COMMITTEE ON CURRICULUM & INSTRUCTION MEETING AGENDA

January 18, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

II. Roll Call

III. Approval of Agenda

IV. Approval of Minutes from December 7, 2018

V. Opportunities to Address the Committee

VI. Reports
A. Curriculum Committee Chair – Kyri Freeman
B. VP of Academic Affairs – Karen Kane
C. Dean of Instruction – Penny Shreve
D. Dean of CTE – Sandi Thomas
E. Dean of DE and Learning Support – Tim Botengan
F. Articulation Officer – Jaime Rodriguez
G. SLOAC Chair – Jennafer Worland

VII. Unfinished Business
A. OER Support
B. Courses not Addressed in the Reset – Jaime Rodriguez/Tanesha Young
C. Tech/Peer Review

VIII. New Business
A. New Course Proposal Flow
B. SLO/PLO Goals – Jennafer Worland
C. Faculty Retreat – January 25-26, 2019

IX. Announcements

X. Future Agenda Items

XI. Next Regular Meeting – 10:00a.m., February 1, 2019, B6

XII. Adjournment

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING AGENDA

February 1, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Melissa Matteson, Stand-in Curriculum Chair

II. Roll Call

III. Approval of Agenda

IV. Approval of Minutes from January 18, 2019

V. Opportunities to Address the Committee

VI. Reports
- A. VP of Academic Affairs – Karen Kane
- B. Dean of Instruction – Penny Shreve
- C. Dean of CTE – Sandi Thomas
- D. Dean of DE and Learning Support – Tim Botengan
- E. Articulation Officer – Jaime Rodriguez
- F. SLOAC Chair – Jennafer Worland

VII. Unfinished Business

VIII. New Business
- A. Course Modification Form
- B. Cross-listed Courses

IX. Announcements

X. Future Agenda Items
- A. Textbooks

XI. Next Regular Meeting – 10:00a.m., February 15, 2019, B6

XII. Adjournment

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING AGENDA

February 22, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

II. Roll Call

III. Approval of Agenda

IV. Approval of Minutes from February 1, 2019

V. Opportunities to Address the Committee

VI. Reports
A. Curriculum Committee Chair – Kyri Freeman
B. VP of Academic Affairs – Karen Kane
C. Dean of Instruction – Penny Shreve
D. Dean of CTE – Sandi Thomas
E. Dean of DE and Learning Support – Tim Botengan
F. Articulation Officer – Jaime Rodriguez
G. SLOAC Chair – Jennafer Worland

VII. Consent Agenda from Tech/Peer Review Group

VIII. Unfinished Business

IX. New Business
A. Curriculum Flow

X. Announcements

XI. Future Agenda Items

XII. Next Regular Meeting – 10:00a.m., March 1, 2019, B6

XIII. Adjournment

Barstow Community College
Curriculum Committee Consent Agenda

Location: B6

Date: Friday, February 22, 2019

Time: 10:00 A.M.

Modified Courses:

I. **FROM** COSM 51D, Barbering (6.5 units)

TO COSM 51D, Barbering (6.0 units)

COSM 50A, COSM 50B, COSM 50C, COSM 51A, and COSM 51B removed as prerequsites

COSM 51C added as prerequisite

Units decreased

Course moved to new COR template; course may be taught online/hybrid

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING AGENDA

March 1, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

II. Roll Call

III. Approval of Agenda

IV. Approval of Minutes from February 22, 2019

V. Opportunities to Address the Committee

VI. Reports
A. Curriculum Committee Chair – Kyri Freeman
B. VP of Academic Affairs – Karen Kane
C. Dean of Instruction – Penny Shreve
D. Dean of CTE – Sandi Thomas
E. Dean of DE and Learning Support – Tim Botengan
F. Articulation Officer – Jaime Rodriguez
G. SLOAC Chair – Jennafer Worland

VII. Consent Agenda from Tech/Peer Review Group

VIII. Unfinished Business
A. Clarification of Existing Course Approval Process
B. Curriculum Flow Narrative

IX. New Business
A. IGETC and CSU General Breadth Patterns for Local AA/AS

X. Announcements

XI. Future Agenda Items

XII. Next Regular Meeting – 10:00a.m., March 22, 2019, B6

XIII. Adjournment

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING AGENDA

March 8, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Melissa Matteson, Stand-in Curriculum Chair

II. Roll Call

III. Approval of Agenda

IV. Opportunities to Address the Committee

V. Reports
- A. VP of Academic Affairs – Karen Kane
- B. Dean of Instruction – Penny Shreve
- C. Dean of CTE – Sandi Thomas
- D. Dean of DE and Learning Support – Tim Botengan
- E. Articulation Officer – Jaime Rodriguez
- F. SLOAC Chair – Jennafer Worland

VI. Consent Agenda from Tech/Peer Review

VII. Announcements

VIII. Future Agenda Items

IX. Next Regular Meeting – 10:00 A.M., March 22, 2019, B6

X. Adjournment

Barstow Community College
Curriculum Committee Consent Agenda

Location: B6

Date: Friday, March 8, 2019

Time: 10:00 A.M.

Modified Courses (M):

I. **FROM** AIRC 50, Fund HVAC Maint & Service (3.0 units)
TO HVAC 50, Fundamental HVAC Maintenance & Service (3.0 units)
Subject changed from AIRC to HVAC
Course moved to new COR template; course may be taught online/hybrid

II. **FROM** AIRC 51, Fund Heat/Vent/Air Cond (3.0 units)
TO HVAC 51, Fund Heat/Vent/Air Control (3.0 units)
Removed AIRC 50 as prerequisite
Added HVAC 50 as prerequisite
Course moved to new COR template; course may be taught online/hybrid

III. **FROM** AIRC 52, Commercial Refrigeration (3.0 units)
TO HVAC 52, Commercial Refrigeration (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

IV. **FROM** AIRC 53, Advanced Heating, Vent & A/C (3.0 units)
TO HVAC 53, Advanced HVAC (3.0 units)
Added EPA Certificate as prerequisite
Course moved to new COR template; course may be taught online/hybrid

V. **FROM** AUTO 63, Diesel Engine Fundamentals (4.0 units)
TO DESL 63, Diesel Engine Fundamentals (4.0 units)
Subject changed from AUTO to DESL
Course moved to new COR template; course may be taught online/hybrid

VI. **FROM** AUTO 64, Diesel Fuel Injection Systems (4.0 units)
TO DESL 64, Diesel Fuel Injection Systems (4.0 units)
Subject changed from AUTO to DESL
Course moved to new COR template; course may be taught online/hybrid

VII. **FROM** AUTO 67, Diesel Engine Auxiliary Systems (4.0 units)
TO DESL 67, Diesel Engine Auxiliary Systems (4.0 units)
Course title change from AUTO 67 to Diesel Engine Auxiliary Systems
Subject change from AUTO to DESL
Course moved to new COR template; course may be taught online/hybrid

VIII. **FROM** AUTO 70, Diesel Brake, Steering & Suspension Systems (4.0 units)
TO DESL 70, Steering, Suspension and Brakes (4.0 units)
Subject change from AUTO to DESL
Course moved to new COR template; course may be taught online/hybrid

IX. **FROM** BADM 3, Entrepreneurship (3.0 units)
TO ENTR 1, Entrepreneurship (3.0 units)
Subject change from BADM to ENTR
Number change from 3 to 1

X. **FROM** CSIS 1, Computer Concepts (4.0 units)
TO CBIS 1, Computer Concepts (4.0 units)
Subject change from CSIS to CBIS

XI. **FROM** CHEM 2A, General Chemistry I (5.0 units)
TO CHEM 2A**,** General Chmistry I (5.0 units)
Course moved to new COR template

XII. **FROM** ESL 107, Pronunciation of American English (3.0 units)
TO ESL 107, Pronunciation of American English (3.0 units)
Added ESL 156 as prerequisite
Removed 0.33 lab hour

XIII. **FROM** ESL 190, Developing Literacy (0.0 units)
TO ESL 190, Developing Literacy (0.0 units)

Added Grading options P/SP/NP

XIV. **FROM** ESL 192, Expanding Foundations in ESL (0.0 units)
TO ESL 192, Expanding Foundations in ESL (0.0 units)
Added Grading options P/SP/NP

XV. **FROM** IMMT 80A, Alternating Current (2.0 units)
TO IMEI 80A, Alternating Current (2.0 units)
Course moved to new COR template; course may be taught online/hybrid

XVI. **FROM** IMMT 80B, E & I Test Equipment (1.0 units)
TO IMEI 80B, E & I Test Equipment (1.0 units)
Removed ELCT 70E prerequisite
Added IMEI 80A as prerequisite
Course moved to new COR template; course may be taught online/hybrid

XVII. **FROM** IMMT 80C, Flow, Pressure, Level and Temperature (1.0 units)
TO IMEI 80C, Flow, Pressure, Level and Temperature (1.0 units)
Removed ELCT 70E prerequisite
Added IMEI 80B as prerequisite
Course moved to new COR template; course may be taught online/hybrid

XVIII. **FROM** IMMT 80D, Process Quantitative Skills (2.0 units)
TO IMEI 80D, Process Quantitative Skills (2.0 units)
Removed ELCT 70E as prerequisite
Added IMEI 80C as prerequisite
Course moved to new COR template; course may be taught online/hybrid

XIX. **FROM** IMMT 80E, Tubing Installation and Testing (2.0 units)
TO IMEI 80E, Process Tubing Installation and Testing (2.0 units)
Removed ELCT 70E as prerequisite
Added IMEI 80D as prerequisite
Course moved to new COR template; course may be taught online/hybrid

XX. **FROM** IMMT 80F, Introduction to Instrument Drawings & Documents (2.0 units)
TO IMEI 80F, Introduction to Instrument Drawings and Documents (2.0 units)

Removed ELCT 70E as prerequisite

Added 80E as prerequisite

Course moved to new COR template; course may be taught online/hybrid

XXI. **FROM** IMMT 90A, E & I Hazardous Locations (0.50 units)

TO IMEI 90A, E & I Hazardous Locations (0.50 units)

Removed IMMT 80A, IMMT 80B, IMMT 80C, IMMT 80D, IMMT 80E, and IMMT 80F as prerequisites

Added IMEI 80F as prerequisite

Course moved to new COR template; course may be taught online/hybrid

XXII. **FROM** IMMT 90B, Electrical Components & Drawings (1.0 units)

TO IMEI 90B, Electrical Components & Drawings (1.0 units)

Removed IMMT 80A, IMMT 80B, IMMT 80C, IMMT 80D, IMMT 80E, and IMMT 80F as prerequisites

Added IMEI 90A as prerequisite

Course moved to new COR template; course may be taught online/hybrid

XXIII. **FROM** IMMT 90C, E & I Motor Controls (1.0 units)

TO IMEI 90C, E & I Motor Controls (1.0 units)

Removed IMMT 80A, IMMT 80B, IMMT 80C, IMMT 80D, IMMT 80E, and IMMT 80F as prerequisites

Added IMEI 90B as prerequisite

Course moved to new COR template; course may be taught online/hybrid

XXIV. **FROM** IMMT 90D, E & I Distribution Systems and Transformer Applications (2.0 units)

TO IMEI 90D, E & I Distribution Systems and Transformer Applications (2.0 units)

