Citrus College

Citrus Community College District: Academic Affairs
1000 W. Foothill Boulevard, Glendora, CA 91741
Zoom link: https://us06web.zoom.us/j/83854559280?pwd=CZ4dG9gnAO13gdhoTyUXgg4AbWOE0p.1

MINUTES
Curriculum Committee
Thursday, November 16, 2023; 2:40 - 4:00 p.m.; Hayden Hall
2023 - 2024 Membership - * indicates voting member (Quorum - 9)   "Z" indicates attendance by Zoom

Curriculum Chair: **Lisa Villa** - P

COUN Faculty*: **Raquel Gutierrez** - P

CTCE Faculty*: **Vacant**

CTCE Faculty*: **Robert Solis** - A

KIN Faculty*: **Traci Rodriguez** - P

LAL Faculty*: **Nicholas Henson** - P

LAL Faculty*: **Nicole Povero** - P

MB Faculty*: **Toros Berberyan** - 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** - Z

VPA Faculty*: **Sean Fitzpatrick** - A

VPA Faculty*: **Gino Munoz** - A

SLOA Coordinator*: **Dr. Cathrine Besancon** - P

Articulation Officer: **Michelle Plug** - A

Librarian*: **Elizabeth Cook** - P

Program Review Coordinator: **Dan Volonte** - A

ASCC Representative*: **Brian Tong - P**

Academic Senate President*: **Jeremy Clark** - A

Catalog/Schedule Analyst: **Gwen Harris** - P

Curriculum Specialist: **Vacant**

Transcript Evaluators: **Darlene Herrera - Z / Michelle Perez - Z**

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** - Z

CTCE Dean: **Kimberly Mathews** - A

Registrar: **Cinthya Arrieta** - A

Guests: Victoria Dominguez - P, Junior Domingo - P, Ivon McCraven - P, John Vaughan - Z, Barry Kuan - Z

I. Meeting called to Order - 2:43 p.m.

II. Approval of Minutes - Minutes from 10/19/23 Curriculum Committee - **M/S/P** - R. Gutierrez / N. Sullivan

III. Action Items - A. MATH 150 replacements in courses and programs - **M/S/P** - R. Gutierrez / N. Sullivan. Gwen will check to see if manual entrance skills can be added in CIM Course when non-course prerequisites added, e.g. "intermediate algebra" vs "MATH 150."

IV. Discussion Items - A. DEIA+ in Curriculum survey update -

Survey closed on 10/25. Lisa Villa is awaiting the results from Dr. Hao.

B. Total Contact Hours, Outside of Class Hours and Total Student Learning Hours -

Lisa Villa reviewed how to calculate each. See updated help text in the CIM Course Edit screen for these calculations.

C. 2024-2025 meeting schedule -

Putting the quick turnaround meeting in December meant there wasn't time to get those courses on the December BOT meeting. For next year, will move the meeting earlier in the fall.

D. Updates to CIM: Changed to Division Curr Rep instead of Discipline specific Curr Rep. Added and revised Help Text in CIM Course for Course Purpose, Instruction Type, Catalog Course Description, Credits, Major Course Content, and Course Textbooks/Resources, and in CIM Program for Program Requirements. -

Lisa Villa showed where help text added to the Textbooks section to remind originators to include the most recent textbook edition. Gwen reviewed the other updated fields. The approval workflow for courses and programs has been updated so that the Curriculum Rep step shows up under the division name instead of the specific discipline name.

E. Mirrored courses -

Currently a large number of mirrored courses coming through in NC. In 11/2/23 Tech Review, committee discussed adding a field to Course CIM to identify the mirrored credit course as well as adding a statement to the Course Description such as "This course is the non-credit equivalent of credit-course XXX." Gwen asked committee for ideas on a better numbering method for mirrored courses so that the different mirrored disciplines not mixed together in the catalog. Brainstormed ideas: 4 digit number with first number representing the division, adding 1-2 letters representing division to number and adding NC to the end of the discipline being mirrored. Dr. Hester would like to ensure no issues with Banner or COCI with any of these options - Gwen and Christine will check. Committee would also like to be able to search on mirrored course options in schedule. Smaller Academic Affairs group will research options and get back to committee with suggestion at 12/7 Curr Comm Mtg.

V. Information Items - A. Standing Update - Articulation Officer - At plenary, no report
B. Curriculum Handbook 2023/2024: Updated Course Families - Prior to posting the approved Curriculum Handbook, course families were brought up to date. Also, accessibility features like linked Table of Contents and alt text on screen shots added.
VI. Public Forum/Announcements A. Toros Berberyan and Dr. Hester thanked Gwen Harris and Christine Recendez for work done for Curriculum, Academic Senate, Program Review and SLOA Committee during the time without a Curriculum Specialist.
VII. Meeting Adjourned - 3:37 p.m.

