



Curriculum Committee Minutes

August 19th, 2024 | 2:30-4:30 PM | Room 21211

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

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across campus.

Curriculum Committee:

Faculty/Voting:

Craig Kutil, Chair (AS) - P
Angela Amaya (BSSL) - P
Segal Boaz (STEM) - P
Amanda Castelli (SS) - A
Sue DeFuniak (PATH) - P
Akihiko Hirose (BSSL) - P
Christina Lee (SS) - P
Stuart McElderry (Dean, BSSL) - P
Dana Nakase (STEM) - P
Marty Nash (A&H) - P
Elizabeth Wing Brooks (A&H) - P

Non-voting/Ex. Off. Members:

Liz McWhorter, Support (AS / Classified) - P
Danielle Bañuelos (AS / Classified) - P
Joel Gagnon (Dean, SS) - P
Nan Ho (VP, Academic Services) - P
Andrea Migliaccio (AS / Classified) - P
So-Jin Moon (A&R / Classified) - A

Guests:

Paula Checchi

Draft Minutes

1. Call to Order by Craig Kutil at 2:33 pm

2. Review and Approval of Agenda
MSC: Boaz/Nakase/Approved

3. Review and Approval of Minutes

3.1. May 6th, 2024

MSC: Amaya/Nakase/Approved (2 abstentions)

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 items that are not already on the agenda.*)

5. First Reading (see [Attachments](#))

5.1. Course Deactivations

- POLI 26 Introduction to Gender, Sexuality, and Politics
Fall 2025

Craig Kutil presenting.

This course has not been offered in a while; the faculty wants to deactivate it.

5.2. Course Requisite Corrections **Fall 2025**

- CS 3 / CNT 7402 Red Hat Linux Administration II:
Recommended Course Preparation
- MUS 18A Jazz/Pop Piano 1:
Recommended Course Preparation
- VWT 32 Spring Vineyard Operations:
Recommended Course Preparation
- VWT 33 Summer Viticulture Operations:
Recommended Course Preparation
- VWT 41 Fall Winery Operations:
Recommended Course Preparation
- VWT 42 Spring Winery Operations:
Recommended Course Preparation

Craig Kutil presenting.

- The first several requisites were listed erroneously as prereqs on a prior agenda.
- Cross-listed courses (like CS 3 / CNT 7402): You now only have to update one through the workflow.

5.3. Program Modifications

- Business Administration 2.0, AS-T **Fall 2025**
- Economics, AA-T **Fall 2025**

Craig Kutil presenting.

- Business Admin 2.0 AS-T: BUSN 18 was recently updated to 3 units, which is considered a substantial change. Craig had to update anything that contains it, including this AS-T.
- Economics AA-T: There was a Cal-GETC update /TMC.

5.4. Program Maps

- Administration of Justice, AS-T, 25-26 **Fall 2025**
- Administration of Justice, AS-T, CSU East Bay 25-26 **Fall 2025**
- Anthropology, AA-T, 25-26 **Fall 2025**
- Business Administration 2.0, AS-T, 25-26 **Fall 2025**
- Business Administration 2.0, AS-T CSU East Bay 25-26 **Fall 2025**
- Child and Adolescent Development, AA-T, 25-26 **Fall 2025**
- Child and Adolescent Development, AA-T, CSU East Bay 25-26 **Fall 2025**
- Communication Studies 2.0, AA-T, 25-26 **Fall 2025**
- Communication Studies 2.0, AA-T, CSU East Bay 25-26 **Fall 2025**
- Early Childhood Education AS-T, 25-26 **Fall 2025**
- Early Childhood Education AS-T, CSU East Bay 25-26 **Fall 2025**
- Economics, AA-T 25-26 **Fall 2025**
- English, AA-T 25-26 **Fall 2025**
- Geography, AA-T 25-26 **Fall 2025**
- Geology, AS-T 25-26 **Fall 2025**
- Global Studies, AA-T 25-26 **Fall 2025**
- History, AA-T 25-26 25-26 **Fall 2025**
- Journalism, AA-T 25-26 **Fall 2025**
- Kinesiology, AA-T 25-26 **Fall 2025**
- Kinesiology, AA-T, CSU East Bay 25-26 **Fall 2025**
- Mathematics, AS-T, 25-26 **Fall 2025**
- Music, AA-T, 25-26 **Fall 2025**
- Nutrition and Dietetics, AS-T, 25-26 **Fall 2025**
- Philosophy, AA-T, 25-26 **Fall 2025**
- Psychology, AA-T, 25-26 **Fall 2025**
 - Psychology, AA-T, CSU East Bay 25-26 **Fall 2025**

- Public Health, AS-T, 25-26 **Fall 2025**
- Social Work and Human Services, AS-T, 25-26 **Fall 2025**
- Spanish, AA-T, 25-26 **Fall 2025**
- Studio Arts, AA-T, 25-26 **Fall 2025**
- Theater Arts, AA-T, 25-26 **Fall 2025**

Craig Kutil presenting.

- He showed committee members the new look of the Program Map.
- Note: Program Map is now part of a program's Narrative.
- He updated these ADT program maps per Cal-GETC (They're the only ones that need Cal-GETC).
- In META, there is a new workflow to update just Program Maps.

5.5. Other

- LPC Associate Degree General Education Pattern **Fall 2025**

Craig Kutil presenting.

- Last semester, we had a task force about this (2 reps per Division). There was a vote, another proposal, and another vote. Several task force members changed their votes, and one person was able to vote who hadn't voted before. There was a 9-6 vote for the single pattern (28-unit AA, 22-unit AS). These were in line with Title V changes –updates to math, oral communication & critical thinking.
- Note: One pattern is possible because we no longer have program-based GE.
- This matches what Chabot College is doing now.

