

Meeting Minutes

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

Curriculum Committee

Members Present (voting):

Angela Amaya (Library)
Moh Daoud (STEMPS)
Gabriela Discua (Counseling)
Candace Klaschus (ALSS)
Craig Kutil, Chair (STEMPS)
Marina Lira (Articulation)
Jill Oliveira (Counseling)
Jim Ott (ALSS)

Members Present (non-voting):

Roanna Bennie
Lisa Everett
Andrea Migliaccio
Don Miller
Barbara Morrissey
Carolyn Scott

Members Absent:

Dyan Miller
Diana Rodriguez
Lisa Weaver (BSBA)

ASLPC 2015-16 Rep:

Nancy Kang

Meeting Guests:

Kali Davis Rippel
John Ruys

1. Call to Order: Meeting called to order at 2:31 p.m.

2. Review and Approval of Agenda – MSC: Klaschus/Ott to approve the agenda with correction to move the 3 programs under voting. Also AUTO 8 should have been 4 units on the previous agenda so it has been correctly added to this agenda. Committee approved unanimously.

3. Review and Approval of Minutes (November 23, 2015) – MSC: Amaya/Klaschus; committee approved unanimously.

4. Review and Approval of Minutes (December 7, 2015) – MSC: Klaschus/Ott; committee approved unanimously with corrections adding presenter's names, adding "Spring" to the title for KIN 41C, and "Fall" to KIN 41B, changing some start dates to Fall 2016, correcting units to MUS 10A, item 7 (BIO 1B) should be 90% hands on lab time.

5. Public Comment: None

6. First Reading of Curriculum Proposals/Presentations:

a. Courses

- **AUTO A8 (Engine Performance, 5 units, 3 units lecture 2 units lab) –** New Course Proposal: O, 1X, CSU T. Prerequisite: AUTO INTR may be taken concurrently (Start date: Fall 2016)

Presented by: Craig Kutil stated that this is the same course that was on a previous agenda but the units were listed incorrectly. So it has been added to the agenda as a correction only.

- **LIBR 6 (Research in Special Subjects, 0.5 units, 0.5 units lecture) –** Modified Course Proposal NSC: P, 1X, CSU T. (Start date: Spring 2017)

Presented by Kali Davis: The changes are similar to other library courses - title change, resources and databases, textbooks, objectives, to bring it in line with current practices in community colleges.

- **PSCN 3 (Theories and Concepts of Counseling: An Introduction, 3 units, 3 units lecture) –** Modified Course Proposal NSC: O, 1X, CSU T/GE, LPC GE AA/AS, DE. (Start date: Spring 2017)

Presented by Marina Lira: Update to content and typical assignments.

- **PSCN 15 (College Study Skills, 2 units, 2 units lecture)** – Modified
Shared Course Proposal NSC: O, 1X, CSU T, DE. (Start date: Fall 2016)
Presented by Marina Lira: Update to content, typical assignments, DE added, description change.
7. Voting
- a. Proposals
 - **KIN 31C (Spring Intercollegiate Basketball – Men, 1.5 units, 1.5 units lab)** – Modified
Course Proposal SC: G, 4X, CSU T/GE, LPC GE AA/AS, UC T. (Start date: Spring 2017)
 - **KIN 41C (Spring Intercollegiate Basketball – Women, 1.5 units, 1.5 units lab)** – Modified
Course Proposal SC: G, 4X, CSU T/GE, LPC GE AA/AS, UC T. (Start date: Spring 2017)
 - **KIN 50 (Intercollegiate Swimming & Diving, 3 units, 3 units lab)** – Modified Course
Proposal SC: G, 4X, CSU T/GE, LPC GE AA/AS, UC
T. Strongly Recommended: **KIN SW3, KIN SWF1**. (Start date: Spring 2017)
 - **KIN CYS (Coaching Youth Soccer, 3 units, 3 units lecture)** – New Course Proposal: O, 1X,
CSU T, UC T. (Start date: Spring 2017)
 - **KIN YTT1 (Yoga Teacher Training 1, 3 units, 3 units lecture)** – New Course Proposal: O,
1X, CSU T/GE. Strongly Recommended: **KIN YO1**. (Start date: Fall 2017)
 - **LIBR 4 (College Research Techniques, 0.5 units, 0.5 units lecture)** – Modified Course
Proposal NSC: P, 1X, CSU T UC T. (Start date: Fall 2016)
 - **LIBR 5 (College Research and Databases, 0.5 units, 0.5 units lecture)** – Modified Course
Proposal NSC: P, 1X, CSU T UC T. (Start date: Fall 2016)
 - **LIBR 7 (The Open Web and Search Engines, 0.5 units, 0.5 units lecture)** – Modified
Course Proposal NSC: P, 1X, CSU T UC T. (Start date: Fall 2016)
 - **LIBR 8 (Research and Information Literacy, 2 units, 2 units lecture)**
– Modified Course Proposal NSC: O, 1X, CSU T UC T, DE. (Start date: Fall 2016)
 - **MATH 107B (Pre-Algebra B, 2 units, 1.5 units lecture 0.5 units lab)** – Modified Course
Proposal NSC: O, 1X. Prerequisite: MATH 107A (Start date: Fall 2016)
 - **MATH XX204 (Math Jam for Statistics & Probability and Mathematics for the Liberal Arts,
Non-Credit)** – New Course Proposal: 1X, DE. Prerequisite: **MATH 50 or MATH 55 or MATH
55B** (Start date: Fall 2016)