Subject & Course Code	Course Title	Originator	Requisites	OE Addendum	Semester Effective	Committee Action
COUN 130	COUN 130: Understanding Addiction	R. Herrera		X	Fall 2024	All COUN: M/S/P - R. Gutierrez/N. Sullivan
COUN 209	COUN 209: Pathways to Career in Communication, Literature and Languages	L. Villa		X	Fall 2024	All COUN: M/S/P - R. Gutierrez/N. Sullivan
COUN 214	COUN 214: Managing Relationships	M. Plug/S. Yee		X	Fall 2024	All COUN: M/S/P - R. Gutierrez/N. Sullivan
NC 130	NC 130: Vehicle Maintenance	J. Clark		X	Fall 2024	NC 130-199: M/S/P - R. Gutierrez/N. Sullivan
NC 141	NC 141: Engine Mechanical Maintenance and Light Repair	J. Clark		X	Fall 2024	NC 130-199: M/S/P - R. Gutierrez/N. Sullivan
NC 144	NC 144: Automotive Chassis MLR	J. Clark		X	Fall 2024	NC 130-199: M/S/P - R. Gutierrez/N. Sullivan
NC 145	NC 145: Automotive Brakes Maintenance and Light Repair	J. Clark		X	Fall 2024	NC 130-199: M/S/P - R. Gutierrez/N. Sullivan
NC 146	NC 146: Automotive Electrical Systems	J. Clark		X	Fall 2024	NC 130-199: M/S/P - R. Gutierrez/N. Sullivan
NC 148	NC 148: Engine performance Maintenance and Light Repair	J. Clark		X	Fall 2024	NC 130-199: M/S/P - R. Gutierrez/N. Sullivan
NC 149	NC 149: Diesel Engine Management Systems	J. Clark			Fall 2024	NC 130-199: M/S/P - R. Gutierrez/N. Sullivan

NC 150	NC 150: Automotive Heating, Ventilation and Air Conditioning MLR	J. Clark			Fall 2024	NC 130-199: M/S/P - R. Gutierrez/N. Sullivan
NC 190	NC 190: Engine Performance Enhancements and Tuning	J. Clark		X	Fall 2024	NC 130-199: M/S/P - R. Gutierrez/N. Sullivan
NC 195	NC 195: Engine Design	J. Clark		X	Fall 2024	NC 130-199: M/S/P - R. Gutierrez/N. Sullivan
NC 196	NC 196: Cylinder Head Development	J. Clark			Fall 2024	NC 130-199: M/S/P - R. Gutierrez/N. Sullivan
NC 197	NC 197: Cylinder Block Development	J. Clark		X	Fall 2024	NC 130-199: M/S/P - R. Gutierrez/N. Sullivan
NC 199	NC 199: Engine Dynanometer Operation and Testing Procedures	J. Clark			Fall 2024	NC 130-199: M/S/P - R. Gutierrez/N. Sullivan
NC 230	NC 230: Intravenous (IV) Therapy and Blood Withdrawal Certification	D. Fernandez		X	Fall 2024	M/S/P - R. Gutierrez/N. Sullivan

Modified Courses						
Subject & Course Code	Course Title	Originator	Added or Revised Requisites	Added or Revised OE Addendum	Semester Effective	Committee Action
ACCT 102H	ACCT 102H: Managerial Accounting - Honors	P. Borja			Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
AUTO 156	AUTO 156: Automotive Electrical & Electronic Systems I	G. Lipp	X	X	Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan

AUTO 281	AUTO 281: Advanced Toyota Technician Training	M. Rubio	X	X	Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
AUTO 282	AUTO 282: Electrified Powertrain Vehicles	J. Clark	X		Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
DRAF 103	DRAF 103: Advanced Engineering Drawing	T. Reyes			Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
ESTH 141	ESTH 141: Esthetician II	A. Everett		X	Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
HIST 140	HIST 140: History of the American West	M. Ray			Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
KIN 171	KIN 171: Health and Wellness in Society	T. Rodriguez		X	Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
KIN 173	KIN 173: Introduction to Nutrition	T. Rodriguez		X	Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan

MATH 190	MATH 190: Calculus with Analytic Geometry I	E. Medrano			Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
PHYS 110H	PHYS 110H: Physics in Everyday Life - Honors	L. Kinnaman	X		Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
PHYS 201	PHYS 201: Physics A: Mechanics	L. Riderer		X	Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
PHYS 220A	PHYS 220A: Introduction to Independent Research in Physics	L. Riderer			Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
SPAN 140	SPAN 140: Beginning Conversational Spanish	N. Henson			Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
SPAN 141	SPAN 141: Intermediate Conversational Spanish	N. Henson			Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
SPCH 100	SPCH 100: Interpersonal Communication	N. Ary		X	Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan

SPCH 100H	SPCH 100H: Interpersonal Communication - Honors	N. Ary		X	Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
VNRS 183	VNRS 183: Leadership in Nursing	S. Kibbe		X	Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan

