **Dr. Salima Allahbachayo-P**
CTCE Dean: **Kimberly Mathews-P**
Registrar: **Cinthya Arrieta-A**

Guests: Ann Averett and Eric Rabitoy

I. Meeting called to Order - Lisa Villa called the meeting to order at 2:42 p.m. and Lisa asked for a motion to make a correction to the agenda. On action item C. She would like to separate aligning local GE Patten with CSUGE/IGETC as discussion item C and the KIN 178 Area D stay as an action item. M/S/P- R. Gutierrez/N. Sullivan

II. Approval of Minutes - Minutes from 12/1/2022. M/S/P- R. Gutierrez/N. Sullivan

III. Action Items - A. Add "or MTRK 101" as prerequisite to MTRK 152A, since MTRK 101 is replacing MTRK 148. M/S/P- R. Gutierrez/N. Sullivan

B. KIN 166, add D1 to District General Education. M/S/P- R. Gutierrez/N. Sullivan

C. KIN 178 add to District General Education D2. M/S/P- R. Gutierrez/N. Sullivan

IV. Discussion Items - A. Curriculum Handbook - Lisa asked the committee to review the curriculum handbook and bring any suggestions/edits to the next curriculum meeting where we can review as a committee.

B. Second Faculty Originator Step in Workflow- Lisa stated that sometimes courses may get stuck in originator folders and it would help to have 2 faculty originators on a single proposal so we can get courses through the cycle as soon as we can.

C. Aligning Local GE Pattern with Title 5. Right now we are 10 units above what Title 5 requires for transferring and it would be beneficial for our transfer students if we made this change to our local GE pattern. We are reconvening the GE Committee and are looking for different representatives from different areas so we can make some changes to the local GE pattern, right now we only have 1 volunteer.

V. Information Items - Student Learning Hours - Sabrina went over the new field on the CIM forms that is labeled Total Student Learning Hours, which is the sum of total contact hours (lecture + lab) + homework hours (lecture hours x2). If you have any questions please email Gwen Harris or Sabrina Lopez. A formula table and examples of Total Student Learning Hours will be sent out to division curriculum representatives and deans.

VI. Public Forum/Announcements

VII. Meeting Adjourned at 3:39 p.m.

New Courses						
Subject & Course Code	Course Title	Originator	Requisites	OE Addendum	Semester Effective	Committee Action
MUSP 202	MUSP 202: Competitive Collegiate Tenor Bass Ensemble	S. Fitzpatrick	X	X	Fall 2024	M/S/P- R.Gutierrez/ N. Sullivan
NC 110	NC 110: Drone Applications in Public Safety	R. Woolford		X	Fall 2024	M/S/P- R.Gutierrez/ N. Sullivan
NC 111	NC 111: Autonomous Applications in Drones	R. Woolford		X	Fall 2024	M/S/P- R.Gutierrez/ N. Sullivan
NC 112	NC 112: Environmental Science Applications in Drones	R. Woolford		X	Fall 2024	M/S/P- R.Gutierrez/ N. Sullivan
NC 690	NC 690: Bloodborne Pathogens	D. Fernandez		X	Fall 2024	M/S- R.Gutierrez/ N. Sullivan-Tabled to get faculty input on minimum quals.
NC 691	NC 691: HIPAA and Introduction to EHR	D. Fernandez		X	Fall 2024	M/S- R.Gutierrez/ N. Sullivan-Tabled to get faculty input on minimum quals.
NC 705	NC 705: Art - Still-Life Drawing for Older Adults	D. Fernandez			Fall 2024	M/S- R.Gutierrez/ N. Sullivan-Tabled to get faculty input on minimum quals.
NC 706	NC 706: Art - Portrait Drawing for Older Adults	D. Fernandez			Fall 2024	M/S- R.Gutierrez/ N. Sullivan-Tabled to get faculty input on minimum quals.

Modified Courses						
Subject & Course Code	Course Title	Originator	Added or Revised Requisites	Added or Revised OE Addendum	Semester Effective	Committee Action
ACCT 102	ACCT 102: Managerial Accounting	P. Borja			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
ART 140	ART 140: Beginning Ceramics	M. Hillman			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
ART 141	ART 141: Intermediate Ceramics	M. Hillman			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
ART 143	ART 143: Beginning Ceramics - Handbuilding	M. Hillman			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
ART 145	ART 145: Ceramic Design and Decoration	M. Hillman			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
ART 149	ART 149: Studio Problems in Ceramics	M. Hillman			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
ART 240	ART 240: Advanced Ceramics I	M. Hillman			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
ART 241	ART 241: Advanced Ceramics II	M. Hillman			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
CM 140	CM 140: Construction Materials, Methods and Assembly	R. Loya	X		Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
CM 150	CM 150: Current Technology Applications in Construction	R. Loya			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
CM 270	CM 270: Construction Equipment & Methods	R. Loya			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
CM 282	CM 282: Principles of Structural Design	R. Loya			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
CM 290	CM 290: Construction Planning, Scheduling and Control	R. Loya	X		Fall 2024	M/S/P- R. Gutierrez/N. Sullivan

