

LAS POSITAS COLLEGE
Curriculum Committee
March 24, 2014
Draft Minutes

Faculty/Voting Members Present:

Angela Amaya (Library)
Joel Gagnon (Counseling)
LaVaughn Hart (Chair, Faculty, Non-voting)
Elizabeth Hopkins (BSBA)
Craig Kutil (STEMPS)
Marina Lira (Articulation Officer)
Marty Nash (ALSS)

Faculty/Voting Members Absent:

Lisa Weaver (BSBA)

ASLPC 2013 – 14 Representative:
Eric Bolin

Non-Voting/Ex. Off. Members Present:

Lisa Everett
Andrea Migliaccio
Janice Noble
Carolyn Scott

Non-Voting/Ex. Off. Members Absent:

John Armstrong
Justin Garoupa
Dyan Miller
Diana Rodriguez

Guests:

Jim Ott

1. **CALL TO ORDER:** Ms. Hart called the meeting to order at 2:34 p.m.
2. **Review/Approval of Minutes:** Mr. Gagnon motioned and Ms. Amaya seconded to approve meeting minutes of the March 10, 2014. (unanimous)
3. **Public Comments** (This time is reserved for members of the public to address the Curriculum Committee. Please limit comments to three minutes. In accordance with the Brown Act, the Curriculum Committee cannot act on these items.)

None
4. **Curriculum Proposals/Presentations – All proposals are on CurricUNET**

None today. But many are in the cue and should be ready by next meeting.
5. **Review/Vote**
 - **AJ 55 (Intro to Correctional Science, 3 units, 3 unit lecture)** – Course Modification: O, 1X, CSU. (Start date: Spring 2015)
MSC: Gagnon/Hopkins to approve the outline (unanimous); now this course can be submitted for C-ID approval and work on the ADT can begin.
 - **KIN WTW2 (Women’s Circuit Training, 1.0 – 2.0 variable units)** – New Course Proposal: O, 1X, LPC-GE, CSU, UC. Strongly recommended: KIN WTW with a minimum grade of C. (Start Date: Spring 2015)

MSC: Hopkins/Amaya to approve the outline with a proposed start date of Spring 2015 unless its CSU or UC approval is held up; then the start date would be Fall 2015; approved with one abstention (Lira)

MSC: Hopkins/Amaya to approve UC, CSU, LPC-GE transfer status (unanimous)
MSC: Hopkins/Gagnon to approve the advisory (unanimous)

Course Deactivations

- AUTO 70B (Enhanced Clean Air Car Course, 1.5 units, 1 unit lecture, 0.5 unit lab)
- AUTO 71A (Auto Electrical/Electronic Sys, 1.5 units, 1 unit lecture, 0.5 unit lab)
- AUTO 71B (Engine Performance Systems, 1.5 units, 1 unit lecture, 0.5 unit lab)
- AUTO 71C (Advanced Engine Performance, 2 units, 1.5 unit lecture, 0.5 unit lab)
- PHT 29 (Ind Study—Pharmacy Technology, 0.5 – 2.0 variable units)
- PHT 50 (Pharm Tec Training I – Intro, 6 units, 3 unit lecture, 3 unit lab)
- PHT 51 (Advanced Pharmacy Operations, 6 units, 3 unit lecture, 3 unit lab)
- PHT 52 (Pharmacology for Pharm Tec I, 6 units, 3 unit lecture, 3 unit lab)
- PHT 53 (Pharmacology for Phar Tec II, 6 units, 3 unit lecture, 3 unit lab)
- PHT 54 (Pharm Tech Clinical Practice, 4.5 units, 4.5 unit lab)
- SURG 50 (Basic/BioMedical Sci-Surg Tech, 7 units, 4 unit lecture, 3 unit lab)
- SURG 51 (Surgical Patient Care Concepts, 12 units, 6 unit lecture, 6 unit lab)
- SURG 52 (Surgical Specialties, 6 units, 6 unit lecture)
- SURG 53 (Clinical Practice – Surg Tech, 11 units, 11 unit lab)

MSC: Hopkins/Amaya to approve deactivation of courses (unanimous)

Program Deactivation

- Certificate of Achievement – Automotive Service Technician (not in CurricUNET)
TABLED – there's some confusion about the details of this one. Might be a typo - could be a different certificate.
- Certificate of Achievement – Surgical Technology (not in CurricUNET)
- Certificate of Achievement – Pharmacy Technology (not in CurricUNET)
- AA--Surgical Technology (not in CurricUNET)
There's a concern about student issues that might arise if these programs are deactivated. After much discussion:
MSC: Kutil/Hopkins to deactivate programs effective Fall 2014; will communicate with students about the potential impact with regard to getting the degree if they don't maintain catalog rights. (unanimous)

6. **Vice President's Report:** Dr. Janice Noble (none)
Dr. Noble inquired whether there will be a need for another ADT workshop, perhaps at a different time. Ms. Hart suggested a workshop during the second half of Town Meeting.
7. **Report on Regional Curriculum Meetings:** Ms. LaVaughn Hart
Ms. Hart posted the full presentation on Blackboard. Some key items of discussion:
 - Issues with updating pieces of TMC
 - Developing policies (5-year renewal process for C-ID) & appeals process

- Descriptor issues
- Recruiting CSU reviewers
- ADT – Associate Degree for Transfer
- AOE – Areas of Emphasis (new) – broader; serves multiple majors
- TMCs will be released in February and November going forward; will have 18 months from then to complete ADT.
- Unit creep
- Stand Alone Courses can no longer be approved by the college; no more fall training

- 8. Chair's Report:** Ms. LaVaughn Hart
Ms. Hart stated that work has been completed by Kristy Woods on a draft template for the 501 form. The State still requires the information on the 501 form but the form itself no longer exists.
- 9. Articulation Officer's Report:** Ms. Marina Lira
None
- 10. Accreditation Standards**
Ms. Hart stated that there are six standards left and the plan is to get them completed by the end of this meeting.
- 11. Good of the Order:** none
- 12. Adjournment:** 4:30 p.m.
- 13. Next meeting:** April 28, 2014; 2:30 p.m., Room 804