

### 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.

### Members:

#### Faculty/Voting

Angela Amaya (SLPC)  
Akihiko Hirose (SLPC)  
Barbara Zingg (STEM)  
Elizabeth Owens (STEM)  
Craig Kutil, Chair (STEM)  
Jill Oliveira (SS)  
Michael Sato (A&H)  
Elizabeth Wing Brooks (A&H)  
Marsha Vernoga (BHAWK) - Absent  
Lucas Hasten (SLPC)- Absent  
Erick Bell (BHAWK)  
Jessica Owyong (SS)

#### Non-voting/Ex. Off. Members

John Armstrong- Absent  
David Johnson  
Don Carlson- Absent  
Stuart McElderry  
Nan Ho  
Amir Law- Absent  
Andrea Migliaccio  
Tamica Ward- Absent  
Elizabeth David- Absent  
Madeline Wiest

#### Guests:

Jesus Bravo-Morales Daniel Marschak  
Adeliza Flores  
Brian Hagopian  
Nadiyah Taylor  
Andrew Cumbo  
Dana Nakase

### Approved Minutes

1. Call to Order 2:32pm Craig Kutil, Chair
2. Review and Approval of Agenda Craig Kutil  
**MSC: Bell/Zingg/Approved**
3. Review and Approval of Minutes (September 17<sup>th</sup>, 2018) Craig Kutil  
**MSC: Amaya/Owens/Approved**
4. 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.)
5. First Reading of Curriculum Proposals/ Presentations:
  - **New Credit Courses:**
    - **AUTO P1 (Powertrains: Modifications for Performance- 4 Units, 3 Units Lecture, 1 Unit Lab) 1X, O, CSU T.** Prerequisite: AUTO INTR with a minimum grade of C. TOP Code: 0948.00- Automotive Technology\*. SAM Code: C. Discipline: Automotive Technology. (Start Date: Fall 2019)
      - *Presented by Brian Hagopian-* Is a new course recommended by the advisory board. For students who like to modify their cars, with content on emission regulations. Committee requested more detailed assignments. This course will be brought back for second reading.
    - **TABLED-KIN BI1 (Biomechanics of Movement- .5-2 Units, .5-2 Units Lab) 1X, OP, CSU T.** TOP Code: 0835.00- Physical Education. SAM Code: E. Discipline: **Physical Education.** (Start Date: Fall 2019)
  - **Course Modifications:**
    - **AUTO L3 (Light Duty Hybrid/ Electric Vehicles- 4 Units, 2 Units Lecture, 2 Units Lab) SC: 1X, O, CSU T.** Prerequisite: AUTO INTR with a minimum grade of C (May be taken concurrently). **TOP Code: 0948.40- Alternative Fuels and Advanced Transportation Technology \***. SAM Code: B. Discipline: Automotive Technology. (Start Date: Fall 2019)
      - *Presented by Brian Hagopian-* Course updates included skills analysis, lab content, methods of evaluation, TOP Code, and typical texts. This course will move forward for voting.
    - **BIO 70 (Field Biology-3 Units, 2 Units Lecture, 1 Unit Lab) SC: 1X, GR, DE, CSU T/GE: B2, B3. TOP Code: 0408.00- Natural History.** SAM Code: E. Discipline: Biological Science. (Start Date: Fall 2019)