Removed IMMT 80A, IMMT 80B, IMMT 80C, IMMT 80D, IMMT 80E, and IMMT 80F as prerequisites

Added IMEI 90C as prerequisite

Course moved to new COR template; course may be taught online/hybrid

XXV. **FROM** IMMT 90E, E & I Conductor Selection & Calculations Applications (2.0 units)

TO IMEI 90E, E & I Conductor Selection and Calculations (2.0 units)

Removed IMMT 80A, IMMT 80B, IMMT 80C, IMMT 80D, IMMT 80E, and IMMT 80F as prerequisites

Added IMEI 90D as prerequisite

Course moved to new COR template; course may be taught online/hybrid

XXVI. **FROM** IMMT 90F, E & I Temporary Grounding (2.0 units)

TO IMEI 90F, E & I Temporary Grounding (2.0 units)

Removed IMMT 80A, IMMT 80B, IMMT 80C, IMMT 80D, IMMT 80E, and IMMT 80F as prerequisites

Added IMEI 90E as prerequisite

Course moved to new COR template; course may be taught online/hybrid

XXVII. **FROM** IMMT 90G, Layout & Installation of Tubing & Piping Systems (2.0 units)

TO IMEI 90G, Layout and Installation of Tubing & Piping Systems (2.0 units)

Removed IMMT 80A, IMMT 80B, IMMT 80C, IMMT 80D, IMMT 80E, and IMMT 80F as prerequisites

Added IMEI 90F as prerequisite

Course moved to new COR template; course may be taught online/hybrid

XXVIII. **FROM** IMMT 90H, Machine Bending of Conduit (2.0 units)

TO IMEI 90H, Machine Bending of Conduit (2.0 units)

Removed IMMT 80A, IMMT 80B, IMMT 80C, IMMT 80D, IMMT 80E, and IMMT 80F as prerequisites

Added IMEI 90G as prerequisite

Course moved to new COR template; course may be taught online/hybrid

XXIX. **FROM** IMMT 90I, Hydraulic and Pneumatic Controls (1.0 units)

TO IMEI 90I, Hydraulic and Pneumatic Controls (1.0 units)

Removed IMMT 80A, IMMT 80B, IMMT 80C, IMMT 80D, IMMT 80E, and IMMT 80F as prerequisites

Added IMEI 90H as prerequisite

Course moved to new COR template; course may be taught online/hybrid

XXX. **FROM** IMMT 90J, Motor Operated Valves (1.0 units)

TO IMEI 90J, Motor Operated Valves (1.0 units)

Removed IMMT 80A, IMMT 80B, IMMT 80C, IMMT 80D, IMMT 80E and IMMT 80F as prerequisites

Added IMEI 90I as prerequisite
Course moved to new COR template; course may be taught online/hybrid

XXXI. **FROM** PELC 2, Introduction to Physical Education (3.0 units)
TO KINL 1, Introduction to Kinesiology (3.0 units)
Subject change from PELC to KINL
Number change from 2 to 1

XXXII. **FROM** SOCI 3, Marriage and Family (3.0 units)
TO SOCI 3, Sociology of Modern Family Life (3.0 units)
Course title (Title CB02) change

XXXIII. **FROM** SPCH 1, Elements of Public Speaking (3.0 units)
TO COMM 1, Elements of Public Speaking (3.0 units)
Subject changed from SPCH to COMM
Discipline changed from Speech to Communication Studies

XXXIV. **FROM** SPCH 3, Interpersonal Communications (3.0 units)
TO COMM 3, Interpersonal Communications (3.0 units)
Subject changed from SPCH to COMM
Discipline changed from Speech to Communication Studies

New Courses (N):

I. BIOL 20A, Biology for STEM Majors-1 (5.0 units)
Justification: Course will be placed on ADT in Psychology and ADT in Biology

II. COMM 4, Argument and Debate (3.0 units)
Justification: Course will be placed on ADT in Communication Studies

III. COMM 5, Introduction to Communication Theory (3.0 units)
Justification: Course will be placed on ADT in Communication Studies

IV. COMM 6, Intercultural Communication (3.0 units)
Justification: Course will be placed on ADT in Communication Studies

V. **ENTR 2**, Enterepreneurship Basic: Design Thinking and Supply Chain (3.0 units)

Justification: Course will be placed on Entrepreneurship certificate

VI. ESL 100, Fundamentals of ESL Grammar (2.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

VII. ESL 105, ESL: The Language of Math (3.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

VIII. ESL 108, Fundamentals of ESL Reading and Writing (4.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

IX. ESL 110, Intermediate ESL Grammar (2.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

X. ESL 118, Intermediate ESL Reading and Writing (4.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XI. ESL 120, Advanced ESL Grammar (2.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XII. ESL 128, Advanced ESL Reading and Writing (4.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XIII. ESL 130, Bridge to Academic Success: Grammar for Editing (2.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XIV. ESL 138, Bridge to College Reading and Writing (4.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XV. ESL 150, Fundamentals of ESL Grammar (0.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XVI. ESL 151, U.S. Citizenship (0.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XVII. ESL 155, ESL: The Language of Math (0.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XVIII. ESL 156, Fundamentals of ESL Oral Communication (0.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XIX. ESL 157, Pronunciation of American English (0.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XX. ESL 158, Fundamentals of ESL Reading and Writing (0.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XXI. ESL 160, Intermediate ESL Grammar (0.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XXII. ESL 166, Intermediate ESL Oral Communication (0.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XXIII. ESL 168, Intermediate ESL Reading and Writing (0.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XXIV. ESL 170, Advanced ESL Grammar (0.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XXV. ESL 176, Advanced ESL Oral Communication (0.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XXVI. ESL 178, Advanced ESL Reading and Writing (0.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XXVII. ESL 180, ESL Grammar for Academic Writing and Editing (0.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XXVIII. ESL 186, Bridge to Academic Oral Communication (0.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XXIX. ESL 188, Bridge to College Reading and Writing (0.0 units)

Justification: Course belongs to ESL Pathway and in accordance with AB705

XXX. KINL 23, First Aid and Safety (3.0 units)

Justification: Course will be placed on ADT in Kinesiology

XXXI. MUSI 5D, Advanced Concert Band II (1.0 units)

Justification: Course is a capstone course in MUSI 5 series

XXXII. PHIL 1C, Critical Thinking (3.0 units)

Justification: Course will be another course to satisfy CSUGE Area A3 and IGETC 1B for general education

XXXIII. SOCI 7, Introduction to Race and Ethnicity (3.0 units)

Justification: Course will be placed on ADT in Sociology

XXXIV. SOCI 9, Sociology of Gender (3.0 units)

Justification: Course will be placed on ADT in Sociology and ADT in Social Justice

XXXV. SOCI 10, Introduction to Criminology (3.0 units)

Justification: Course will be placed on ADT in Sociology

XXXVI. SOCI 20, Introduction to Social Justice (3.0 units)

Justification: Course will be placed on ADT in Social Justice and ADT in Sociology

Existing Programs (E):

XXXVII. Associate of Arts for Transfer, Early Childhood Education

Justification: Program courses updated and moved to new Program Verfication form

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING AGENDA

March 22, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

II. Roll Call

III. Approval of Agenda

IV. Approval of Minutes from March 1, 2019

V. Approval of Minutes from March 8, 2019

VI. Opportunities to Address the Committee

VII. Reports
A. Curriculum Committee Chair – Kyri Freeman
B. VP of Academic Affairs – Karen Kane
C. Dean of Instruction – Penny Shreve
D. Dean of CTE – Sandi Thomas
E. Dean of DE and Learning Support – Tim Botengan
F. Articulation Officer – Jaime Rodriguez
G. SLOAC Chair – Jennafer Worland

VIII. Consent Agenda from Tech/Peer Review Group

IX. Unfinished Business
A. CSU and IGETC for Local General Educational Requirements

X. New Business
A. Routine Course Review Process
B. Selection of Peer Reviewers
C. ACCJC Report and Program Outcome Introduction

XI. Announcements

XII. Future Agenda Items

XIII. Next Regular Meeting – 10:00a.m., April 5, 2019, B6

XIV. Adjournment

Barstow Community College
Curriculum Committee Consent Agenda

Location: B6

Date: Friday, March 22, 2019

Time: 10:00 A.M.

Modified Courses (M):

I. **FROM** AIRC 50, Fund HVAC Maint & Service (3.0 units)
TO HVAC 50, Fundamental HVAC Maintenance & Service (3.0 units)
Subject changed from AIRC to HVAC
Course moved to new COR template; course may be taught online/hybrid

II. **FROM** AIRC 51, Fund Heat/Vent/Air Cond (3.0 units)
TO HVAC 51, Fund Heat/Vent/Air Control (3.0 units)
Removed AIRC 50 as prerequisite
Added HVAC 50 as prerequisite
Course moved to new COR template; course may be taught online/hybrid

III. **FROM** AIRC 52, Commercial Refrigeration (3.0 units)
TO HVAC 52, Commercial Refrigeration (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

IV. **FROM** AIRC 53, Advanced Heating, Vent & A/C (3.0 units)
TO HVAC 53, Advanced HVAC (3.0 units)
Added EPA Certificate as prerequisite
Course moved to new COR template; course may be taught online/hybrid

V. **FROM** AUTO 65, Diesel Truck Starting, Charging, & Electrical Systems (4.0 units)
TO DESL 65 , Diesel Starting, Charging, and Electrical Systems (4.0 units)
Course Subject changed from AUTO to DESL

Course moved to new COR template; course may be taught online/hybrid

VI. **FROM** CBIS 2, Windows and the Internet (3.0 units)
TO CBIS 2, The Internet (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

VII. **FROM** CSIS 14, Internet Security (4.0 units)
TO CBIS 14, Internet Security (4.0 units)
Prerequisite changed from CSIS 1 to CBIS 1
Subject changed from CSIS to CBIS
Course moved to new COR template; course may be taught online/hybrid

VIII. **FROM** CBIS 15, Information Networking (3.0 units)
TO CBIS 15, Information Networking (3.0 units)
Prerequisite changed from CSIS 1 to CBIS 1
Course moved to new COR template; course may be taught online/hybrid

IX. **FROM** CBIS 17, Database Design and Management: Microsoft Access (3.0 units)
TO CBIS 17, Database Design and Management – Microsoft Access (3.0 units)
Prerequisite changed from CSIS 1 to CBIS 1
Course moved to new COR template; course may be taught online/hybrid

X. **FROM** CBIS 19, Systems Analysis and Design (3.0 units)
TO CBIS 19, Systems Analysis and Design (3.0 units)
Prerequisite changed from CSIS 1 to CBIS 1
Course moved to new COR template; course may be taught online/hybrid

XI. **FROM** COMM 160, Basic Skills Education Program (0.0 units)
TO SDEV 160, Basic Skills Education Program (0.0 units)
Subject changed from COMM to SDEV

XII. **FROM** CSIS 3, Programming in Visual Basic (3.0 units)
TO CSIS 3, Programming in Visual Basic (3.0 units)
Remove Recommended Preparation CSIS 1
Course moved to new COR template; course may be taught online/hybrid