- **MUS 8A (Harmony and Musicianship I, 4 units, 3.5 units lecture 0.5 units lab)** – Modified Course Proposal NSC: O, 1X, CSU T/GE, IGETC, UC T, C-ID. Strongly Recommended: MUS 6, MUS 21A (Start date: Fall 2016)
- **PSYC 1 (General Psychology, 3 units, 3 units lecture)** – Modified Course Proposal NSC: O, 1X, CSU T/GE, IGETC, LPC GE AA/AS, UC T, C-ID, DE. Strongly Recommended: Eligibility for ENG 1A (Start date: Fall 2016)

MSC: Amaya/Klaschus to approve the course outlines. Committee approved unanimously.

b. Transfer Pathways

- **KIN CYS – UC Transfer, CSU Transfer**
- **KIN YTT1 – CSU Transfer/GE**
- **MUS 8A – C-ID**
MSC: Ott/Klaschus to approve the transfer pathways.
Committee approved unanimously.

c. Prerequisites

- **KIN 50 – Strongly Recommended: KIN SW3, KIN SWF1**
- **KIN XX1 – Strongly Recommended: KIN YO1**
- **MATH 107B – Prerequisite: MATH 107A**
- **MATH XX204 – Prerequisite: MATH 50 or MATH 55 or MATH 55B**
- **MUS 8A – Strongly Recommended: MUS 6, MUS 21A**
- **PSYC 1 – Strongly Recommended: Eligibility for ENG 1A**
MSC: Ott/Amaya to approve the prerequisites.
Committee approved unanimously.

d. Distance Education

- **MATH XX204**
MSC: Amaya/Klaschus to approve distance education.
Committee approved unanimously.

e. Programs

- **A.S.T of Biology (60 units, Transfer)** – New Program. (Start date: Fall 2016)
- **Certificate of Achievement - Automotive Chassis (Over 18 Units, CTE)** – Program Update NSC. (Start date: Fall 2016)

- **Certificate of Achievement - Automotive Drivability (Over 18 Units, CTE)**
 - Program Update NSC. (Start date: Fall 2016)
 - MSC: Ott/Klaschus to approve programs.
 - Committee approved unanimously.

8. C-ID Policy – Equivalencies with Chabot – Craig Kutil

Mr. Kutil stated that we will be updating equivalencies and it would be helpful to know which courses have the same CID designation. If a course is CID equivalent we have to accept it according to policy. Once updated he will send the lists out together to the deans and some faculty members.

VP Bennie suggested that we communicate our plan to Chabot.

9. Curriculum Committee and SLO meetings switch – Craig Kutil/John Ruys

Mr. Kutil stated that in a discussion with VP Bennie, they were thinking about switching curriculum meetings with SLO meetings. Curriculum would meet first and third Mondays (starting Fall 2016) when SLO currently meets so that curriculum approvals can get through the Senate approval process quicker. Curriculum would move from our first meeting on Mondays to the Senate's second Wednesdays meeting. John Ruys (SLO Chair) stated that from their perspective it doesn't change how they do business so the switch would be fine.

10. Vice President's Report – Roanna Bennie

VP Bennie stated that the Substantive Change report is moving forward to Senate for approval. Scott Vigallon prepares it out of the Distance Education Office. It identifies programs that are offered more than 50% online. The report is 50-60 pages with lots of documentation. It will be submitted to ACCJC. If you are interested in reviewing, the report can be forwarded to you. This process was done in 2010, 2012, and 2013.

VP Bennie stated that when President Russell went to discuss our ACCJC site visit with the commissioners, their biggest questions were about Student Learning Outcomes and them being on syllabi. How will the curriculum committee prepare to get SLOs on the course outline of record? We are assuming we will hear back from them on this as it does say in the new ACCJC standards that the outcomes are on the course outlines. We will need to begin to work with this and make some determination on how we want to manage it.

11. Chair's Report

Mr. Kutil asked the committee to encourage their colleagues to complete their curriculum work early and ask for help if needed. He believes that fall will be a little busier. He stated that he will be reviewing families of courses and will connect with Jeremiah Bodnar since he was the last chair to work with IT on them. He also stated that he contacted a technical reviewer from the State to evaluate what we are doing.

12. Articulation Officer's Report – Marina Lira

No report

13. Good of the Order

Ms. Lira spoke about an issue affecting students applying for transfer, trying to get an educational plan to meet financial aid requirements, veterans' requirements, and maybe others. Some faculty members seem to get excited about their programs coming through the curriculum process and they begin to post flyers in classrooms and messages on Blackboard about their programs. Students then go to Counseling to request an educational plan from the programs. But if the program has not been State approved, students are ineligible for funding. We cannot write educational plans or evaluations for students for programs that have not been State approved.

14. Adjournment – 3:17 p.m.

15. Next Regular Meeting – February 8, 2016