- *Presented by Dana Nakase*- Removed “for non-science major” at Nan Ho’s suggestion from the catalog description. Updated TOP Code. This course will move forward for voting.
- **ENG 20 (Studies in Shakespeare-3 Units, 3 Units Lecture)** NSC: 1X, GR, DE, AA/AS GE, CSU T/GE: C2, UC T, IGETC: 3B. **TOP Code: 1599- Other Humanities.** SAM Code: E. Discipline: English. (Start Date: Fall 2019)
  - *Presented by Mike Sato*- Course updates included distance education, advisory skills and textbooks. Top Code was updated to 1504.00- Classics to align with other colleges. This course will move forward for voting.
- **KIN SD1 (Salsa Dance 1- .5-2 Units, .5-2 Units Lab)** NSC: 1X, OP, AA/AS GE, CSU T/GE: E, UC T. TOP Code: 0835.00- Physical Education. SAM Code: E. Discipline: Physical Education. (Start Date: Fall 2019)
  - *Presented by Andy Cumbo*- Course updates included course number (previously SD), measurable objectives and typical texts. This course will move forward for voting.
- **MATH 1 (Calculus I- 5 Units, 5 Units Lecture)** NSC: 1X, GR, DE, AA/AS GE, CSU T/GE: B4, UC T, IGETC: 2A, C-ID# MATH 211. Prerequisite: MATH 30 with a minimum grade of C, MATH 39 with a minimum grade of C. TOP Code: 1701.00- Mathematics, General. SAM Code: E. Discipline: Mathematics. (Start Date: Fall 2019)
  - *Presented by Craig Kutil*- Course has been updated to be DE, in preparation for the OEI. Remove MATH 38 prerequisite as it has not been offered in quite sometime. This course will move forward for voting.
- Course Deactivations: Spring 2019: *Presented by Craig Kutil*- German Sierra is updating his program and deactivating courses that have not been offered in a long time. The Kinesiology courses have also not been offered in a long time. Jason Jones and Elizabeth David initiated the LRNS deactivations, as they have not been offered in a long time and there is no one currently to teach them. Jill Oliveira stated that there was discussion at a counseling meeting about no longer deactivating LRNS 110, Craig Kutil will follow up with Elizabeth David. These courses will move forward for voting.
  - **FST 64 (HazMat Incident Commander)**
  - **FST 71A (Fire Command IA: Principles for Company Officers)**
  - **FST 71B (Fire Command IB)**
  - **FST 71C (Fire Command 1C I-Zone Fire)**
  - **FST 72 (Fire Management 1)**
  - **FST 74A (Fire Investigation 1A)**
  - **FST 75A (Fire Instructor 1A)**
  - **FST 86A (CAL Fire Basic Firefighter)**
  - **FST 90 (Firefighter I Academy- Certification Preparation)**
  - **KIN ID (Introduction to Dance)**
  - **KIN PPA1 (Power Platform Aerobics)**
  - **KIN YOATH (Yoga for Athletes-Sports Conditioning)**
  - **KIN YOF (Yoga Fitness)**
  - **LRNS 110 (Transition to College- DSP&S)**
  - **LRNS 116 (Introduction to Learning Disabilities/Memory and Learning)**
  - **LRNS 120 (Computer Access)**
- New Credit Programs:
  - **Child and Adolescent Development AA-T (19-20/60 Units, TOP Code: 1305.90- Infants and Toddler\*, Program Goal: Transfer)**

