

# Citrus College

Citrus Community College District: Academic Affairs

1000 W. Foothill Boulevard, Glendora, CA 91741

Zoom link: <https://us06web.zoom.us/j/82533997730?pwd=5hSOSckubVwDXdyv1oPkncM1bs17l9.1>

## MINUTES

### Curriculum Committee

Thursday, December 7, 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** - A

CTCE Faculty\*: **Vacant**

CTCE Faculty\*: **Robert Solis** - P

KIN Faculty\*: **Traci Rodriguez** - Z

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

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

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

Articulation Officer: **Michelle Plug** - Z

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** - A/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** - A

CTCE Dean: **Kimberly Mathews** - P

Registrar: **Cinthya Arrieta** - A

**Guests:** Natalie Desimone (for Raquel Gutierrez) - P, Eric Rabbitoy - Z, Ivon McCraven - P, Junior Domingo - P,

**I. Meeting called to Order** - 2:42 p.m.

**II. Approval of Minutes** - Minutes from 11/16/23 Curriculum Committee - **M/S/P** - N. Desimone / N. Sullivan

**III. Action Items** - A. Mirrored Course Numbering - The Tech Review committee vetted the mirrored course numbering options suggested by Curriculum Committee on 11/16/23, including verifying with the Chancellor's Office and in Banner what is technically feasible.

Due to character limitations in Banner, and the desire to keep the mirrored courses logically grouped together, the Committee suggests mirrored courses follow the format: "NC [first two letters of discipline of mirrored credit course+course number]." As an example, the mirror of "AUTO 147" would be "NC AU147."

This format groups the mirrored courses together on the schedule directly following the regular NC courses, and keeps the related mirrored courses grouped together by their discipline subject. -

**M/S/P** - N. Desimone / N. Sullivan

B. Mirrored Course Renumbering - Using the mirrored course numbering format suggested above, renumber all currently proposed and already approved non-credit mirrored courses. -

**M/S/P** - N. Desimone / N. Sullivan

**IV. Discussion Items** - A. DEIA+ in Curriculum survey update - Review of results delayed due to focus on the Aspen prize submission. Lisa Villa will be discussing with Dr. Hao and Dr. Hester during winter break.

B. HVAC Non-Credit Courses and Certificate - These deactivations have been pending for several years. We are looking to deactivate these locally but hold on deactivating these at the Chancellor's Office in case there is future desire to reactivate.

**V. Information Items** - A. Standing Update - Articulation Officer - The Chancellor's Office will be sending out an update memo regarding changes to the local degree required by Title 5 updates. The deadline to implement these changes is being extended to fall 2025, however we do need to add an Ethnic Studies requirement effective fall 2024. Michelle also noted we need create a petition or bridge for students to move from non-credit to credit courses. Michelle asked if the mirrored classes intended to be just for non-credit students. Lisa confirmed they are, but there is a one-time option to apply for credit when taking an intro level introductory mirrored non-credit course. Dana clarified that this allows students a chance to take self confidence boosting non credit courses, but without creating a loophole for students to get around taking and paying for credit classes.

**VI. Public Forum/Announcements** - A. Our new curriculum specialist has accepted the job offer and pending BOT approval, will be starting in January.

**VII. Meeting Adjourned** - 3:05 p.m.

New Courses						
Subject & Course Code	Course Title	Originator	Requisites	OE Addendum	Semester Effective	Committee Action
COMM 125	COMM 125: Beginning Podcasting and Radio Production	P. Schmiedt		X	Fall 2024	M/S/P - N. Desimone / N. Sullivan

