

Citrus College

**Citrus Community College District: Academic Affairs
1000 W. Foothill Boulevard, Glendora, CA 91741**

Zoom link: <https://us06web.zoom.us/j/81302373857?pwd=Z0EzRzl3bCs50FM2dlpnS1R1SkNhZz09>

MINUTES

Curriculum Committee

Thursday, May 25, 2023; 2:40 - 4:00 p.m.; Hayden Hall

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

Curriculum Chair: Lisa Villa - P	SLOA Coordinator*: Dr. Cathrine Besancon - A
COUN Faculty*: Raquel Gutierrez - P	Articulation Officer: Michelle Plug - P
CTCE Faculty*: Dave Brown - A	Librarian*: Elizabeth Cook - A
CTCE Faculty*: Robert Solis - P	Program Review Coordinator: Brian Anderson - A
KIN Faculty*: Traci Rodriguez - A	ASCC Representative: Lizbeth Munguia Renteria - A
LAL Faculty*: Nicholas Henson - P	Academic Senate President*: Jeremy Clark - P
LAL Faculty*: Mark Gunderson - P	Catalog/Schedule Analyst: Gwen Harris - P
MB Faculty*: Toros Berberryan - P	Curriculum Assistant: Vacant
MB Faculty*: Patrick Borja - A	Transcript Evaluators: Darlene Herrera/Michelle Perez - A
NPHS Faculty*: Laura Kinnaman - P	VP Academic Affairs: Dr. Dana Hester - P
NPHS Faculty*: Nora Sullivan - P	A&R Dean: Dr. Gerald Sequiera - A
SBS Faculty*: Riham Gao - P	LAL Dean: Nickawanna Shaw - A
SBS Faculty*: Jamie Love - A	SBS Dean: Dr. Salima Allahbachayo - A
VPA Faculty*: Sean Fitzpatrick - A	CTCE Dean: Kimberly Mathews - A
VPA Faculty*: Gino Munoz - A	Registrar: Cinthya Arrieta - A

Guests: **Lea Bagtas (for Patrick Borja), Victoria Dominguez, Junior Domingo, Rudy Gonzales, Ralph Tippins, Paul Swatzel, Tracy Nguyen, Esmeralda Medrano, Noemi Barajas, Ivon McCraven, Robert Chen**

I. Meeting called to Order - 2:52 p.m.

II. Approval of Minutes - Minutes from 4/27/2023 - **M/S/P** - R. Gutierrez/N. Sullivan

III. Action Items - A. Curriculum Handbook - **Tabled**, will bring to first fall meeting.

B. GAME 192 and 193 updates to prereqs and coreqs - **M/S/P** - R. Gutierrez/N. Sullivan

C. Child & Adolescent Studies ADT revision - **M/S/P** - R. Gutierrez/N. Sullivan

D. QuickBooks skill award deactivation - **M/S/P** - R. Gutierrez/N. Sullivan

IV. Discussion Items - A. Curriculum co-chair in Curriculum Handbook - Lisa Villa asked the committee about potentially adding a co-chair to the committee who could lead Curriculum Committee meetings in the Chair's absence. The role would allow the faculty member to gain experience/knowledge in case they wanted to pursue the chair position. After discussion, the committee agreed that the role would be called "Assistant Chair" and would be a non-voting faculty member, whose sole responsibility would be acting as back-up in the Chair's absence. Lisa will write this up and bring to the Curriculum Committee in the fall for a vote.

V. Information Items - A. List of laboratory classes increasing from .667 LHE lab factor to .75 LHE lab factor, effective fall 2023.