- *Presented by Nadiyah Taylor*- We do not currently offer a human development program on campus, even though it is popular at other campuses. This will allow students a new path to study Early Childhood Development or Human Development at a CSU. This program will move forward for voting.
    - **Commercial Music: Scoring for Film and Multimedia Certificate of Achievement** (22-23 Units, TOP Code: 1005.00\*- Commercial Music, Program Goal: CTE, Start Date: Fall 2019)
      - *Presented by Dan Marschak*- This will be the fifth Commercial Music program. Will be a unique, stackable certificate. Vicki Shipman has checked the LMI and there is a need for this program. This program will move forward for voting.
  - Modified Credit Programs:
    - **Chemistry AS** (45/60 Units, TOP Code: 1905.00- Chemistry, General, Program Goal: Local- Transfer Preparation, Start Date: Fall 2019)
    - **Chemistry Education AS** (42/60 Units, TOP Code: 1905.00- Chemistry, General, Program Goal: Local- Transfer Preparation, Start Date: Fall 2019)
      - *Chemistry Programs presented by Adeliza Flores*- Updated Catalog Descriptions, Program Based GE to ENG 1A, with the previous GE being moved to recommended electives (stay within 60 units).The Chemistry Education program was an AA and is now being changed to a AS, in order to cut down on the GE requirements. These programs will move forward for voting.
    - **Commercial Music: Music Technology Fundamentals Certificate of Achievement** (10 Units, TOP Code: 1005.00\*- Commercial Music, Program Goal: CTE, Start Date: Fall 2019)
      - *Presented by Dan Marschak*- Converting program from a Career Certificate to Certificate of Achievement. This program will move forward for voting.
    - **Wine Hospitality Certificate of Achievement** (10 Units, TOP Code: 0104.00\*- Viticulture, Enology, and Wine Business\*, Program Goal: CTE, Start Date: Fall 2019)
      - *Presented by Craig Kutil*- Converting program from a Career Certificate to Certificate of Achievement. This program will move forward for voting.
  - Curriculum Sunset Policy- Craig Kutil explained that this policy is already common at most CA Community Colleges. With this policy, CORs that have not been revised in six or more years or have not been offered on schedule in the last three years will be published as an information items on the first fall semester Curriculum Committee meeting agenda. If no action is taken, these courses will be deactivated at the end of the fall semester and will be removed from the subsequent catalog. Mike Sato raised concerns that this was a mechanism for enforcing the law that would punish students. This will be brought back for a second reading.
6. Second Reading of Curriculum Proposals/ Presentation:
- New Courses
    - **MUS ZZ (Improvisation Lab**- 1 Units, 1 Unit Lab) 4X, OP, **CSU T, UC T, C-ID# MUS 185**. Strongly Recommended: MUS 6 with a minimum grade of C or MUS 8A with a minimum grade of C. TOP Code: 1004.00- Music. SAM Code: D. Discipline: Music. (Start Date: Fall 2019)
      - *Dan Marschak*- Made changes suggested by the committee. This course will move forward for voting.
  - Modified Courses
    - **SPAN 21 (Spanish for Spanish Speakers I** – 5 Units, 5 Units Lecture) NSC: 1X, OP, AA/AS GE, CSU T/GE: **C2, UC T, IGETC: 3B, 6, C-ID# SPAN 220**. Prerequisite: Spanish heritage speaker proficiency or the equivalent intermediate level as assessed. TOP Code: 1105.00- Spanish. SAM Code: E. Discipline: Foreign Languages: Spanish. (Start Date: Fall 2019)

- *Craig Kutil*- Grading option corrected. This course will move forward for voting.
  - Discipline Placement:
    - **Tabled**- BIO 55 add “or Emergency Medical Technologies or Health Services Director/ Health Services Coordinator/ College Nurse or Licensed Vocational Nursing”
7. Voting on Curriculum Proposals
- New Courses:
    - **MUS X22A (Scoring for Film and Multimedia 1**- 3 Units, 3 Units Lecture) 1X, OP, **CSU T, UC T**. Prerequisite: MUS 35 with a minimum grade of C (May be taken concurrently). TOP Code: 1005.00- Commercial Music \*. SAM Code: C. Discipline: Music. (Start Date: Fall 2019)
    - **MUS X22B (Scoring for Film and Multimedia 2**- 3 Units, 3 Units Lecture) 1X, OP, **CSU T, UC T**. Prerequisite: MUS X22A with a minimum grade of C, Strongly Recommended: MUS 36 with a minimum grade of C. TOP Code: 1005.00- Commercial Music\*. SAM Code: C. Discipline: Music. (Start Date: Fall 2019)