XIII. **FROM** CSIS 6, Programming in Java (3.0 units)

TO CSIS 6, Programming in Java (3.0 units)

Course moved to new COR template; course may be taught online/hybrid

XIV. **FROM** CSIS 10, Computer Architechture (4.0 units)

TO CSIS 10**,** Computer Architecture and Organization with Assembly Programming (4.0 units)

Course moved to new COR template; course may be taught online/hybrid

XV. **FROM** CSIS 29A, Web Development: HTML, XHTML, and CSS (3.0 units)

TO CSIS 29A, Web Development: HTML, XHTML, and CSS (3.0 units)

Removed CSIS 1 or CSIS 2 as a prerequisite

Course moved to new COR template; course may be taught online/hybrid

XVI. **FROM** CSIS 29B, Web Development: PHP+//MySQL (3.0 units)

TO CSIS 29B, Web Development: PHP + MySQL (3.0 units)

Removed CSIS 1 or CSIS 2 as a prerequisite

Course moved to new COR template; course may be taught online/hybrid

XVII. **FROM** CSIS 29C, Web Development: Flash & Dreamweaver (3.0 units)

TO CSIS 29C, Web Development: Flash & Dreamweaver (3.0 units)

Removed CSIS 1 or CSIS 2 as a prerequisite

Course moved to new COR template; course may be taught online/hybrid

XVIII. **FROM** CSIS 29D, Web Development: JavaScript (3.0 units)

TO CSIS 29D, Web Development: JavaScript (3.0 units)

Course moved to new COR template; course may be taught online/hybrid

XIX. **FROM** CSIS 33, Computer Science I with C++ (3.0 units)

TO CSIS 33, Programming Concepts & Methodology I Using C++ (3.0 units)

Removed CSIS 1 as prerequisite

Course moved to new COR template; course may be taught online/hybrid

XX. **FROM** CBIS 33B, Object Oriented Programming with C++ (4.0 units)

TO CSIS 33B, Object Oriented Programming with C++ (4.0 units)

Removed prerequisite CBIS 6 and 33

Added prerequisite to CSIS 3, CSIS 6, or CSIS 33

Course moved to new COR template; course may be taught online/hybrid

XXI. **FROM** ENGL 1A, English Composition and Reading (3.0 units)

TO ENGL 1A, English Composition and Reading (4.0 units)

Increased units from 3.0 to 4.0 units

Removed prerequisite of ENGL 50 or ENGL 50X

Course moved to new COR template; course may be taught online/hybrid

XXII. **FROM** ENGL 1C, Critical Thinking and Composition (3.0 units)

TO ENGL 1C, Critical Thinking and Composition (4.0 units)

Increased units from 3.0 units to 4.0 units

Course moved to new COR template; course may be taught online/hybrid

XXIII. **FROM** ENGL 194, Bridge to College Success – English Level 4 (0.0 units).

TO ENGL 194, Bridge to College Success – English Level 4 (0.0 units)

Total Contact Hours increased from 18 to 18-54

XXIV. **FROM** ESL 106, Fundamentals of ESL Oral Communication (3.0 units)

TO ESL 106, Fundamentals of ESL Oral Communication (3.0 units)

Updated catalog description

XXV. **FROM** ESL 116, Intermediate ESL Oral Communication (3.0 units)

TO ESL 116, Intermediate ESL Oral Communication (3.0 units)

Added ESL 156 as a prerequisite

Updated catalog description

XXVI. **FROM** ESL 126, Advanced ESL Oral Communication (3.0 units)

TO ESL 126, Advanced ESL Oral Communication (3.0 units)

Added ESL 166 as a prerequisite

Updated catalog description

XXVII. **FROM** ESL 136, Bridge to Academic Oral Communication (3.0 units)

TO ESL 136, Bridge to Academic Oral Communication (3.0 units)

Added ESL 176 as a prerequisite

Updated catalog description

XXVIII. **FROM** GEOL 4, The Age of Dinosaurs (3.0 units)

TO GEOL 4, The Age of the Dinosaurs (3.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXIX. **FROM** HUMA 2, Survey of Humanities (3.0 units)

TO HUMA 2, Antiquity to Renaissance (3.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXX. **FROM** HUMA 3, Survey of Humanities (3.0 units)

TO HUMA 3, Renaissance to Modern (3.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXXI. **FROM** IMEI 95A, Emergency Systems, Process Control Elements, and Instrument Calibration (1.5 units)

TO IMEI 95A, Emergency Systems, Process Control Elements, and Instrument Calibration (2.0 units)

Removed IMEI 90A, IMEI 90B, IMEI 90C, IMEI 90D, IMEI 90E, IMEI 90F, IMEI 90G, IMEI 90H, and IMEI 90I

Increased units from 1.5 units to 2.0 units

Course moved to new COR template; course may be taught online/hybrid

XXXII. **FROM** IMEI 95B, Pneumatic Control Valves, Actuators, and Positioners (1.5 – 2.0 units)

TO IMEI 95B, Pneumatic Control Valves, Actuators, and Positioners (2.0 units)

Removed IMEI 90B, IMEI 90C, IMEI 90D, IMEI 90E, IMEI 90F, IMEI 90G, IMEI 90H, IMEI 90I, and IMEI 90J

Units decreased from 1.5 – 2.0 units to 2.0 units

Course moved to new COR template; course may be taught online/hybrid

XXXIII. **FROM** IMEI 95C, Performing Loop Checks, Troubleshooting, and Process Control Loops (1.50 – 2.0 units)

TO IMEI 95C, Performing Loop Checks, Troubleshooting, and Process Control Loops (2.0 units)

Removed IMEI 90A, IMEI 90B, IMEI 90C, IMEI 90D, IMEI 90E, IMEI 90F, IMEI 90G, IMEI 90H, IMEI 90I, and IMEI 90J

Added IMEI 95B as prerequisite

Units decreased from 1.5 – 2.0 units to 2.0 units

Course moved to new COR template; course may be taught online/hybrid

XXXIV. **FROM** IMEI 95D, Programmable Logic Controllers (2.0 units)

TO IMEI 95D, Programmable Logic Controllers (2.0 units)

Removed IMEI 90A, IMEI 90B, IMEI 90C, IMEI 90D, IMEI 90E, IMEI 90F, IMEI 90G, IMEI 90H, IMEI 90I, and IMEI 90J

Added IMEI 95C as preerquisite

Course moved to new COR template; course may be taught online/hybrid

XXXV. **FROM** IMEI 95E, Data Networks and Distributed Control Systems (2.0 units)

TO IMEI 95E, Data Networks and Distributed Control Systems (2.0 units)

Removed IMEI 90A, IMEI 90B, IMEI 90C, IMEI 90D, IMEI 90E, IMEI 90F, IMEI 90G, IMEI 90H, IMEI 90I, and IMEI 90J

Added IMEI 95D as prerequisite

Course moved to new COR template; course may be taught online/hybrid

XXXVI. **FROM** MATH 194, Bridge to College Success – Math Level 4 (0.0 units)

TO MATH 194, Bridge to College Success – Math Level 4 (0.0 units)

Total Contact Hours increased from 18 to 18-54

XXXVII. **FROM** PSYC 12, Research Methods in Social Science (3.0 units)

TO PSYC 12, Research Methods in Psychology (3.0 units)

Title Changed

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING AGENDA

April 5, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

II. Roll Call

III. Approval of Agenda

IV. Approval of Minutes from March 22, 2019

V. Opportunities to Address the Committee

VI. Reports
A. Curriculum Committee Chair – Kyri Freeman
B. VP of Academic Affairs – Karen Kane
C. Dean of Instruction – Penny Shreve
D. Dean of CTE – Sandi Thomas
E. Dean of DE and Learning Support – Tim Botengan
F. Articulation Officer – Jaime Rodriguez
G. SLOAC Chair – Jennafer Worland

VII. Consent Agenda from Tech/Peer Review Group

VIII. Unfinished Business
A. CSU and IGETC for Local General Educational Requirements
B. ACCJC Report and Program Outcome Introduction
C. Routine Course Review Process

IX. New Business

X. Announcements

XI. Future Agenda Items

XII. Next Regular Meeting – 10:00a.m., April 19, 2019, B6

XIII. Adjournment

Barstow Community College
Curriculum Committee Consent Agenda

Location: B6

Date: Friday, April 5, 2019

Time: 10:00 A.M.

Modified Courses (M):

I. **FROM** CSIS 18, Discrete Structures for Computer Science (4.0 units)
TO CSIS 18, Discrete Structures (4.0 units)
Removed CSIS 3, CSIS 6, and CSIS 33 as corequisites
Added CSIS 33 as prerequsite
Course moved to new COR template; course may be taught online/hybrid

II. **FROM** CSIS 35, Data Structures (4.0 units)
TO CSIS 35, Data Structures (4.0 units)
Added CSIS 33 as prerequisite
Course moved to new COR template; course may be taught online/hybrid

III. **FROM** PHYS 2A, General College Physics (4.0 units)
TO PHYS 2A, General Physics I: Mechanics of Solids and Fluids (5.0 units)
Added MATH 4A as a corequisite
Increased units from 4.0 units to 5.0 units
Course moved to new COR template

New Courses (N):

I. BIOL 20B, Biology for STEM Majors-2 (5.0 units)
Justification: Course will be placed on ADT in in Biology and is second semester course of a one-year survey in biology.

II. ESL 109, American Culture and Film (3.0 units)

Justification: Course is a part of English as a Second Language pathway.

III. ESL 159, American Culture and Film (0.0 units)

Justification: Course is a part of English as a Second Language pathway.

Existing Programs (E):

I. Certificate of Achievement – Child Development Level I

Justification: Program courses updated and moved to new Program Verfication form

II. Certificate of Achievement – Child Development Level II

Justification: Program courses updated and moved to new Program Verfication form

III. Certificate of Achievement – Family Daycare

Justification: Program courses updated and moved to new Program Verfication form

IV. Certifcate of Achievement – Heating, Ventilation, and Air Conditioning

Justification: Program title changed from AIRC to HVAC. Program courses updated and moved to new Program Verification form.

Inactive Courses (I):

I. BIOL 11
II. CHLD 13
III. CHLD 16
IV. ESL 102
V. ESL 103
VI. ESL 104
VII. ESL 112
VIII. ESL 114
IX. ESL 122
X. ESL 124
XI. ESL 132
XII. ESL 134
XIII. PSYC 4
XIV. PSYC 13
XV. PSYC 33
XVI. RLGS 1
XVII. RLGS 5
XVIII. RLGS 10
XIX. SOCI 6
XX. SOCI 8
XXI. SOCI 14
XXII. SOCI 15
XXIII. SOCI 18

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING AGENDA

April 19, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

II. Roll Call

III. Approval of Agenda

IV. Approval of Minutes from April 5, 2019

V. Opportunities to Address the Committee

VI. Reports
A. Curriculum Committee Chair – Kyri Freeman
B. VP of Academic Affairs – Karen Kane
C. Dean of Instruction – Penny Shreve
D. Dean of CTE – Sandi Thomas
E. Dean of DE and Learning Support – Tim Botengan
F. Articulation Officer – Jaime Rodriguez
G. SLOAC Chair – Jennafer Worland

VII. Consent Agenda from Tech/Peer Review Group

VIII. Unfinished Business
A. ACCJC Report and Program Outcome Introduction – Lisa Holmes

IX. New Business

A. Certificate of Achievement, Computer and Cyber Security Specialist (Security+), 1st Read	Info/Action
B. Certificate of Achievement, Computer and Network Specialist (Network+), 1st Read	Info/Action
C. Certificate of Achievement, Management Information Systems, 1st Read	Info/Action
D. Certificate of Achievement, Microsoft Office Specialist, 1st Read	Info/Action
E. Certificate of Achievement, Unix Administrator, 1st Read	Info/Action

X. Announcements

XI. Future Agenda Items

XII. Next Regular Meeting – 10:00a.m., May 3, 2019, B6

XIII. Adjournment

Barstow Community College
Curriculum Committee Consent Agenda

Location: B6

Date: Friday, April 19, 2019

Time: 10:00 A.M.