Committee Comments:

- JG applauds the simplicity of this -- alignment with Chabot, and a single GE pattern.
- As an aside, EWB shared that she's heard from peer institutions that they are still trying to promote lifelong learning by allowing students to take wellness courses etc. They made the case that it's benefiting students over time, etc.
- There were no objections to the task force's Associate Degree GE Pattern recommendation.

6. Discussion Items

6.1. LPC Associate Degree General Education Standards

Craig Kutil presenting.

- We basically have 2 new areas – critical thinking in oral comms; mathematic concepts & quantitative reasoning
- Title V update / better alignment with Cal-GETC
- American Institutions, per CSU graduation requirement

- We don't have anything for ETHS – we need to agendize this. Craig will work with Aki (BSSL) and the new ETHS coordinator on it.
- Oral Comms and Critical Thinking – Craig, Marty (A&H), and someone from Communication Studies
- Mathematic Concepts and Quantitative Reasoning – Carlos (Comp Sci coordinator) & math faculty
- Then, we need to approve *courses* to go in there (GE areas in the GE pattern).
- Also, we need to decide on minimum grade requirements.

Committee Comments:

- JG: This is approved locally but not for transfer; however, students can get confused/misled. We should be careful to not get things approved that aren't approved for both the AA & AS pattern.

6.2. Curriculum Technical Review Committee – Associate Degree General Education

Craig Kutil presenting.

- It's a place for tech review before an item gets agendized. Right now, the one in this role is just the Curriculum Committee chair.
- It would be nice to have a recommendation from the division rep – whether it seems to fit /meet the local GE standard.
- When you go to review/approve in META, you can write about the GE goodness-of-fit in the Notes.

Committee Comments:

- AM: Moving forward, I think it's better to have fall effective dates only / be consistent.
> *Craig: Yes, and accelerated approval for CPL, DE, and Program Map. More below.*

6.3. LPC Curriculum Policies

- Course/Program Effective Term
 - We don't have a policy written anywhere. So Craig is going to write one.
- Sunset List Policy (see [Attachments](#))
 - We need to update the policy itself – Craig and Stuart will review/revise.
 - This was discussed at the Curriculum Institute, sunseting curricula. We have 2 lists: #1 if it's sitting without going on schedule for 3 years; and #2 6-Year Review /COR needs updating.
 - This fall, Craig is going to talk to some departments about their offerings.
- CPL/DE/Program Map Effective Term
 - Accelerated approval

6.5. Requisite Validation

Craig Kutil presenting.

- Local requisites:
Different reasons:
 - > Statistical validation etc. (we are not doing that)
 - > Skills analysis – 3 levels. Question to reflect on: If it's recommended prep and anything in skills analysis is required, why is it only listed as recommendation?
- Requisite Report required by CCCCO -- the Curriculum & SLO Specialist submits this each July.
- Craig is looking through Title V to confirm what is required for transfer, GE, etc.

6.6. Common Course Numbering

Craig Kutil presenting.

- For a point of comparison, visit [C-ID.net](https://www.c-id.net) first
- C-ID: Course Descriptors are their sample course outlines. When Craig submits, our prereqs have to match as best they can. There are "May include" minimums, but there's flexibility.
- Then, AB 1111 [Common Course Numbering] came along – it will be the same numbers, titles, etc.
- Note: C-ID and CCN are not the same.
- 6 CCN's to start--the State is having colleges do it all in batches. CCN templates to be released.

Committee Comments:

- JG: Specifically, how is CCN different from C-ID? > CK: *CCN is more exacting, and it's student-facing.*

6.7. Equity Based Considerations

Craig Kutil presenting.

- We need to give better guidance -- it's really about what's in the COR. Are faculty using inclusive language, teaching to a diverse population, thinking about the assignments they're giving, etc.?

6.8. ADT Cal-GETC Submission Forms (see [Attachments](#))Craig Kutil presenting.

- This is how CCCCO decided to deal with Cal-GETC.

6.9. New Workflows

- Credit for Prior Learning
(Craig is working w/ the CPL Coordinator on this – he'd like to revamp things and start with faculty to see if they'd like to offer a course as CPL vs. wait until a student requests it be approved for CPL.)
- Program Map (Counselors will review)
- Distance Education (Division Tech will review)

7. Reports

7.1 Vice President's Report

- Welcome to the new Chair
- Thanks to all (Craig, Liz, Andrea, Elizabeth, etc.) for all your time spent on transitioning to META
- Requisite Report to CCCCCO – fewer to report than last year; barriers being removed. Thanks, Liz!
- The Catalog Addendum being launched shortly; keep an eye on your inbox! Thanks Liz, Craig, Tim.
- Thanks to those who attended Curriculum Institute (Liz, Elizabeth, Nan, and Chabot colleagues). We encourage others to attend next year -- we have funding to send a few committee members!

7.2 Chair's Report

- Work Experience courses and ADT's are being updated
- He's jumping on some technical revisions
- He'd like to get workgroups together soon
- New members, please read up on things on our CC website

7.3 Articulation Officer's Report

- C-ID meeting is next week – he's pushing CCCCCO to use revised/improved templates
- Cal-GETC updates
- There is huge disagreement among faculty in all 3 systems on what ETHS is (discipline, dept, GE area). ETHS is not really a discipline, more so a collection (like GE). The CSU and UC are moving further apart on their stances.

8. Good of the Order – Sue: Happy First Day of Classes, everyone!

9. Adjournment by Craig Kutil at 4:30 pm - ***Boaz/EWB/Approved***

- Next Regular Meeting: **September 16th, 2024**