**Motion to APPROVE New Courses:**  
**MSC: Wing Brooks/Owens/Approved**
  - Modified Courses:
    - **ANTR 1L (Biological Anthropology Lab**- 1 Unit, 1 Unit Lab) NSC: 1X, OP, CSU T/GE: B3, UC T, IGETC: 5C, **C-ID# ANTR 115L**. Strongly Recommended: Eligibility for ENG 1A, Prerequisite: ANTR 1 with a minimum grade of C (May be taken concurrently). TOP Code: 2202.00- Anthropology. SAM Code: E. Discipline: Anthropology. (Start Date: Fall 2019)
    - **ANTR 3 (Cultural Anthropology**- 3 Units, 3 Units Lecture) NSC: 1X, OP, DE, AA/AS GE, CSU T/GE: D, UC T, IGETC: 4, **C-ID# ANTR 120**. Strongly Recommended: Eligibility for ENG 1A. TOP Code: 2202.00- Anthropology. SAM Code: E. Discipline: Anthropology. (Start Date: Fall 2019)
    - **BIO 40 (Humans and the Environment**- 3 Units, 3 Units Lecture) NSC: 1X, OP, DE, AA/AS GE, CSU T/GE: B2, UC T, IGETC: 5B, **C-ID# ENV 100**. Strongly Recommended: Eligibility for ENG 1A. **TOP Code: 0301.00 – Environmental Science**. SAM Code: E. Discipline: Biological Sciences. (Start Date: Fall 2019)
    - **EMS 10 (Paramedic Theory 1**- 6 Units, 6 Units Lecture) SC: 1X, GR, CSU T, **C-ID# EMS 100**. Prerequisite: EMS 20 with a minimum grade of B, BIO 50 with a minimum grade of C, EMS 62 with a minimum grade of C. Corequisite: EMS 12. **TOP Code: 1251.00 – Paramedic\***. **SAM Code: C**. Discipline: Emergency Medical Technologies. (Start Date: Fall 2019)
    - **EMS 11 (Paramedic Theory 2**- 6 Units, 6 Units Lecture) SC: 1X, GR, CSU T, **C-ID# EMS 101**. Prerequisite: EMS 10 with a minimum grade of C, EMS 12 with a minimum grade of C. Corequisite: EMS 13. **TOP Code: 1251.00 – Paramedic\***. **SAM Code: A**. Discipline: Emergency Medical Technologies. (Start Date: Fall 2019)
    - **EMS 12 (Paramedic Laboratory 1**- 4 Units, 4 Units Lab) SC: 1X, P/NP, CSU T, **C-ID# EMS 102**. Prerequisite: EMS 20 with a minimum grade of B, BIO 50 with a minimum grade of C, EMS 62 with a minimum grade of C. Corequisite: EMS 10 (EMS 10 provides requisite knowledge for students to apply in EMS 12 laboratory). **TOP Code: 1251.00 – Paramedic\***. **SAM Code: C**. Discipline: Emergency Medical Technologies. (Start Date: Fall 2019)
    - **EMS 13 (Paramedic Laboratory 2**- 4 Units, 4 Units Lab) SC: 1X, P/NP, CSU T, **C-ID# EMS 103**. Prerequisite: EMS 10 with a minimum grade of C, EMS 12 with a minimum grade of C. Corequisite: EMS 11 (EMS 11 provides didactic knowledge needed to succeed in skills labs of EMS 13). **TOP Code: 1251.00 – Paramedic\***. **SAM Code: A**. Discipline: Emergency Medical Technologies. (Start Date: Fall 2019)

- **EMS 20 (Emergency Medical Technician-** 7 Units ~~6.5~~, 5 Units Lecture, 2 ~~1.5~~ Units Lab) SC: 1X, GR, CSU T. Prerequisite: EMS 30 with a minimum grade of B. TOP Code: 1250.00 – Emergency Medical Services\*. SAM Code: B. Discipline: Emergency Medical Technologies. (Start Date: Fall 2019)
- **EMS 30 (Emergency Medical Responder-** 3 Units, 2 Units Lecture, 1 Unit Lab) NSC: 1X, GR, CSU T. Strongly Recommended: EMS 70B with a minimum grade of C. TOP Code: 1250.00 – Emergency Medical Services\*. SAM Code: C. Discipline: Emergency Medical Technologies. (Start Date: Fall 2019)
- **EMS 70A (Community CPR & First Aid-** .5 Units, .5 Units Lecture) NSC: 1X, P/NP, CSU T. TOP Code: 1250.00 – Emergency Medical Services\*. SAM Code: D. Discipline: Emergency Medical Technologies. (Start Date: Fall 2019)
- **EMS 70B (CPR for Health Care Providers-** .5 Units, .5 Units Lecture) NSC: 1X, P/NP, CSU T. TOP Code: 1250.00 – Emergency Medical Services\*. SAM Code: D. Discipline: Emergency Medical Technologies. (Start Date: Fall 2019)
- **PHYS 10 (Descriptive Physics-** 3 Units, 3 Units Lecture) NSC: 1X, GR, DE, AA/AS GE, CSU T/GE: B1, UC T, IGETC: 5A. Prerequisite: **MATH 55 with a minimum grade of C.** Prerequisite: ~~MATH 107 or MATH 107B with a minimum grade of C.~~ TOP Code: 1902.00 – Physics, General. SAM Code: E. Discipline: Physics/Astronomy. (Start Date: Fall 2019)
- **PHYS 10L (Descriptive Physics Lab-** 1 Unit, 1 Units Lab) NSC: 1X, GR, AA/AS GE, CSU T/GE: B3, UC T, IGETC: 5C. Prerequisite: **MATH 55 with a minimum grade of C.** Corequisite: PHYS 10 (may also be taken after successful completion of PHYS 10) Prerequisite: ~~MATH 107 or MATH 107B with a minimum grade of C.~~ TOP Code: 1902.00 – Physics, General. SAM Code: E. Discipline: Physics/Astronomy. (Start Date: Fall 2019)
- **PSYC 25 (Research Methods-** 4 Units, 3 Units Lecture, 1 Unit Lab) NSC: 1X, OP, DE, AA/AS GE, CSU T/GE: D, UC T, IGETC: 4. Prerequisite: PSYC 1 with a minimum grade of C and MATH 40 with a minimum grade of C (may be taken concurrently) ~~or MATH 44 with a minimum grade of C.~~ TOP Code: 2001.00- Psychology, General. SAM Code: E. Discipline: Psychology. (Start Date: Fall 2019)