Modified Courses (M):

I. **FROM** ATHL 1, Intercollegiate Basketball (Men) (1.0 -2.0 units)
TO ATHL 1, Intercollegiate Basketball (Men) "In-Season" (3.0 units)
Increased to 3.0 units
Course moved to new COR template

II. **FROM** ATHL 2, Intercollegiate Basketball (Women) (1.0 -2.0 units)
TO ATHL 2, Intercollegiate Basketball (Women) "In-Season" (3.0 units)
Increased to 3.0 units
Course moved to new COR template

III. **FROM** ATHL 3, Intercollegiate Baseball (Men) (1.0 – 2.0 units)
TO ATHL 3, Intercollegiate Baseball "In-Season" (3.0 units)
Increased to 3.0 units
Course moved to new COR template

IV. **FROM** ATHL 10, Intercollegiate Softball (2.0 units)
TO ATHL 10, Intercollegiate Softball "In-Season" (3.0 units)
Increased units to 3.0 units
Course moved to new COR template

V. **FROM** ATHL 20, Basketball (Men) (1.0 units)
TO ATHL 20, Intercollegiate Basketball (Men) "Out of Season" (2.0 units)
Course title changed
Increased units from 1.0 units to 2.0 units

VI. **FROM** ATHL 22, Team Strategies Basketball (Women) (.50 -1.0 units)

TO ATHL 22, Intercollegiate Baskeball (Women) "Out-of-Season" (2.0 units)

Increased units to 2.0 units

Course moved to new COR template

VII. **FROM** ATHL 23, Baseball (1.0 units)

TO ATHL 23, Intercollegiate Baseball "Out-of-Season" (2.0 units)

Increased units to 2.0 units

Course moved to new COR template

VIII. **FROM** ATHL 25, Women's Softball (1.0 units)

TO ATHL 25, Intercollegiate Softball "Out-of-Season" (2.0 units)

Increased units to 2.0 units

Course moved to new COR template

IX. **FROM** ATHL 31, Sports Conditioning for Intercollegiate Athletes (1.0 units)

TO ATHL 31, Sports Conditioning for Intercollegiate Athletes (1.0 units)

Course moved to new COR template

X. **FROM** HUMA 4, Survey of Film (3.0 units)

TO HUMA 4, Survey of Film (3.0 units)

Added Film Studies to Program of Study

XI. **FROM** MUSI 14, Beginning Guitar (2.0 units)

TO MUSI 14, Beginning Guitar I (2.0 units)

Course moved to new COR template

XII. **FROM** PEAC 11, Beginning Volleyball (.50 – 1.0 units)

TO KINA 16A, Beginning Volleyball (.50 – 1.0 units)

Subject changed from PEAC to KINA

XIII. **FROM** PHIL 7, Pre-Modern Philosophy (3.0 units)

TO PHIL 7, Ancient & Medieval Philosophy (3.0 units)

Course moved to new COR template; course may be taught online/hybrid

XIV. **FROM** WELD 57, Weld, Fab & Projects using ferrous metals (3.0 units)

TO WELD 57A, Beginning Weld, Fab & Projects Using Ferrous Metals (3.0 units)

Number changed from 57 to 57A

Course Title changed

New Courses (N):

I. AUTO 52A, Introduction to Hybrid and Alternative Fuel Vehicles (4.0 units)

Justification: Course will be placed on Automotive Degree and/or Hybrid Technology Certificate.

II. ENTR 3, Starting a Business with Limited Resources (3.0 units)

Justification: Course is a part of English as a Second Language pathway.

III. ENTR 4, Money, Finance and Accounting for Entrepreneurs (3.0 units)

Justification: Course is a part of English as a Second Language pathway.

Existing Programs (E):

I. Associate of Science for Transfer Degree – Administration of Justice
Justification: Program courses updated and moved to new Program Verfication form

II. Associate of Science – Photography

Justification: Program courses updated and moved to new Program Verfication form

III. Certificate of Acheivement – Photography

Justification: Program courses updated and moved to new Program Verfication form

Inactive Courses (I):

I. CBIS 65

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING AGENDA

May 3, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

II. Roll Call

III. Approval of Agenda

IV. Approval of Minutes from April 19, 2019

V. Opportunities to Address the Committee

VI. Reports

A. Curriculum Committee Chair – Kyri Freeman
B. VP of Academic Affairs – Karen Kane
C. Dean of Instruction – Penny Shreve
D. Dean of CTE – Sandi Thomas
E. Dean of DE and Learning Support – Tim Botengan
F. Articulation Officer – Jaime Rodriguez
G. SLOAC Chair – Jennafer Worland

VII. Consent Agenda from Tech/Peer Review Group

VIII. Unfinished Business

A. Certificate of Achievement, Computer and Cyber Security Specialist (Security +), 2nd Read	Info/Action
B. Certificate of Achievement, Computer and Network Specialist (Network+), 2nd Read	Info/Action
C. Certificate of Achievement, Management Information Systems, 2nd Read	Info/Action
D. Certificate of Achievement, Microsoft Office Specialist, 2nd Read	Info/Action
E. Certificate of Achievement, Unix Administrator, 2nd Read	Info/Action

IX. New Business

A. Certificate of Achievement for Achievement, Entrepreneurship and Innovation, 1st Read	Info/Action
B. Certificate of Achievement, Management, 1st Read	Info/Action
C. Certificate of Achievement, Pipe Welding, 1st Read	Info/Action
D. Routine Course Review – Draft	Info

X. Announcements

XI. Future Agenda Items

A. eLumen
B. Curriculum/Tech Review Calendar
C. Peer Review Selection
D. Curriculum Manual
E. Programs and C-ID

XII. Next Regular Meeting – Fall 2019

XIII. Adjournment

Barstow Community College
Curriculum Committee Consent Agenda

Location: B6
Date: Friday, May 3, 2019
Time: 10:00 a.m.

Modified Courses (M):

1. **FROM** WELD 57A, Beginning Welding, Fabrication & Projects Using Ferrous Metals (3.0 units)
   TO WELD 57A, Beginning Welding, Fabrication & Projects Using Ferrous Metals (3.0 units)
   Prerequisite changed from WELD 50 to WELD 50A
   Course moved to new COR template; course may be taught online/hybrid

2. **FROM** WELD 57B, Intermediate Welding, Fab, and Projects Using Non-Ferrous Metals (3.0 units)
   TO WELD 57B, Intermediate Welding, Fab, and Projects Using Non-Ferrous Metals (3.0 units)
   Prerequisite changed from WELD 57 to WELD 57A
   Course moved to new COR template; course may be taught online/hybrid

3. **FROM** PEAC 3, Circuit Weight Training-Machines Only (0.5 - 1.0 units)
   TO KINA 3A, Circuit Weight Training-Machines Only (0.5 – 1.0 units)
   Course subject changed
   Course moved to new COR template

4. **FROM** PEAC 4, Basic Weight Training & Conditioning (0.5 – 1.0 units)
   TO KINA 4A, Basic Weight Training & Conditioning (0.5 – 1.0 units)
   Course subject changed
   Course moved to new COR template

5. **FROM** PEAC 29, Cardiovascular Lab (0.5 – 1.0 units)
   TO KINA 5A, Cardiovascular Lab (0.5 – 1.0 units)
   Course subject changed
   Course moved to new COR template

6. **FROM** PEAC 30, General Activity (0.5 – 1.0 units)
   TO KINA 2A, General Activity (0.5 – 1.0 units)
   Course subject changed
   Course moved to new COR template; course may be taught online/hybrid

7. **FROM** PEAC 20, Tai Ji Quan (0.5 – 1.0 units)
   TO KINA 7A, Tai Ji Quan (0.5 – 1.0 units)
   Course subject changed
   Course moved to new COR template

8. **FROM** PEAC 21, Breathing, Meditation, Relaxation (0.5 – 1.0 units)
   TO KINA 8A, Breathing, Meditation, Relaxation (0.5 – 1.0 units)
   Course subject changed
   Course moved to new COR template

9. **FROM** PEAC 33, Beginning Badminton (0.5 – 1.0 units)
TO KINA 22A, Beginning Badminton (0.5 – 1.0 units)
Course subject changed
Course moved to new COR template

10. **FROM** IMMT 60, Fundamentals of Industrial Maintenance (1.0 units)
TO IMMT 60, Fundamentals of Industrial Maintenance (1.0 units)
Lecture/lab unit breakdown changed

11. **FROM** IMMT 62, Oxyfuel Cutting (1.0 units)
TO IMMT 62, Oxyfuel Cutting (1.0 units)
Lecture/lab unit breakdown changed

12. **FROM** IMMT 64, Craft Related Quantitative Skills (1.0 units)
TO IMMT 64, Craft Related Quantitative Skills (1.0 units
Lecture/lab unit breakdown changed

13. **FROM** IMMT 66, Construction Drawings (1.0 units)
TO IMMT 66, Construction Drawings (1.0 units)
Lecture/lab unit breakdown changed

14. **FROM** IMMT 68, Gaskets, Packing, Pumps, Drives, Valves & Lubrication (1.5 units)
TO IMMT 68, Gaskets, Packing, Pumps, Drives, Valves & Lubrication (1.5 units)
Lecture/lab unit breakdown changed

15. **FROM** IMMT 69, Material Handling, Hand Rigging, Mobile & Support Equipment (1.5 units)
TO IMMT 69, Material Handling, Hand Rigging, Mobile & Support Equipment (1.5 units)
Lecture/lab unit breakdown changed

16. **FROM** IMMT 70, Basic Layout (1.0 units)
TO IMMT 70, Basic Layout (1.0 units)
Lecture/lab unit breakdown changed

17. **FROM** IMMT 71, Introduction to Piping (1.0 units)
TO IMMT 71, Introduction to Piping (1.0 units)
Lecture/lab unit breakdown changed

18. **FROM** IMMT 73, Identify, Install, and Maintain Valves (1.0 units)
TO IMMT 73, Identify, Install, and Maintain Valves (1.0 units)
Lecture/lab unit breakdown changed

19. **FROM** IMMT 74, Introduction to Bearings (1.0 units)
TO IMMT 74, Introduction to Bearings (1.0 units)
Lecture/lab unit breakdown changed