COS 231	COS 231: Citrus Salon	M. Fischer	X		Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
ESTH 142	ESTH 142: Salon Success - Full-time	A. Everett			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
ESTH 144	ESTH 144: Salon Success Part I - Part- time	A. Everett			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
ESTH 145	ESTH 145: Esthetician Salon Success Part II	A. Everett			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
GER 202	GER 202: German IV	N. Henson			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
HEAL 100	HEAL 100: Emergency Medical Services Career Preparation	A. Laicans			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
HEAL 161	HEAL 161: Emergency Medical Technician - Basic	A. Laicans			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
HIST 108H	HIST 108H: History of the United States since 1877 - Honors	B. Waddingt on		X	Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
HUM 101	HUM 101: Humanities - Prehistory through the Medieval Period	J. Love			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
HUM 101H	HUM 101H: Humanities - Prehistory through the Medieval Period - Honors	J. Love			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
ITIS 107	ITIS 107: Network Technology	M. Parsons		X	Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
ITIS 165	ITIS 165: Database Principles Using SQL	M. Parsons		X	Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
ITIS 170	ITIS 170: Database Programming	M. Parsons		X	Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
KIN 118	KIN 118: Meditation and Mindfulness	T. Rodriguez			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan

KIN 176	KIN 176: Elementary School Physical Education	T. Rodriguez			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
NC 650	NC 650: Introduction to Microsoft Office Applications	D. Fernandez		X	Fall 2024	M/S- R.Gutierrez/ N. Sullivan-Tabled to get faculty input on minimum quals.
NC 652	NC 652: Computer Keyboarding and Document Processing	D. Fernandez		X	Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
NC 703	NC 703: Mastering Every Day Computer Technologies and Mobile Devices	D. Fernandez		X	Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
NC 717	NC 717: Overall Health and Wellness for the Older Adult	D. Fernandez		X	Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
OFF 698C	OFF 698C: Cooperative Education	M. Parsons			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
PHIL 101	PHIL 101: Great Religions of the World	J. Love			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
PHIL 106H	PHIL 106H: Introduction to Philosophy - Honors	J. Love			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
PSY 101H	PSY 101H: Introduction to Psychology - Honors	A. Kim			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
THEA 130	THEA 130: Introduction to Scenic Design & Art Direction for Theatre and Film	J. Holbrook			Fall 2024	M/S- R.Gutierrez/ N. Sullivan-Tabled to get faculty input on minimum quals.
THEA 160	THEA 160: Computer Aided Design for Theatre	J. Holbrook			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
THEA 226	THEA 226: Concert Touring	D. Volonte	X		Fall 2024	M/S/P- R. Gutierrez/N. Sullivan

THEA 262	THEA 262: Rigging and Automation for Theatre and Live Events	J. Holbrook			Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
THEA 270	THEA 270 : Introduction to Production Management	J. Holbrook			Fall 2024	M/S- R.Gutierrez/ N. Sullivan-Tabled to get faculty input on minimum quals.

Deactivated Courses						
Subject & Course Code	Course Title	Originator	Requisites	OE Addendum	Semester Effective	Committee Action
NC 260A	NC 260A: Algebra Review: Elementary and Intermediate Algebra A	D. Fernandez		X	Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
NC 260B	NC 260B: Algebra Review: Elementary and Intermediate Algebra B	D. Fernandez		X	Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
NC 265A	NC 265A: Stat Prep: Basic Skills for Introductory Statistics A	D. Fernandez		X	Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
NC 265B	NC 265B: Stat Prep: Basic Skills for Introductory Statistics B	D. Fernandez		X	Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
NC 298A	NC 298A: Composition Fundamentals: Reading and Study Skills	D. Fernandez		X	Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
NC 298B	NC 298B: Composition Fundamentals: Critical Thinking and Writing	D. Fernandez		X	Fall 2024	M/S/P- R. Gutierrez/N. Sullivan
RNRS 290	RNRS 290: Gerontological Nursing	S. Kibbe	X	X	Fall 2024	M/S/P- R. Gutierrez/N. Sullivan

New Programs				
Program Title	Originator	Justification	Semester Effective	Committee Action
Entry Level Healthcare Skills Certificate of Competency	D. Fernandez	The Entry Level Healthcare Skills certificate will prepare individuals to step into roles within the healthcare system. The Health Insurance Portability and Accountability Act (HIPAA), Electronic Health Record (EHR) and basics of Blood Borne Pathogens (BBP) will all be covered.	2024-2025	Tabled - The suggestion was made to add NC 602, "Basic Life Support/American Heart Association".

Modified Programs				
Program Title	Originator	Justification	Semester Effective	Committee Action
Cosmetology A.S. Degree	M. Fischer	Due to reducing the hours required in this program, the students are unable to practice on real people in a salon environment. We have been unable to open up to the public. Servicing the public has always been such a big part of the cosmetology program. This is absolutely necessary. We have realized that students will not take a class unless it is a requirement, therefore, the proposed change.	2024-2025	M/S/P- R. Gutierrez/N. Sullivan
Cosmetology Certificate of Achievement	M. Fischer	Due to reducing the hours required in this program, the students are unable to practice on real people in a salon environment. We have been unable to open up to the public. Servicing the public has always been such a big part of the cosmetology program. This is absolutely necessary. We have realized that students will not take a class unless it is a requirement, therefore, the proposed change.	2024-2025	M/S/P- R. Gutierrez/N. Sullivan