**Motion to APPROVE Modified Courses:**

**MSC: Wing Brooks/Amaya/Approved**

- **Course Deactivations: Spring 2019**
  - FREN 29: Independent Study, French
  - LRNS 117: Learning Skills- Reading
  - LRNS 118: Learning Skills- Writing Strategies
  - LRNS 119A: Learning Skills Basic Mathematics
  - LRNS 119B: Learning Skills Pre-Algebra Concepts
  - LRNS 119C: Success in Algebra

**Motion to APPROVE New Courses:**

**MSC: Oliveira/Bell/Approved**

- **Corrections:**
  - Title: Fitness Trainer Certificate of Achievement

**Motion to APPROVE New Courses:**

**MSC: Amaya/Wing Brooks/Approved**

8. Discussion Items

- **Noncredit Course Descriptor** **Craig Kutil**  
Craig Kutil confirmed with the committee that they would like that noncredit course descriptors start with “N” and the course number to be in the 200’s. The committee did not have any concerns.
- **Accreditation Standards** **Craig Kutil**

As we have a full agenda and this is not due until December, so it will be brought back for discussion in November.

- **Curriculum Cycle**

**Craig Kutil**

We have long discussed having a five-year curriculum cycle, like most other colleges already have, to ensure that all courses are updated. Several examples from other colleges were reviewed. This will mean that some faculty will have to submit curriculum that was just updated as we get into the initial cycle. Concerns about part timers having to review all of the curriculum at once and a buddy system solution were discussed. This will require further discussion, it was requested that the committee brainstorm and come back with ideas.

9. Reports

- **Vice President's Report**

**David Johnson**

David Johnson reviewed, in the spirit of guided pathways, his plan for an all-online CSU GE pathway. This could also be altered for AA/AS GE and IGETC online pathways. The pathway handed out is a draft and other courses can be considered for the pathway, perhaps as a way to increase enrollments in certain courses. This plan does hinge on CMST 10 becoming DE approved, as we do not currently have an online oral communication course. This program will give a cohort of students a guaranteed pathway to finishing their GE, while also assuring courses for part time faculty, consistent counseling and higher success rates. All feedback is welcome.

- **Chair's Report**

**Craig Kutil**

Craig Kutil stated that he has scheduled meetings with many of the faculty members that need to update their curriculum this semester. Noncredit courses and new catalog content will be on the next Curriculum Agenda. He will be attending an AB705 meeting on Saturday with Kristy Woods.

- **Articulation Officer's Report**

**Craig Kutil**

Craig Kutil stated that he will be attending regional meetings and the CIAC meeting the next couple of Fridays. He attended new Articulation Officer Training a week and a half ago and it was very informative.

10. **Good of the Order:** Liberal Arts program reviews will be done by their respective departments, but the Articulation Officer will do any necessary curriculum updates.

11. Adjournment 4:20pm

12. Next Regular Meeting (October 15th, 2018)