20. **FROM** IMMT 75, Introduction to Steam Systems (2.0 units)
TO IMMT 75, Introduction to Steam Systems (2.0 units)
Lecture/lab unit breakdown changed

21. **FROM** IMMT 76, Distillation Towers and Vessels (1.0 units)
TO IMMT 76, Distillation Towers and Vessels (1.0 units)
Lecture/lab unit breakdown changed

22. **FROM** IMMT 77, Heater Furnaces Heat Exchangers Cooling (2.0 units)
TO IMMT 77, Heater Furnaces Heat Exchangers Cooling (2.0 units)
Lecture/lab unit breakdown changed

23. **FROM** PHIL 5, World Religions (3.0 units)
TO PHIL 5, World Religions (3.0 units)
Discipline changed to Philosophy, Religious Studies

24. **FROM** PHIL 6, Introduction to the Bible (3.0 units)
TO PHIL 6, Introduction to the Bible (3.0 units)
Discipline changed to Philosophy, Religious Studies

25. **FROM** WKFC 101, Attitude in the Workplace (1.0 units)
TO WKFC 101, Attitude in the Workplace (1.0 units)
Course moved to new COR template; course may be taught online/hybrid

26. **FROM** WKFC 102, Dealing with Difficult People (1.0 units)
TO WKFC 102, Dealing with Difficult People (1.0 units)
Course moved to new COR template; course may be taught online/hybrid

27. **FROM** WKFC 104, Time and Stress Management (1.0 units)
TO WKFC 104, Time and Stress Management (1.0 units)
Course moved to new COR template; course may be taught online/hybrid

28. **FROM** WKFC 106, Managing Change (1.0 units)
TO WKFC 106, Managing Change (1.0 units)
Course moved to new COR template; course may be taught online/hybrid

29. **FROM** WKFC 107, Team Building (1.0 units)
TO WKFC 107, Team Building (1.0 units)
Course moved to new COR template; course may be taught online/hybrid

30. **FROM** WKFC 108, Business Ethics (1.0 units)
TO WKFC 108, Business Ethics (1.0 units)
Course moved to new COR template; course may be taught online/hybrid

New Courses (N):

31. ARTS 5, Three-Dimensional Design (4.0 units)
Justification: Course will be placed on the AD-T, Art History and is a requirement for the AD-T, Studio Arts

32. CHEM 3A, Organic Chemistry I (4.0 units)
Justification: Course is a requirement for the AD-T, Chemistry

33. CHEM 3B, Organic Chemistry II (4.0 units)
Justification: Course is a requirement for the AD-T, Chemistry

34. KINA 6A, Fitness – Walking, Jogging, Running (0.5 – 1.0 units)
Justification: Course is one of the three required movement-based courses for the AD-T, Kinesiology

35. KINA 9A, Fitness and Wellness (0.5 - 1.0 units)
Justification: Course is one of the three required movement-based courses for the AD-T, Kinesiology

36. KINA 10A, Fitness & Wellness Lab (0.5 - 1.0 units)
Justification: Course is a requirement for the AD-T, Kinesiology and Certificate, Professional Preparation

37. KINA 17A, Beginning Basketball (0.5 – 1.0 units)
Justification: Course is one of the three required movement-based courses for the AD-T, Kinesiology

38. KINA 18A, Beginning Softball (0.5 – 1.0 units)
Justification: Course is one of the three required movement-based courses for the AD-T, Kinesiology

39. KINA 21A, Beginning Tennis (0.5 – 1.0 units)
Justification: Course is a requirement for the AD-T, Kinesiology and Certificate, Professional Preparation

40. KINA 23A, Beginning Golf (0.5 – 1.0 units)
Justification: Course is a requirement for the AD-T, Kinesiology and Certificate, Professional Preparation

41. KINA 30A, Beginning Self-Defense & Karate (0.5 – 1.0 units)
Justification: Course is a requirement for the AD-T, Kinesiology

42. KINA 31A, Beginning Cardio Kickboxing (0.5 – 1.0 units)
Justification: Course is a requirement for the AD-T, Kinesiology

43. KINA 150, Fitness and Wellness Laboratory (Non-Credit)
Justification: Allows BCC's students/faculty/staff to utilize the Wellness Center facilities

Existing Programs (E):

44. Associate of Arts for Transfer, Sociology
Justification: Program courses updated and moved to new Program Verification form.

45. Associate of Science, Automotive Technology
Justification: Program courses updated and moved to new Program Verification form.

46. Certificate of Achievement, Automotive Technology
Justification: Program courses updated and moved to new Program Verification form.

47. Associate of Science for Transfer, English
Justification: Program courses updated and moved to new Program Verification form.

48. Certificate of Achievement, Accounting
Justification: Program courses updated and moved to new Program Verification form.

Inactive Courses (I):

1. ACCT 1A
2. ACCT 52
3. ACSK 150
4. ACSK 151
5. ACSK 152
6. ACSK 153
7. ACSK 154
8. ACSK 155
9. ACSK 156
10. ACSK 157
11. ACSK 158
12. ACSK 165
13. ADJU 54
14. ADJU 55
15. AHLT 54
16. AHLT 56
17. AHLT 57
18. AHLT 58
19. AHLT 60
20. AHLT 61C
21. AHLT 65
22. AHLT 66
23. AHLT 70
24. AHLT 71
25. AHLT 77
26. AHLT 61A
27. AHLT 61B
28. AIRC 50
29. AIRC 51
30. AIRC 52
31. AIRC 53
32. ANTH 2
33. ANTH 3
34. ANTH 4
35. ARCH 1
36. ARCH 50
37. ARCH 51
38. ARCH 52
39. ARCH 53A
40. ARCH 53B
41. ARCH 53C
42. ARCH 53D
43. ARTS 11
44. ARTS 12
45. ARTS 13
46. ARTS 14
47. ARTS 15
48. ARTS 18
49. ARTS 4
50. ARTS 6
51. ARTS 8
52. ARTS 9
53. ATHL 26
54. AUTO 50
55. AUTO 62
56. AUTO 60
57. AUTO 61
58. BADM 100
59. BADM 101
60. BADM 102
61. BADM 106
62. BADM 107
63. BADM 108
64. BADM 50
65. BADM 52
66. BADM 54
67. BADM 62
68. BADM 98
69. BCTT 50D
70. BCTT 50E
71. BCTT 52A
72. BCTT 52B
73. BCTT 55
74. BCTT 57
75. BCTT 60D
76. BCTT 60E
77. BIOL 10
78. BIOL 10L
79. BIOL 12
80. BIOL 3
81. BUSI 101
82. BUSI 102
83. BUSI 58
84. BUSI 60A
85. BUSI 60B
86. BUSI 62
87. BUSI 65A
88. BUSI 65B
89. BUSI 68
90. BUSI 75
91. BUSI 80
92. BUSI 98
93. CBIS 16
94. CBIS 64
95. CBIS 67
96. CBIS 77
97. CBIS 9
98. CBIS 3
99. CBIS 30A
100. CBIS 30B
101. CBIS 30C
102. CBIS 30D
103. CBIS 67
104. CHEM 12
105. CHLD 10
106. CHLD 11B
107. CHLD 16
108. CHLD 54
109. CHLD 54A
110. CHLD 60
111. CMSV 100
112. CMSV 101
113. CMSV 102
114. CMSV 103
115. CMSV 104
116. CMSV 105
117. CMSV 106
118. CMSV 107
119. CMSV 108
120. CMSV 108A
121. CMSV 109
122. CMSV 110
123. CMSV 111
124. CMSV 112
125. CMSV 113
126. COMM 152
127. COMM 153
128. COMM 154
129. COMM 155
130. COMM 50
131. COMM 51
132. COMM 52
133. COMP 100
134. COMP 101
135. COMP 111
136. COMP 112
137. COMP 135
138. COMP 140
139. COMP 50A
140. COMP 50B
141. COMP 50C
142. COMP 52A
143. COMP 98
144. COOP 100
145. COOP 80
146. COOP 83
147. COSM 100A
148. COSM 100B
149. COSM 100C
150. COSM 101A
151. COSM 101B
152. COSM 101C
153. COSM 102
154. COSM 103
155. COSM 105
156. COSM 106

157. CSIS 13
158. CSIS 14
159. CSIS 15
160. CSIS 17
161. CSIS 19
162. CSIS 2
163. CSIS 22A
164. CSIS 22C
165. CTEC 73
166. CULN 50
167. CULN 54
168. CULN 58
169. CULN 62
170. CULN 66
171. CULN 70
172. CULN 71
173. DRAF 50
174. DRAF 51
175. DRAF 52
176. DRAF 53
177. DRAF 54
178. DRAF 55
179. DRAF 56
180. DRAF 60
181. DRAM 1B
182. DRAM 5
183. ECON 50
184. EDUC 150
185. EDUC 59A
186. EDUC 59B
187. EDUC 59C
188. EDUC 98
189. ELCT 61A
190. ELCT 61B
191. ELCT 61C
192. ELCT 61D
193. ELCT 61E
194. ELCT 72D
195. ELEC 50
196. ELEC 51
197. ELEC 52
198. ELEC 53
199. ELEC 54
200. ELEC 55
201. ELEC 56
202. ELEC 58
203. ELEC 59
204. ELEC 60
205. ENGL 101
206. ENGL 102
207. ENGL 50
208. ENVT 50
209. ETHN 4
210. GEOG 1
211. GEOG 2
212. GEOG 50
213. GEOG 51
214. HEAL 7
215. HEAL 48
216. HIST 50
217. HIST 7
218. HOME 152
219. HOME 153
220. HOME 154
221. HOME 2
222. IMMT 90A
223. IMMT 90B
224. IMMT 90C
225. IMMT 90D
226. IMMT 90E
227. IMMT 90F
228. IMMT 90G
229. IMMT 90H
230. IMMT 90I
231. IMMT 90J
232. MATH 101
233. MATH 102
234. MGMT 42
235. MGMT 50
236. MGMT 51
237. MGMT 52
238. MGMT 53
239. MGMT 55
240. MGMT 56
241. MGMT 59
242. MGMT 60
243. MGMT 61
244. MGMT 62
245. MGMT 63
246. MGMT 64
247. MGMT 65
248. MGMT 66
249. MGMT 67
250. MGMT 68
251. MGMT 69
252. MGMT 70
253. MGMT 71
254. MGMT 72
255. MGMT 75
256. MUSI 10
257. MUSI 101
258. MUSI 11
259. MUSI 13
260. MUSI 14
261. MUSI 15
262. MUSI 16
263. MUSI 17
264. MUSI 18
265. MUSI 19
266. MUSI 20
267. MUSI 5
268. MUSI 6
269. MUSI 8
270. ORIE 1
271. PEAC 1
272. PEAC 2
273. PEAC 28
274. PEAC 33
275. PELC 3
276. PELC 4
277. PETH 1
278. PETH 4
279. PHED 13
280. PHED 14
281. PHED 17
282. PHED 18
283. PHED 19
284. PHED 2
285. PHED 22
286. PHED 23
287. PHED 25
288. PHED 26
289. PHED 27
290. PHED 29
291. PHED 3
292. PHED 30
293. PHED 32
294. PHED 33
295. PHED 38
296. PHED 39
297. PHED 40
298. PHED 41
299. PHED 41A
300. PHED 41B
301. PHED 42
302. PHED 43
303. PHED 44
304. PHED 45
305. PHED 46A
306. PHED 46B
307. PHED 48
308. PHED 48.1
309. PHED 48A
310. PHED 7
311. PHED 8
312. PHIL 2
313. PHOT 100
314. PHOT 148
315. PHOT 1A