VI. Public Forum/Announcements

VII. Meeting Adjourned - 4:01 p.m.

Modified Courses						
Subject & Course Code	Course Title	Originator	Added or Revised Requisites	Added or Revised OE Addendum	Semester Effective	Committee Action
CHLD 134	CHLD 134: Parent-Child Interaction	L. Simpson		X	Fall 2024	Consent agenda - M/S/P - R. Gutierrez/N. Sullivan
EAC 092	EAC 092: Study Skills for Higher Education	S. Aguirre			Fall 2024	Consent agenda - M/S/P - R. Gutierrez/N. Sullivan
ETHN 116	ETHN 116: Introduction to Chicano/Latino Studies	P. Rodriguez			Fall 2024	Consent agenda - M/S/P - R. Gutierrez/N. Sullivan
MATH 065	MATH 065: Corequisite Support for Introductory Statistics	R. Gonzalez			Fall 2024	Math 065-180 consent agenda - M/S/P - R. Gutierrez/N. Sullivan - Approved w/ max decrease. For full discussion, see summary below Modified Courses table.
MATH 075	MATH 075: Corequisite Support for Pre-Calculus	M. Trad			Fall 2024	Math 065-180 consent agenda - M/S/P - R. Gutierrez/N. Sullivan - Approved w/ max decrease.
MATH 080	MATH 080: Corequisite Support for Calculus for Business and Social Sciences	R. Nguyenhuu			Fall 2024	Math 065-180 consent agenda - M/S/P - R. Gutierrez/N. Sullivan - Approved w/ max decrease.
MATH 090	MATH 090: Corequisite Support for Calculus I	R. Nguyenhuu			Fall 2024	Math 065-180 consent agenda - M/S/P - R. Gutierrez/N. Sullivan - Approved w/ max decrease.
MATH 160	MATH 160: Mathematics for Everyday Living - A Liberal Arts Course	R. Everest			Fall 2024	Math 065-180 consent agenda - M/S/P - R. Gutierrez/N. Sullivan - Approved w/out max decrease. Revision to pre-reqs needed.

MATH 165	MATH 165: Introductory Statistics	R. Gonzalez		X	Fall 2024	Math 065-180 consent agenda - M/S/P - R. Gutierrez/N. Sullivan - Approved w/out max decrease. Revision to pre-reqs needed.
MATH 170	MATH 170: College Algebra	C. Gong			Fall 2024	Math 065-180 consent agenda - M/S/P - R. Gutierrez/N. Sullivan - Approved w/out max decrease. Revision to pre-reqs needed.
MATH 175	MATH 175: Pre-Calculus	R. Everest			Fall 2024	Math 065-180 consent agenda - M/S/P - R. Gutierrez/N. Sullivan - Approved w/out max decrease. Revision to pre-reqs needed.
MATH 180	MATH 180: Calculus for Business and Social Sciences	R. Nguyenhuu			Fall 2024	Math 065-180 consent agenda - M/S/P - R. Gutierrez/N. Sullivan - Approved w/out max decrease. Revision to pre-reqs needed.
MATH 211	MATH 211: Differential Equations	J. Gutierrez		X	Fall 2024	Consent agenda - M/S/P - R. Gutierrez/N. Sullivan
MUSP 256	MUSP 256: Competitive Collegiate Chamber Music Ensemble	D. Austin			Fall 2024	Consent agenda - M/S/P - R. Gutierrez/N. Sullivan
NC 905	NC 905: Body Contouring	T. Rodriguez			Fall 2024	Consent agenda - M/S/P - R. Gutierrez/N. Sullivan

MATH 065, 075, 080, 090, 160, 165, 170, 175, 180 discussion:

Curriculum Committee discussed math faculty's proposal to decrease the class max from 40 to 36 for the above classes. Mohamad Trad, Rudy Gonzales, Ralph Tippins and Toros Berberyan explained the rationale behind the proposal: Due to AB705 restrictions on offering basic skills courses, all remaining math courses require more faculty intervention on basic skills. Previously, basic skills courses were capped at 30 to account for the additional faculty attention needed. With the classes under discussion, in-person class maxes per CRN have been reduced to 36 through an agreement with the dean, and online kept at 40. A permanent reduction in max for all modalities would ensure the additional time per student needed.

Dr. Hester praised the work Math has done in transition to AB 705. She noted that online courses have higher attrition rates, which could result in lower census enrollment than in-person if max lowered. Also, currently enrollment still low due to recovery from pandemic. Would request that reduction max be postponed at this time and revisited proactively each term to review trends and retention. Dean Dominguez agreed and added that classroom size already prevents higher class maxes for in-person. Dr. Hester confirmed that success rate gains since 2018 maintained during pandemic, with online slightly behind in-person, which is true for all disciplines' online offerings.

