

A R C Curriculum Committee

Minutes – November 7, 2018

Present: Joe Gilman, Valarie Rose, Kate Jaques, Lynn Fowler, Rina Roy, Pamela Bimbi, Joe Rust, Roxanne Morgan, Rebecca Arnfeld, Dennis Holden, Tim Finnecy, Sarah Lehmann, Michelle Brock, Lori Smith, Al Ahmadi

Not in Attendance: Lisa Lawrenson, Bill Simpson, Frank Kobayashi/Jan DeLapp, Sonia Ortiz-Mercado/Jeff Stephenson, Randy Nordell, Charissa Gorre

Call to Order – Joe Gilman, Faculty Chair, called the meeting to order at 3:02 p.m.

Approval of minutes – minutes from October 31, 2018 approved

Recording of Votes: Unless otherwise noted, voting on motions was unanimous and those present for the vote are listed above.

Course Proposals – remain at 1st reading

Marketing Certificate PPC developer survey

There are two parts of the survey that the committee would like to have completed. Assuming that this is a CTE program, discussion with the developer's advisory committee was recommended. Also, LMI data request through Strong Workforce would be important to collect. If the LMI data supports the development of this certificate, which would be a positive indication that the certificate would be valuable to students as there would be employment opportunities. The chair recommended that the developer may request LMI data from Frank Kobayashi. Then we will bring it back through and we can continue the process.

Course Proposals – moved to 2nd reading

ANTH 300 Biological Anthropology (Revision)

ANTH 301 Biological Anthropology Laboratory (Revision)

ANTH 480 Honors Biological Anthropology (Revision)

Collaboration Request and general review. The committee wanted clarity on the prerequisite statement for ANTH 480. It seems to have changed. Chair to contact Kathy Rodgers.

*FSE 297 Internship in Funeral Service Education (Revision)

General Review

*SOC 342 Gender Relations in American Society (Revision)

Katrina Worley presented in place of the Developer. Coming through primarily for DE

Course Proposals – **Approved to move to Catalog status**

ARTNM 372 Character Design (Revision)

ARTNM 402 Intermediate Web Design (Revision)

ET 197 Introduction to Mechatronics (Revision)

ET 385 Digital Home Technology Integration (Revision)

ET 425 Introduction to Biomedical Equipment Technology (Revision)

ET 426 Advanced Biomedical Equipment Technology (Revision)

FASHN 357 Apparel Construction I (*Revision*)
 FASHN 381 Couture Draping for Eveningwear (*Revision*)
 FASHN 382 Collection Design and Production (*Revision*)
 FITNS 412 Taekwondo I (*Revision*)
Needs to be placed into an enrollment family at a later date.
 MATH 125 Intermediate Algebra for Statistics and Liberal Arts (*Revision*)

Course Proposals – Approved to move to DCCC status

ARTNM 410 Interactive Projects (*Deletion*)
 DCDT 180 Industrial Fabrication I (*New to District*)
 DCDT 181 Industrial Fabrication II (*New to District*)
 ET 251 Automotive Electronic Accessories and Installation (*Deletion*)
 ET 303 Energy and Sustainability (*Deletion*)
 FASHN 390 Alteration Shop (*New to District*)
 FIRE 1654 Instructor II: Instructional Development (*New to District*)
 FIRE 1675 Fire Investigator 1B: Evidence and Documentation (*New to District*)
 FIRE 1676 Fire Investigator 1C: Preparation for Legal Proceedings (*New to District*)
 FIRE 1769 Trench Rescue Technician (*New to District*)
 FIRE 1806 Confined Space Rescue Technician (*New to District*)
 HSER 330 Issues of Diverse Population (*Revision*) same as PSYC 365

Program Proposals – remain at 1st reading

Diesel/Clean Diesel Technology Clean Diesel Industrial (Certificate) (*New Program*)
 Diesel/Clean Diesel Technology Light Duty Diesel Truck (Certificate) (*New Program*)
These courses remained at 1st reading because many of the courses within the programs have not yet been catalogued.

* Pending minor changes noted at meeting (Developer to notify Chair upon completion)

Discussion Item

Resource Panel on First Year Experience for Student Success Council;
 The First Year Experience for Student Success Council has identified that a faculty member representing the Curriculum Committee would provide a valuable perspective to this work and are seeking our recommendation (in consultation with the Academic Senate President). The committee needed clarification as to exactly what expertise a curriculum representative might bring. Kate Jaques and Joe Rust are already on the resource panel. No curriculum committee members offered to join the panel. Joe Rust offered that he may be able to represent the curriculum committee on the panel and find another counselor to fulfill that role. The chair will respond to the council and Joe Rust will research the availability of a counselor for the committee.

Chair Notes from November 2 email:

The following courses moved to Catalog status since our last meeting;

ESL 315: Intermediate-High Integrated Reading and Writing	new to college	Jan 1, 2019
ADMJ 302: Community Relations: Multicultural Issues	revision	Jun 1, 2019

ADMJ 304: Juvenile Delinquency	revision	Jun 1, 2019
ADMJ 309: Career Preparation for Law Enforcement Occupations	revision	Jun 1, 2019
ADMJ 320: Concepts of Criminal Law	revision	Jun 1, 2019
ADMJ 322: Criminal Procedures	revision	Jun 1, 2019
ADMJ 323: Legal Aspects of Evidence	revision	Jun 1, 2019
DCDT 163: Industrial Software and Systems	revision	Jun 1, 2019
ARTNM 499: Monetizing Social Media for the Artist	exp offering	Jan 1, 2019
FIRE 1601: Hazardous Materials First Responder Operational Refresher	revision	Jun 1, 2019
FIRE 1602: Hazardous Materials Incident Commander	revision	Jun 1, 2019
PSTC 1653: Firearms Instructor - Long Rifle	revision	Jun 1, 2019
PSTC 1684: Continued Professional Training - Sacramento Police Department	revision	Jun 1, 2019
PSTC 1722: Driver Training - Update	revision	Jun 1, 2019
PSTC 1517: Academy Graduate Training	revision	Jun 1, 2019
PSTC 1525: Supervisory Update	revision	Jun 1, 2019
PSTC 1645: Force and Weaponry - Basic	revision	Jun 1, 2019
FIRE 1809: Wildland Fire Chain Saws (S-212)	revision	Jun 1, 2019
FIRE 1872: Basic Air Operations (S-270)	revision	Jun 1, 2019
FIRE 1873: Strike Team/Task Force Leader, All-Hazards (STEN/TFLD) (AH-330)	revision	Jun 1, 2019
FIRE 1875: Fire Operations in the Wildland/Urban Interface (S-215)	revision	Jun 1, 2019
FIRE 1500: Firefighter Recruit Academy	revision	Jun 1, 2019
FIRE 1600: Hazmat First Responder Operational	revision	Jun 1, 2019
PMED 299: Pre-Hospital Trauma Life Support	exp offering	Jan 1, 2019

Approved 11/14/2018

There are currently 189 courses and programs in the tech review queue. Please continue to encourage your colleagues to work on updates to their outlines for this year's compliance review.

Meeting adjourned @ 4:26 p.m.

Minutes recorded by Viorica Petcan, Clerk – Instruction Office