316. PHOT 1B
317. PHOT 2A
318. PHOT 2B
319. PHOT 3
320. PHOT 4
321. PHOT 50
322. PHOT 50A
323. PHOT 50B
324. PHOT 51A
325. PHOT 51B
326. PHOT 52
327. PHOT 53
328. PHOT 99.1
329. PHOT 99.2
330. PHSC 1
331. PHYS 1
332. PHYS 2B
333. PHYS 4A
334. PHYS 4B
335. PSYC 30
336. PSYC 51
337. READ 101
338. REAL 101
339. REAL 102
340. REAL 103
341. REAL 104
342. REAL 105
343. REAL 106
344. REAL 107
345. REAL 108
346. REAL 109
347. SOCI 18
348. SOCI 30
349. SOCI 8
350. SPAN 2A
351. SPAN 2B
352. SPAN 50A
353. SPAN 50B
354. SPAN 50C
355. SPAN 50D
356. TART 11
357. WARE 50
358. WELD 100
359. WELD 101
360. WELD 102
361. WELD 103
362. WELD 104
363. WELD 105
364. WELD 148
365. WELD 98

Barstow Community College
Curriculum Committee Meeting

Friday, October 5, 2018
10:00am – 12:00pm
B6

1) Call Meeting to Order

2) Roll Call

3) Review and Approval of Minutes
   a. 9-7-18
   b. 9-21-18

4) Opportunity to Address the Committee

5) Reports
   a. Curriculum Committee Chair Kyri Freeman
   b. VP of Academic Affairs Karen Kane
   c. Dean of Instruction Penny Shreves
   d. Articulation Officer Jaime Rodriguez
   e. SLOAC Chair Jennafer Worland/Melissa Cunningham

6) Consent Agenda from the Tech/Peer Review Group

7) Unfinished Business
   a. Report from the Curriculum Committee Institute Attendees
   b. Calendar Dates/Deadlines
   c. Cross-Listed Course Discussion
   d. ADT's

8) New Business
   a. AB705
   b. Reporting out to the faculty regarding Curriculum Meetings/Work
   c. New DE Form

9) Announcements

10) Future Agenda Items

11) Adjournment

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING AGENDA

October 19, 2018 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

II. Roll Call

III. Approval of Agenda

IV. Approval of Minutes from October 5, 2018

V. Opportunities to Address the Committee

VI. Reports
A. Curriculum Committee Chair – Kyri Freeman
B. VP of Academic Affairs – Karen Kane
C. Dean of Instruction – Penny Shreve
D. Dean of CTE – Sandi Thomas
E. Dean of DE and Learning Support – Tim Botengan
F. Articulation Officer – Jaime Rodriguez
G. SLOAC Chair – Jennafer Worland

VII. Consent Agenda from Tech/Peer Review Group

VIII. Unfinished Business
A. Report from the Curriculum Committee Institute Attendees
B. Calendar Dates/Deadlines
C. New DE Form

IX. New Business
A. OER
B. AB/BP Updates

X. Announcements

XI. Future Agenda Items

XII. Next Regular Meeting – 10:00a.m., Nov 2, 2018, B6

XIII. Adjournment

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING AGENDA

November 2, 2018 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

II. Roll Call

III. Approval of Agenda

IV. Approval of Minutes from October 19, 2018

V. Opportunities to Address the Committee

VI. Reports
A. Curriculum Committee Chair – Kyri Freeman
B. VP of Academic Affairs – Karen Kane
C. Dean of Instruction – Penny Shreve
D. Dean of CTE – Sandi Thomas
E. Dean of DE and Learning Support – Tim Botengan
F. Articulation Officer – Jaime Rodriguez
G. SLOAC Chair – Jennafer Worland

VII. Consent Agenda from Tech/Peer Review Group

VIII. Unfinished Business
A. OER Discussion
B. AP/BP Updates Program Discontinuance

IX. New Business
A. Strategic Plan
B. Teaching Learning Support Center
C. Schedule of Classes
D. ACCT 1 – Principles of Accounting
E. SDEV 150
F. SDEV 151

X. Announcements

XI. Future Agenda Items

XII. Next Regular Meeting – 10:00a.m., Nov 16, 2018, B6

XIII. Adjournment

Barstow Community College
Curriculum Committee Consent Agenda

Location: B6

Date: Friday, November 2, 2018

Time: 10:00 A.M.

Modified Courses:

I. **FROM** ACCT 1A, Principles of Accounting (3.0 units)
TO ACCT 1A, Principles of Accounting (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

II. **FROM** ACCT 1B, Principles of Accounting (3.0 units)
TO ACCT 1B, Principles of Accounting (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

III. **FROM** ARTS 7, Drawing and Composition (4.0 units)
TO ARTS 7, Drawing and Composition (4.0 units)
Course moved to new COR template

IV. **FROM** ARTS 18A, Ceramics (4.0 units)
TO ARTS 18A, Beginning Ceramics (4.0 units)
Course moved to new COR template

V. **FROM** AUTO 51A, Introduction to Automotive Technology (3.0 units)
TO AUTO 51A, Introduction to Automotive Technology (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

VI. **FROM** AUTO 53, Automatic Transmissions and Transaxles (4.0 units)
TO AUTO 53, Automatic Transmissions and Transaxles (4.0 units)
Course moved to new COR template; course may be taught online/hybrid

VII. **FROM** AUTO 57, Heating and Air Conditioning (4.0 units)
TO AUTO 57, Heating and Air Conditioning (4.0 units)
Course moved to new COR template; course may be taught online/hybrid

VIII. **FROM** BIOL 4, Human Anatomy (5.0 units)
TO BIOL 4, Human Anatomy (5.0 units)
Course moved to new COR template
Prerequisite BIOL 2 removed

IX. **FROM** BIOL 5, Human Physiology (5.0 units)
TO BIOL 5, Human Physiology (5.0 units)
Course moved to new COR template

Prerequisite BIOL2 or 4 and CHEM 1 removed

X. **FROM** BIOL 8, Microbiology (5.0 units)
TO BIOL 8, Microbiology (5.0 units)
Course moved to new COR template
Prerequisite CHEM1 or 2A and BIOL 2 removed

XI. **FROM** BADM 3, Entrepreneurship (3.0 units)
TO BADM 3, Entrepreneurship (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XII. **FROM** BADM 6, Business Communications (3.0 units)
TO BADM 6, Business Communications (3.0 units)
Course moved to new COR template; course may be taught online/hybrid
Prerequisite ENGL 1A added

XIII. **FROM** CBIS 43, Presentation Applications and Media (3.0 units)
TO CBIS 43, Presentation Applications and Media (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XIV. **FROM** CHEM 1, Introductory Chemistry (4.0 units)
TO CHEM 1, Introductory Chemistry (4.0 units)
Course moved to new COR template
Prerequisite MATH 50 removed

XV. **FROM** CHLD 17, Programs for School-Age Children: Curriculum and Teaching (3.0 units)
TO CHILD 17, Programs for School-Age Children: Curriculum and Teaching (3.0 units)
Course moved to new COR template

XVI. **FROM** CHLD 30A, Early Childhood Literacy (3.0 units)
TO CHLD 30A, Early Childhood Literacy (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XVII. **FROM** CHLD 61, Family Day Care Provider (3.0 units)
TO CHLD 61, Family Day Care Provider (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XVIII. **FROM** ECON 1, Principles of Economics (Macro) (3.0 units)
TO ECON 1, Macroeconomics (3.0 units)
Course moved to new COR template; course may be taught online/hybrid
Added Prerequisite Math 50

XIX. **FROM** ENGL 4, Introduction to Shakespeare (3.0 units)
TO ENGL 4, Introduction to Shakespeare (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XX. **FROM** ENGL 6, Bible as Literature (3.0 units)
TO ENGL 6, Bible as Literature (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXI. **FROM** ENLG 12B, Survey of American Literature II 1865-present (3.0 units)
TO ENGL 12B, Survey of American Literature II 1865- present (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXII. **FROM** ENGL 13A, African American Literature (3.0 units)
TO ENGL 13A, African-American Literature (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXIII. **FROM** ESL 190, Developing Literacy (0.0 units)
TO ESL 190, Developing Literacy (0.0 units)
Course moved to new COR template

XXIV. **FROM** ESL 192, Expanding Foundations in ESL (0 units)
TO ESL 192, Expanding Foundations in ESL (0 units)
Course moved to new COR template

XXV. **FROM** GEOL 1L, Physical Geology (4.0 units)
TO GEOL 1L, Physical Geology (4.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXVI. **FROM** HEAL 2, Nutrition (3.0 units)
TO HEAL 2, Nutrition (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXVII. **FROM** MATH 101, Arithmetic (3.0 units)
TO MATH 101, Pre Algebra (3.0 units)
Course moved to new COR template: course may be taught online/hybrid

XXVIII. **FROM** MUSI 5A, Beginning Concert Band (1.0 units)
TO MUSI 5A, Beginning Concert Band (1.0 units)
Course moved to new COR template

XXIX. **FROM** MUSI 5B, Intermediate Concert Band (1.0 units)
TO MUSI 5B, Intermediate Concert Band (1.0 units)
Course moved to new COR template

XXX. **FROM** MUSI 5C, Advanced Concert Band (1.0 units)
TO MUIS 5C, Advanced Concert Band (1.0 units)
Course moved to new COR template

XXXI. **FROM** MUSI 7, Beginning Jazz Ensemble (1.0 units)
TO MUSI 7, Beginning Jazz Ensemble (10 units)
Course moved to new COR template

XXXII. **FROM** MUSI 7B, Intermediate Jazz Ensemble (1.0 units)
TO MUSI 7B, Intermediate Jazz Ensemble (1.0 units)
Course moved to new COR template

XXXIII. **FROM** MUSI 7C, Advanced Jazz Ensemble (1.0 units)
TO MUSI 7C, Advanced Jazz Ensemble (1.0 units)
Course moved to new COR template

XXXIV. **FROM** MUSI 7D, Masters Jazz Ensemble (1.0 units)
TO MUSI 7D, Masters Jazz Ensemble (1.0 units)
Course moved to new COR template

XXXV. **FROM** PEAC 13, Fitness Walking (.50 - 1.0 units)
TO PEAC 13, Fitness Walking (.50 - 1.0 units)
Course moved to new COR template

XXXVI. **FROM** PEAC 14, Jogging (.50 - 1.0 units)
TO PEAC 14, Fitness Jogging (.50 - 1.0 units)
Course moved to new COR template

XXXVII. **FROM** PEAC 16, Lifetime Fitness (1.0 units)
TO PEAC 16, Lifetime Fitness (1.0 units)
Course moved to new COR template