Committee discussed various options beside the proposal as stated, landing on revising the max for co-requisites only, which would mean the paired higher level math course would be reduced to match. Can revisit stand-alone math courses in later terms if results from these co-req decreases support doing so. M/S/P motion to restrict max decrease to 065/075/080/090 - T. Rodriguez/N. Sullivan.

Action items to courses/programs				
Course/Program Number and Title	Act. Item	Proposed Change From/To:	Reason for Change:	Effective Term
GAME 192	x	From: ART 190 prerequisite, ART 150 or ART 191 corequisite To: GAME 190 and GAME 191 prerequisites, ART 150 strongly recommended	ART 190 and 191 were renamed GAME 190 and 191. Also, the current requisite set-up would block registration.	Fall 2023
GAME 193	x	From: ART 150 and ART 191 prerequisite, ART 192 corequisite To: GAME 190 and GAME 191 prerequisites, ART 150 strongly recommended	ART 190 and 191 were renamed GAME 190 and 191. Also, the current requisite set-up would block registration.	Fall 2023
Child and Adolescent Studies ADT	x	* Change first elective header from "Select three (3) of the following courses:" to "Complete three (3) courses (minimum of 9 semester units) from the following; a maximum of two courses may be from the discipline of Child Development." * Eliminate second electives header and move all electives into one section under this header. * Unit value changes from 22-25 total to 19 total.	ADT template requires 3 courses, not 4. Revision is to bring ADT in line with template	Fall 2023
Quickbooks	x	* Deactivate skill award	Instead of revising skill award into a certificate, new certificate created instead. Newly approved cert has identical coursework to skill award.	Fall 2023

Correction items to courses/programs				
Course/Program Number and Title	Corr.	Proposed Change From/To:	Reason for Change:	Effective Term
ART 100BH	X	Added C-ID "ARTH 120"	C-ID approved	Fall 2021
DENT 125	X	Changed DENT 101 in prerequisites to DENT 104	DENT 101 has been renumbered as DENT 104	Fall 2023
DENT 201	X	Changed DENT 101 in prerequisites to DENT 104	DENT 101 has been renumbered as DENT 104	Fall 2023
DENT 202	X	Changed DENT 101 in prerequisites to DENT 104	DENT 101 has been renumbered as DENT 104	Fall 2023

DENT 204	X	Changed DENT 101 in prerequisites to DENT 104	DENT 101 has been renumbered as DENT 104	Fall 2023
DENT 205	X	Changed DENT 101 in prerequisites to DENT 104	DENT 101 has been renumbered as DENT 104	Fall 2023
ENGL 102	X	Removed ESL 101	ESL 101 is inactive	Fall 2023
ENGR 135	X	Added PHYS 201H as a prerequisite	Annual audit of course prerequisites to add honor's equivalent courses where applicable.	Fall 2023
KIN 105	X	Add to E3 District General Education pattern	All kinesiology activity courses are assigned to E3	Fall 2023
PHYS 202	X	Added PHYS 201H as a prerequisite	Annual audit of course prerequisites to add honor's equivalent courses where applicable.	Fall 2023
PHYS 203	X	Added PHYS 201H as a prerequisite	Annual audit of course prerequisites to add honor's equivalent courses where applicable.	Fall 2023
PHYS 210	X	Added PHYS 201H as a prerequisite	Annual audit of course prerequisites to add honor's equivalent courses where applicable.	Fall 2023
PHYS 225	X	Added PHYS 110H and PHYS 201H as prerequisites	Annual audit of course prerequisites to add honor's equivalent courses where applicable.	Fall 2023
PHYS 226	X	Added PHYS 201H as a prerequisite	Annual audit of course prerequisites to add honor's equivalent courses where applicable.	Fall 2023
Automotive Technology A.S.	X	Updated AUTO 166 from 3.5 to 4 units and total degree units to 52.5.	Course units updated effective fall 2023.	Fall 2023
Dental Assisting A.S.	X	DENT 101 renumbered as DENT 104 and changed from 3.5 to 4 units. DENT 202 reduced from 4.5 to 4 units.	Course units updated effective fall 2023.	Fall 2023
Dental Assisting Certificate of Achievement	X	DENT 101 renumbered as DENT 104 and changed from 3.5 to 4 units. DENT 202 reduced from 4.5 to 4 units.	Course units updated effective fall 2023.	Fall 2023
Writing Competency Certificate of Achievement	X	Removed deactivated ESL 101 from prerequisites	Course deactivation effective fall 2023.	Fall 2023