Modified Courses						
Subject & Course Code	Course Title	Originator	Added or Revised Requisites	Added or Revised OE Addendum	Semester Effective	Committee Action
AJ 150	AJ 150: Introduction to Forensics	J. Woolum			Fall 2024	Consent agenda M/S/P - N. Desimone / N. Sullivan
BIOL 117	BIOL 117: Biology of Infectious Diseases	H. Malik		X	Fall 2024	Consent agenda M/S/P - N. Desimone / N. Sullivan
BUS 141	BUS 141: International Marketing	T. Durfield		X	Fall 2024	Consent agenda M/S/P - N. Desimone / N. Sullivan
BUS 163	BUS 163: International Business Law	T. Durfield			Fall 2024	Consent agenda M/S/P - N. Desimone / N. Sullivan
BUS 185	BUS 185: Elements of Marketing	L. Richard			Fall 2024	Consent agenda M/S/P - N. Desimone / N. Sullivan
BUS 192	BUS 192: Advertising	L. Richard			Fall 2024	Consent agenda M/S/P - N. Desimone / N. Sullivan

CM 270	CM 270: Construction Equipment and Methods	R. Loya			Fall 2024	Consent agenda M/S/P - N. Desimone / N. Sullivan
ENGL 101	ENGL 101: Reading and Composition	N. Povero	X	X	Fall 2024	Consent agenda M/S/P - N. Desimone / N. Sullivan
ENGL 101E	ENGL 101E: Reading and Composition, Enhanced	A. Durfield	X	X	Fall 2024	Consent agenda M/S/P - N. Desimone / N. Sullivan
ENGL 101H	ENGL 101H: Reading and Composition - Honors	R. Rudd	X		Fall 2024	Consent agenda M/S/P - N. Desimone / N. Sullivan
ESTH 141	ESTH 141: Esthetician II	A. Everett		X	Fall 2024	Tabling due to unanswered question.
HUM 101H	HUM 101H: Humanities - Prehistory through the Medieval Period - Honors	J. Love		X	Fall 2024	Consent agenda M/S/P - N. Desimone / N. Sullivan
THEA 120	THEA 120: Introduction to Tech for Theatre, TV and Film	D. Volonte			Fall 2024	Consent agenda M/S/P - N. Desimone / N. Sullivan
THEA 140	THEA 140: Introduction to Lighting for Theatre, Television and Film	D. Volonte			Fall 2024	Consent agenda M/S/P - N. Desimone / N. Sullivan
THEA 150	THEA 150: Introduction to Intelligent Lighting Consoles	D. Volonte			Fall 2024	Consent agenda M/S/P - N. Desimone / N. Sullivan

THEA 297	THEA 297: Summer Concert Touring Production Practicum	D. Volonte			Fall 2024	Consent agenda - M/S/P - N. Desimone / N. Sullivan
VNRS 153	VNRS 153: Introductory Nutrition for the Vocational Nurse	J. Yoo			Fall 2024	Consent agenda - M/S/P - N. Desimone / N. Sullivan

Deactivated Courses				
Subject & Course Code	Course Title	Originator	Semester Effective	Committee Action
BIOL 104	BIOL 104: Biology: Contemporary Topics	J. Han	Fall 2024	Consent agenda - M/S/P - N. Desimone / N. Sullivan
BUS 151	BUS 151: Public Speaking for Business	T. Durfield	Fall 2024	Consent agenda - M/S/P - N. Desimone / N. Sullivan
NC 632	NC 632: Air Conditioning I	D. Fernandez	Fall 2024	All NC deactivations: M/S/P - N. Desimone / N. Sullivan
NC 634	NC 634: Air Conditioning II	D. Fernandez	Fall 2024	All NC deactivations: M/S/P - N. Desimone / N. Sullivan
NC 636	NC 636: Heating - Electrical and Gas	D. Fernandez	Fall 2024	All NC deactivations: M/S/P - N. Desimone / N. Sullivan
NC 638	NC 638: Electricity for Heating and Air Conditioning	D. Fernandez	Fall 2024	All NC deactivations: M/S/P - N. Desimone / N. Sullivan