XXXVIII. **FROM** PEAC 17, Beginning Adaptive Physical Fitness (.50 - 1.0 units)
TO PEAC 17, Beginning Adapted Physical Fitness (.50 - 1.0 units)
Course moved to new COR template

XXXIX. **FROM** PEAC 20, Tai Ji Quan (1.0 units)
TO PEAC 20, Tai Ji Quan (1.0 units)
Course moved to new COR template

XL. **FROM** PEAC 29, Cardiovascular Lab (.50 - 1.0 units)
TO PEAC 29, Cardiovascular Lab (.50 - 1.0 units)
Course moved to new COR template

XLI. **FROM** PELC 1, Sports Psychology, (3.0 units)
TO PELC 1, Sports Psychology (3.0 units)
Course moved to new COR template

XLII. **FROM** PELC 5, Principles of Athletic Training (3.0 units)
TO PELC 5, Principles of Athletic Training (3.0 units)
Course moved to new COR template

XLIII. **FROM** PHSC 2, Introduction to Earth Science (3.0 units)
TO PHSC 2, Introduction to the Earth Sciences (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLIV. **FROM** POLI 1, American Political Institutions (3.0 units)
TO POLI 1, American Political Institutions (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLV. **FROM** POLI 2, Comparative Government (3.0 units)
TO POLI 2, Comparative Government (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLVI. **FROM** POLI 3, Introduction to International Relations (3.0 units)
TO POLI 3, Introduction to International Relations (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLVII. **FROM** SDEV 1, College Success (3.0 units)
TO SDEV 1, College Success (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLVIII. **FROM** SOCI 2, American Social Problems (3.0 units)
TO SOCI 2, American Social Problems (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLIX. **FROM** SOCI 6, Child, Family, Community (3.0 units)
TO SOCI 6, Child, Family, Community (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

L. **FROM** SOCI 15, Introduction to Guidance and Counseling (3.0 units)
TO SOCI 15, Introduction to Guidance and Counseling (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LI. **FROM** SPCH 1, Elements of Public Speaking (3.0 units)
TO SPCH 1, Elements of Public Speaking (3.0 units)
Course moved to new COR template

LII. **FROM** TART 4, The Broadway Voice (1.0 units)
TO TART 4, Beginning Broadway Voice (1.0 units)
Course moved to new COR template

LIII. **FROM** TART 4B, Intermediate Broadway Voice (1.0 units)
TO TART 4B, Intermediate Broadway Voice (1.0 units)
Course moved to new COR template

LIV. **FROM** TART 4C, Advanced Broadway Voice I (1.0 units)
TO TART 4C, Advanced Broadway Voice I (1.0 units)
Course moved to new COR template

LV. **FROM** TART 4D, Advanced Broadway Voice II (1.0 units)
TO TART 4D, Advanced Broadway Voice II (1.0 units)
Course moved to new COR template

LVI. **FROM** TART 13, Musical Theatre Production (1.0 - 4.0 units)
TO TART 13, Beginning Musical Theatre Production (.50 - 4.0 units)
Course moved to new COR template

LVII. **FROM** TART 13B, Intermediate Musical Theatre Production (.50 - 4.0 units)

TO TART 13B, Intermediate Musical Theatre Production (.50 - 4.0 units)
Course moved to new COR template

LVIII. **FROM** TART 13C, Advanced Musical Theatre Production II (.50 - 4.0 units)
TO TART 13C, Advanced Musical Theatre Production I (.50 - 4.0 units)
Course moved to new COR template

LIX. **FROM** TART 13D, Advanced Musical Theatre Production III (.50 - 4.0 units)
TO TART 13D, Advanced Musical Theatre Production II (.50 - 4.0 units)
Course moved to new COR template

LX. **FROM** WARE 51, Introduction to Operations and Supply Chain Management (3.0 units)
TO WARE 51, Introduction to Operations and Supply Chain Management (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LXI. **FROM** WARE 52, Introduction to Warehousing and Distribution (3.0 units)
TO WARE 52, Introduction to Warehousing and Distribution (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LXII. **FROM** WARE 57, Materials Management (3.0 units)
TO WARE 57, Materials Management (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LXIII. **FROM** WELD 50, Oxyacetylene Welding and Cutting (3.0 units)
TO WELD 50, Oxyacetylene Welding and Cutting (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LXIV. **FROM** WELD 51, Shielded Metal Arc Welding and Cutting (3.0 units)
TO WELD 51, Shielded Metal Arc Welding and Cutting (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LXV. **FROM** WELD 52, Position Welding (Arc Welding) (3.0 units)
TO WELD 52, Position Welding (Arc Welding) (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING AGENDA

November 16, 2018 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

II. Roll Call

III. Approval of Agenda

IV. Approval of Minutes from November 2, 2018

V. Opportunities to Address the Committee

VI. Reports
A. Curriculum Committee Chair – Kyri Freeman
B. VP of Academic Affairs – Karen Kane
C. Dean of Instruction – Penny Shreve
D. Dean of CTE – Sandi Thomas
E. Dean of DE and Learning Support – Tim Botengan
F. Articulation Officer – Jaime Rodriguez
G. SLOAC Chair – Jennafer Worland

VII. Consent Agenda from Tech/Peer Review Group

VIII. Unfinished Business
A. OER Discussion
B. Teaching and Learning Support Center
C. Schedule of Classes Update

IX. New Business

X. Announcements

XI. Future Agenda Items

XII. Next Regular Meeting – 10:00a.m., Dec 7, 2018, B6

XIII. Next Special Meeting – 10:00a.m., Nov 30, 2018, B6

XIV. Adjournment

Barstow Community College
Curriculum Committee Consent Agenda

Location: B6

Date: Friday, November 16, 2018

Time: 10:00 A.M.

Modified Courses:

I. **FROM** ARTS 1, Art History and Appreciation (3.0 units)
TO ARTS 1, Art History and Appreciation: Prehistory through the Middle Ages (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

II. **FROM** ARTS 2, Art History and Appreciation (3.0 units)
TO ARTS 2, Art History and Appreciation: Early Renaissance to Post Modern (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

III. **FROM** ARTS 3, Basic Design (3.0 units)
TO ARTS 3, Two-Dimensional Design (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

IV. **FROM** ARTS 13A, Asian Art History: Early Cultures (3.0 units)
TO ARTS 13A, Asian Art History: Early Cultures (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

V. **FROM** ARTS 18B, Intermediate Ceramics (4.0 units)
TO ARTS 18B, Intermediate Ceramics (4.0 units)
Course moved to new COR template; course may be taught online/hybrid

VI. **FROM** ARTS 18C, Advanced Ceramics – Wheel Throwing (4.0 units)
TO ARTS 18C, Advanced Ceramics – Wheel Throwing (4.0 units)
Course moved to new COR template

VII. F**ROM** ASTR 1, Introduction to Astronomy (3.0 units)
TO ASTR 1, Introduction to Astronomy (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

VIII. **FROM** ATHL 9, Intercollegiate Softball (Women) (3.0 units)
TO ATHL 9, Women's Soccer (3.0 units)
Course moved to new COR template

IX. **FROM** ATHL 20, Basketball (Men) (1.0 units)
TO ATHL 20, Basketball (Men) (1.0 units)
Course moved to new COR template

X. **FROM** ATHL 21, Individual Basic Skills of Basketball (Women) (0.5-1.0 units)
TO ATHL 21, Individual Basic Skills of Basketball (Women) (.50 – 1.0 units)
Course moved to new COR template

XI. **FROM** AUTO 52, Automotive Electrical Systems (4.0 units)
TO AUTO 53, Automotive Electrical Systems (4.0 units)
Course moved to new COR template; course may be taught online/hybrid

XII. **FROM** AUTO 55, Suspension and Steering (4.0 units)
TO AUTO 55, Suspension and Steering (4.0 units)
Course moved to new COR template; course may be taught online/hybrid

XIII. **FROM** AUTO 56, Engine Performance (4.0 units)
TO AUTO 56, Engine Performance (4.0 units)
Course moved to new COR template; course may be taught online/hybrid

XIV. **FROM** AUTO 58, Basic Automotive Engines (4.0 units)
TO AUTO 58, Basic Automotive Engines (4.0 units)
Course moved to new COR template; course may be taught online/hybrid

XV. **FROM** ECON 2, Principles of Economics (Micro) (3.0 units)
TO ECON 2, Microeconomics (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XVI. **FROM** ECON 5, Personal Financial Planning (3.0 units)

TO ECON 5, Personal Financial Planning (3.0 units)

Course moved to new COR template; course may be taught online/hybrid

XVII. **FROM** ENGL 102, English Skills (3.0 units)

TO ENGL 102, Basic Skills (3.0 units)

Course moved to new COR template

XVIII. **FROM** ENGL 194, Bridge to College Success – English Level 4 (0.0 units)

TO ENGL 194, Bridge to College Success – English Level 4 (0.0 units)

Course moved to new COR template; course may be taught online/hybrid

XIX. **FROM** ENGL 2, Survey of English Literature (3.0 units)

TO ENGL 2, Survey of English Literature to the Romantic Era (3.0 units)

Course moved to new COR template; course may be taught online/hybrid

XX. **FROM** ENGL 3, Survey of English Literature (3.0 units)

TO ENGL 3, Survey of English Literature: Romantic Era to Present (3.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXI. **FROM** ENGL 7, Creative Writing (3.0 units)

TO ENGL 7, Creative Writing (3.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXII. **FROM** HIST 5, History of California (3.0 units)

TO HIST 5, History of California (3.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXIII. **FROM** IMMT 60, Fundamentals of Industrial Maintenance Mechanics (1.0 units)

TO IMMT 60, Fundamentals of Industrial Maintenance (1.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXIV. **FROM** IMMT 62, Oxyfuel Cutting (1.0 units)

TO IMMT 62, Oxyfuel Cutting (1.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXV. **FROM** IMMT 64, Craft Related Quantitative Skills (1.0 units)

TO IMMT 64, Craft Related Quantitative Skills (1.0 units)

Course moved to new COR template

XXVI. **FROM** IMMT 66, Construction Drawings (1.0 units)

TO IMMT 66, Construction Drawings (1.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXVII. **FROM** IMMT 68, Gaskets, Pumps, Drives, Valves, & Lubrication (1.5 units)

TO IMMT 68, Gaskets, Packing, Pumps, Drivers, Valves and Lubrication (1.5 units)

Course moved to new COR template; course may be taught online/hybrid

XXVIII. **FROM** IMMT 69, Material, Handling, Hand Rigging, Mobile & Support (1.5 units)

TO IMMT 69, Material Handling, Hand Rigging, Mobile and Support Equipment (1.5 units)

Course moved to new COR template; course may be taught online/hybrid

XXIX. **FROM** IMMT 70, Basic Layout (1.0 units)

TO IMMT 70, Basic Layout (1.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXX. **FROM** IMMT 71, Introduction to Piping (1.0 units)

TO IMMT 71, Introduction to Piping (1.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXXI. **FROM** IMMT 73, Identify, Install, and Maintain Valves (1.0 units)

TO IMMT 73, Identify, Install, and Maintain Valves (1.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXXII. **FROM** IMMT 74, Introduction to Bearings (1.0 units)