Deactivated Courses				
Subject & Course Code	Course Title	Originator	Semester Effective	Committee Action
ENGL 098A	ENGL 098A: Composition Fundamentals: Reading and Study Skills	N. Henson	Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
ENGL 098B	ENGL 098B: Composition Fundamentals: Critical Thinking and Writing	S. Lubisich	Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
MATH 040	MATH 040: Pre-Statistics	E. Medrano	Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan
MATH 150	MATH 150: Intermediate Algebra	E. Medrano	Fall 2024	Consent agenda - M/S/P - Raquel Gutierrez/N. Sullivan

Action items for courses/programs

Course/Program Number and Title	Act. Item	Proposed Change From/To:	Reason for Change:	Effective Term
BIOL 124	X	Change prerequisite from "MATH 150 or higher" to "Intermediate algebra or higher or direct placement based on multiple measures."	MATH 150 is being deactivated effective fall 2024	Fall 2024
BIOL 125	X	Change prerequisite from "MATH 150 or higher" to "Intermediate algebra or higher or direct placement based on multiple measures."	MATH 150 is being deactivated effective fall 2024	Fall 2024
CHEM 110	X	Change prerequisite from "MATH 150 or higher" to "Intermediate algebra or higher or direct placement based on multiple measures."	MATH 150 is being deactivated effective fall 2024	Fall 2024
CHEM 111	X	Change prerequisite from "MATH 150 or higher; CHEM 110 or passing score on Chemistry Placement Test" to "Intermediate algebra or higher or direct placement based on multiple measures; CHEM 110 or passing score on Chemistry Placement Test."	MATH 150 is being deactivated effective fall 2024	Fall 2024
CS 140	X	Change strongly recommended from "MATH 150" to "Intermediate algebra or higher."	MATH 150 is being deactivated effective fall 2024	Fall 2024
ECON 101	X	Change prerequisite from "MATH 150 OR concurrent enrollment in an algebra based math course OR completion of, or direct placement into, an algebra based transfer-level math course" to "Concurrent enrollment in an algebra based math course OR completion of, or direct placement into, an algebra based transfer-level math course."	MATH 150 is being deactivated effective fall 2024	Fall 2024

MATH 160	X	Change prerequisite from "MATH 150 or higher or direct placement based on multiple measures" to "Intermediate algebra or higher or direct placement based on multiple measures."	MATH 150 is being deactivated effective fall 2024	Fall 2024
MATH 165H	X	Change prerequisite from "MATH 040 or MATH 150 or higher or direct placement based on multiple measures; ENGL 101 or ENGL 101E or ENGL 101H or higher or direct placement based on multiple measures; also, student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor" to "Intermediate algebra or higher or direct placement based on multiple measures; ENGL 101 or ENGL 101E or ENGL 101H or higher or direct placement based on multiple measures; also, student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor."	MATH 150 is being deactivated effective fall 2024	Fall 2024
MATH 180	X	Change prerequisite from "MATH 150 or higher or direct placement based on multiple measures" to "Intermediate algebra or higher or direct placement based on multiple measures."	MATH 150 is being deactivated effective fall 2024	Fall 2024
PSY 103	X	Change prerequisite from "MATH 040 or MATH 150 or direct placement based on multiple measures" to "Intermediate algebra or higher or direct placement based on multiple measures."	MATH 150 is being deactivated effective fall 2024	Fall 2024
Biomanufacturing Certificate	X	Remove MATH 150 from MATH elective list	MATH 150 is being deactivated effective fall 2024	Fall 2024
Database Administrator Certificate	X	Remove MATH 150 from MATH elective list	MATH 150 is being deactivated effective fall 2024	Fall 2024

Information Technology Certificate	X	Remove MATH 150 from MATH elective list	MATH 150 is being deactivated effective fall 2024	Fall 2024
				Fall 2024

Corrections for courses/programs

Course/Program Number and Title	Corr.	Proposed Change From/To:	Reason for Change:	Effective Term
CS 111	X	Change beginning of second to last sentence in course description from "Microsoft's Visual Studio to help illustrate programming concepts.." to "Microsoft's Visual Studio's integrated development environment is used to help illustrate programming concepts..."	Omitted in error in last modification	Fall 2023

Modified Programs				
Program Title	**Originator**	**Justification**	**Semester Effective**	**Committee Action**
Injury Awareness	T. Rodriguez	As a department, we feel that the title "Skill Award in Athletic Training" is to closely related to a Certified Athletic Trainer, which is a highly educated allied healthcare professional who has obtained their Masters' degree and passed a nationally certifying board exam. We believe that the professional titles could allow some confusion, so we have decided to change the skill award title to a Skill Award in Injury Awareness.	2024-2025	M/S/P - R. Gutierrez/N. Sullivan