NC 640	NC 640: HVAC Control Systems	D. Fernandez	Fall 2024	All NC deactivations: M/S/P - N. Desimone / N. Sullivan
NC 642	NC 642: Troubleshooting Heating and Air Conditioning	D. Fernandez	Fall 2024	All NC deactivations: M/S/P - N. Desimone / N. Sullivan
SPAN 101H	SPAN 101H: Spanish I - Honors	N. Henson	Fall 2024	Consent agenda - M/S/P - N. Desimone / N. Sullivan
SPAN 102H	SPAN 102H: Spanish II - Honors	N. Henson	Fall 2024	Consent agenda - M/S/P - N. Desimone / N. Sullivan
THEA 698C	THEA 698C: Cooperative Education	D. Volonte	Fall 2024	Consent agenda - M/S/P - N. Desimone / N. Sullivan

**Action items for courses/programs - M/S/P - N. Desimone / N. Sullivan**

<b>Course/Program Number and Title</b>	<b>Act. Item</b>	<b>Proposed Change From/To:</b>	<b>Reason for Change:</b>	<b>Effective Term</b>
NC 130: Vehicle Maintenance	X	From NC 130 to NC AU140	Renumber to standardize with numbering. Course mirrors AUTO 140A.	Fall 2024
NC 140: Esthetician I	X	From NC 140 to NC ES140	Renumber to standardize with numbering. Course mirrors ESTH 140.	Fall 2024
NC 141: Engine Mechanical Maintenance and Light Repair	X	From NC 141 to NC AU141	Renumber to standardize with numbering. Course mirrors AUTO 141.	Fall 2024
NC 144: Automotive Chassis MLR	X	From NC 144 to NC AU144	Renumber to standardize with numbering. Course mirrors AUTO 144.	Fall 2024
NC 145: Automotive Brakes Maintenance and Light Repair	X	From NC 145 to NC AU145	Renumber to standardize with numbering. Course mirrors AUTO 145.	Fall 2024
NC 146: Automotive Electrical Systems	X	From NC 146 to NC AU146	Renumber to standardize with numbering. Course mirrors AUTO 146.	Fall 2024
NC 147: Swimming for Cardiovascular Improvement	X	From NC 147 to NC KI147	Renumber to standardize with numbering. Course mirrors KIN 147.	Fall 2024
NC 148: Engine Performance Maintenance and Light Repair	X	From NC 148 to NC AU148	Renumber to standardize with numbering. Course mirrors AUTO 148.	Fall 2024
NC 149: Diesel Engine management Systems	X	From NC 149 to NC AU149	Renumber to standardize with numbering. Course mirrors AUTO 149.	Fall 2024
NC 150: Automotive Heating, Ventilation and Air Conditioning MLR	X	From NC 150 to NC AU147	Renumber to standardize with numbering. Course mirrors AUTO 147.	Fall 2024

NC 151: Body Conditioning	X	From NC 151 to NC KI151	Renumber to standardize with numbering. Course mirrors KIN 151.	Fall 2024
NC 190: Engine Performance Enhancements and Tuning	X	From NC 190 to NC AU291	Renumber to standardize with numbering. Course mirrors AUTO 291.	Fall 2024
NC 195: Engine Design	X	From NC 195 to NC AU295	Renumber to standardize with numbering. Course mirrors AUTO 295.	Fall 2024
NC 196: Cylinder Head Development	X	From NC 196 to NC AU296	Renumber to standardize with numbering. Course mirrors AUTO 296.	Fall 2024
NC 197: Cylinder Block Development	X	From NC 197 to NC AU297	Renumber to standardize with numbering. Course mirrors AUTO 297.	Fall 2024
NC 199: Engine Dynamometer Operation and Testing Procedures	X	From NC 199 to NC AU299	Renumber to standardize with numbering. Course mirrors AUTO 299.	Fall 2024



Modified Programs				
Program Title	Originator	Justification	Semester Effective	Committee Action
Biomanufacturing	K. Harker	Removal of MATH 150 as requirement since it will no longer be offered. To be replaced with MATH 165, Statistics. Change was discussed with industry advisory council and replacement was approved.	2024-2025	M/S/P - N. Desimone / N. Sullivan