New Programs				
Program Title	Originator	Justification	Semester Effective	Committee Action
Basic Still-life and Portrait Drawing for Older Adults - NC Cert of Competency	D. Fernandez	To help encourage older adults to learn new creative thinking, self-reflection, and social connection skills. Non-credit cert.	2024-2025	M/S/P - R. Gutierrez/N. Sullivan
Life Skills - NC Cert of Competency	D. Fernandez	To help encourage adults with disabilities to pursue higher education, vocational opportunities, and social experiences. Non-credit cert.	2024-2025	M/S/P - R. Gutierrez/N. Sullivan
Medical Front Office Clerk - NC Cert of Competency	D. Fernandez	Offering students opportunities to acquire the knowledge, skills, and competencies to enter positions in a medical front office setting, as well as a pathway to credit healthcare programs. Non-credit cert.	2024-2025	M/S/P - R. Gutierrez/N. Sullivan

Courses with .667 Lab Factor, Increasing to .75 Lab Factor Effective Fall 2023

COURSE	COURSE NUMBER	TITLE	Current Lab Factor	Current LHE	New Lab Factor	New LHE
AUTO	100	Auto Tech & Maintnce/Consumer	0.667	0.667	0.75	0.750
AUTO	141	Engine Mech MLR	0.667	1.001	0.75	1.125
AUTO	144	Automotive Chassis MLR	0.667	2.001	0.75	2.250
AUTO	145	Auto Brakes MLR	0.667	2.001	0.75	2.250
AUTO	146	Auto Electrical Systems	0.667	2.001	0.75	2.250
AUTO	147	Auto HVAC MLR	0.667	1.334	0.75	1.500
AUTO	148	Engine Performance MLR	0.667	2.001	0.75	2.250
AUTO	149	Diesel Engine Management	0.667	2.001	0.75	2.250
AUTO	191	Smog Level II	0.667	1.001	0.75	1.125
AUTO	291	Engn Performance & Enhancement	0.667	2.001	0.75	2.250
AUTO	296	Cylinder Head Development	0.667	2.001	0.75	2.250
AUTO	297	Cylinder Block Development	0.667	2.001	0.75	2.250
AUTO	299	Engine Dynamometer Operation	0.667	2.001	0.75	2.250
AUTO	140A	Vehicle Maintenance	0.667	2.001	0.75	2.250
COS	141	Introduction to Cosmetology	0.667	4.447	0.75	5.000
COS	151	Citrus Salon Experience	0.667	3.706	0.75	4.167
COS	161	Haircolor	0.667	5.744	0.75	6.458
COS	181	Haircutting	0.667	4.447	0.75	5.000
COS	185	Skin Care	0.667	1.482	0.75	1.667
COS	186	Nail Care	0.667	1.482	0.75	1.667
COS	191	Hairstyling	0.667	4.447	0.75	5.000
COS	201	Chemicals	0.667	4.447	0.75	5.000
COS	202	Chemicals	0.667	4.447	0.75	5.000
COS	211	Barbering Techniques	0.667	2.001	0.75	2.250
COS	221	Hair Extension Techniques	0.667	2.001	0.75	2.250
COS	231	Citrus Salon	0.667	3.706	0.75	4.167
ESTH	140	Esthetician I	0.667	8.004	0.75	9.000
ESTH	141	Esthetician II	0.667	8.004	0.75	9.000
ESTH	142	Salon Success - Full-time	0.667	2.927	0.75	3.292
ESTH	144	Salon Success Pt I -PartTime	0.667	1.482	0.75	1.667
ESTH	145	Esth. Salon Success Part II	0.667	1.482	0.75	1.667
OFF	120	Microsoft Excel	0.667	0.667	0.75	0.750
OFF	260	Computer Key and Docu Process	0.667	1.334	0.75	1.500
OFF	294	Microsoft Word	0.667	0.667	0.75	0.750