TO IMMT 74, Introduction to Bearings (1.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXXIII. **FROM** IMMT 75, Introduction to Steam Systems (2.0 units)

TO IMMT 75, Introduction to Steam Systems (2.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXXIV. **FROM** IMMT 76, Distillation Towers and Vessels (1.0 units)

TO IMMT 76, Distillation Towers and Vessels (1.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXXV. **FROM** IMMT 77, Heaters, Furnaces, Heat Exchangers, Cooling Towers and Fin Fans (2.0 units)

TO IMMT 77, Heater Furnaces Heat Exchangers Cooling (2.0 units)

Course moved to new COR template; course may be taught online/hybrid

XXXVI. **FROM** MATH 5, The Ideas of Math (3.0 units)

TO MATH 5, College Math: For Liberal Arts Majors (3.0 units)

Course moved to new COR template; course may be taught online/hybrid

Math 55 removed as prerequisite

XXXVII. **FROM** MATH 194, Bridge to College Success – Math Level 4 (0.0 units)

TO MATH 194, Bridge to College Success – Math Level 4 (0.0 units)

Course moved to new COR template

XXXVIII. **FROM** MUSI 12A, Beginning Piano (2.0 units)
TO MUSI 12A, Beginning Piano I (2.0 units)
Course moved to new COR template

XXXIX. **FROM** MUSI 12B, Beginning Piano (1.0 units)
TO MUSI 12B, Beginning Piano II (1.0 units)
Course moved to new COR template

XL. **FROM** MUSI 12C, Intermediate Piano (1.0 units)
TO MUSI 12C, Intermediate Piano (1.0 units)
Course moved to new COR template

XLI. **FROM** OCEA 1, Introduction to the Marine Environment (3.0 units)
TO OCEA 1, Introduction to the Marine Environment (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLII. **FROM** PHIL 1, Introduction to Philosophy (3.0 units)
TO PHIL 1, Introduction to Philosophy (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLIII. **FROM** PHIL 4, Ethics (3.0 units)
TO PHIL 4, Ethics (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLIV. **FROM** POLI 5, Introduction to Modern Terrorism (3.0 units)
TO POLI 5, Introduction to Terrorism (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLV. **FROM** PSYC 1, Introduction to Psychology (3.0 units)
TO PSYC 1, Introduction to Psychology (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLVI. **FROM** PSYC 2, Developmental Psychology (3.0 units)
TO PSYC 2, Developmental Psychology (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLVII. **FROM** PSYC 4, Child Growth and Development (3.0 units)
TO PSYC 4, Child Growth and Development (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLVIII. **FROM** PSYC 5, Introduction to Career and Life Planning (3.0 units)
TO PSYC 5, Career and Life Planning (3.0 units)
Course moved to new COR template; course taught online/hybrid

XLIX. **FROM** PSYC 15, Introduction to Guidance and Counseling (3.0 units)
TO PSYC 15, Introduction to Guidance and Counseling (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

L. **FROM** PSYC 33, Marriage and Family (3.0 units)
TO PSYC 33, Marriage and Family (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LI. **FROM** SOCI 12, Research in Social Sciences (3.0 units)
TO SOCI 12, Research in Social Sciences (3.0 units)
Course moved to new COR template; course may be taught online/hybrid
Prerequisite PSYC 1 removed
Added Math 2 as prerequisite

LII. **FROM** SOCI 14, Introduction to Drug and Alcohol Studies (3.0 units)
TO SOCI 14, Introduction to Drug and Alcohol Studies (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING AGENDA

December 7, 2018 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

II. Roll Call

III. Approval of Agenda

IV. Approval of Minutes from November 16, 2018

V. Opportunities to Address the Committee

VI. Reports
A. Curriculum Committee Chair – Kyri Freeman
B. VP of Academic Affairs – Karen Kane
C. Dean of Instruction – Penny Shreve
D. Dean of CTE – Sandi Thomas
E. Dean of DE and Learning Support – Tim Botengan
F. Articulation Officer – Jaime Rodriguez
G. SLOAC Chair – Jennafer Worland

VII. Consent Agenda from Tech/Peer Review Group

VIII. Unfinished Business

IX. New Business
A. Curriculum Process Update
B. Courses not taught in Fall18/Spring19 Process
C. Looking Forward: Program, Certificate, Degree Programs
D. Faculty Retreat – January 25-26

X. Announcements

XI. Future Agenda Items

XII. Next Regular Meeting – 10:00a.m., Jan 18, 2019, B6

XIII. Adjournment

Barstow Community College
Curriculum Committee Consent Agenda

Location: B6

Date: Friday, December 7, 2018

Time: 10:00 A.M.

Modified Courses:

I. **FROM** ACCT 4, Managerial Accounting (3.0 units)
TO ACCT 4, Managerial Accounting (3.0 units)
ACCT 1 added as prerequisite
Course moved to new COR template; course may be taught online/hybrid

II. **FROM** ACCT 5, Personal Financial Planning (3.0 units)
TO ACCT 5, Personal Financial Planning (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

III. **FROM** ADJU 7, Principles of Investigation (3.0 units)
TO ADJU 7, Principles of Investigation (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

IV. **FROM** ADJU 15, Legal Aspects of Corrections (3.0 units)
TO ADJU 15, Legal Aspects of Corrections (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

V. **FROM** ADJU 17, Correctional Interviewing and Counseling (3.0 units)
TO ADJU 17, Correctional Interviewing and Counseling (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

VI. **FROM** ADJU 18, Fundamentals of Probation and Parole (3.0 units)
TO ADJU 18, Fundamentals of Probation and Parole (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

VII. **FROM** AHLT 51, Standard First Aid and Personal Safety (.50 units)
TO AHLT 51, First Aid and Personal Safety (.50 units)
Course moved to new COR template

VIII. **FROM** AHLT 63, Basic CPR (Cardio-Pulmonary Resuscitation) (.50 units)
TO AHLT 63, Basic CPR (.50 units)
Course moved to new COR template

IX. **FROM** ARTS 10, Painting (3.0 units)
TO ARTS 10A, Beginning Painting (3.0 units)
Course moved to new COR template

X. **FROM** ARTS 10B, Intermediate Painting (3.0 units)
TO ARTS 10B, Intermediate Painting (3.0 units)
Prerequisite amended from 10 to 10A
Course moved to new COR template

XI. **FROM** ARTS 16, Freehand Sketching (3.0 units)
TO ARTS 16, Freehand Sketching (3.0 units)
Course moved to new COR template

XII. **FROM** ARTS 17, Watercolor Painting (3.0 units)
TO ARTS 17, Watercolor Painting (30 units)
Course moved to new COR template

XIII. **FROM** ARTS 19, Sculpture (4.0 units)
TO ARTS 19, Beginning Sculpture (4.0 units)
Course moved to new COR template

XIV. **FROM** ASTR 1L, Observational Astronomy (1.0 units)
TO ASTR 1L, Observational Astronomy (1.0 units)
Course moved to new COR template
Prerequisite ASTR 1 removed
Co-requisite ASTR 1 added

XV. **FROM** AUTO 54, Automotive Brakes (4.0 units)
TO AUTO 54, Automotive Brakes (4.0 units)
Course moved to new COR template; course may be taught online/hybrid

XVI. **FROM** CBIS 13, Management Information Systems (3.0 units)
TO CBIS 13, Management of Information Systems (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XVII. **FROM** CBIS 22A, Business Operating Software, Using UNIX (3.0 units)
TO CBIS 22A, Business Operating Software, Using UNIX (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XVIII. **FROM** CBIS 42, Advanced Word Processing (4.0 units)
TO CBIS 42, Advanced Word Processing (4.0 units)
Course moved to new COR template; course may be taught online/hybrid
Added CBIS 41 as prerequisite

XIX. **FROM** BOTE 60, Data Entry I (1.0 – 3.0 units)
TO CBIS 60, Data Entry I (1.5 units)
Course moved to new COR template; course may be taught online/hybrid
Units decreased to 1.5 units

XX. **FROM** BOTE 61, Skill Building and Document Processing (1.5 units)
TO CBIS 61, Data Entry II and Document Processing (1.5 units)
Course moved to new COR template; course may be taught online/hybrid
Added CBIS 60 as prerequisite

XXI. **FROM** CBIS 74, Microsoft Outlook (1.5 units)
TO CBIS 74, Microsoft Outlook (1.5 units)
Course moved to new COR template; course may be taught online/hybrid

XXII. **FROM** COMM 160, Basic Skills Education Program (0.0 units)
TO COMM 160, Basic Skills Education Program (0.0 units)
Course moved to new COR template

XXIII. **FROM** COSM 50A, Beginning Cosmetology (6.0 units)
TO COSM 50A, Beginning Cosmetology (6.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXIV. **FROM** COSM 50B, Beginning Cosmetology (6.0 units)
TO COSM 50B, Beginning Cosmetology (6.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXV. **FROM** COSM 5OC, Beginning Cosmetology (6.0 units)
TO COSM 50C, Beginning Cosmetology (6.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXVI. **FROM** COSM 51A, Intermediate Cosmetology (6.0 units)
TO COSM 51A, Intermediate Cosmetology (6.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXVII. **FROM** COSM 51B, Intermediate Cosmetology (6.0 units)
TO COSM 51B, Intermediate Cosmetology (6.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXVIII. **FROM** COSM 51C, Intermediate Cosmetology (6.0 units)
TO COSM 51C, Intermediate Cosmetology (6.0 units)
Course moved to new COR template; course may be taught online/hybrid
Prerequisite COSM 51B removed

XXIX. **FROM** COSM 52, Advanced Cosmetology (6.0 units)
TO COSM 52, Advanced Cosmetology (6.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXX. **FROM** ELCT 70A, Electrical Safety and Hand Bending (1.0 units)
TO ELCT 70A, Electrical Safety and Hand Bending (1.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXXI. **FROM** ELCT 70B, Fasteners and Electrical Theory (1.0 units)
TO ELCT 70B, Fasteners and Electrical Theory (1.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXXII. **FROM** ELCT 70C, Electrical Test Equipment, NEC (2.0 units)
TO ELCT 70C, Electrical Test Equipment, NEC (2.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXXIII. **FROM** ELCT 70D, Intro to Electrical Blueprints (1.0 units)
TO ELCT 70D, Intro to Electrical Blueprints (1.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXXIV. **FROM** ELCT 70E, Electrical Level One Performance Testing (1.0 units)
TO ELCT 70E, Electrical Level One Performance Testing (1.0 units)
Course moved to new COR template; course may be taught online/hybrid

Prerequisites ELCT 70A, ELCT 70B, ELCT 70C, and ELCT 70 D removed

XXXV. **FROM** ENGL 5, Introduction to Children's Literature (3.0 units)
TO ENGL 5, Introduction to Children's Literature (3.0 units)
Course moved to new COR template; course may be taught online/hybrid
Prerequisite ENGL 50 removed

XXXVI. **FROM** ENGL 11, Graphic Novel as Literature (3.0 units)
TO ENGL 11, Graphic Novel as Literature (3.0 units)
Course moved to new COR template; course may be taught online/hybrid
Remove "Eligibility for ENGL 1A" as prerequisite
Prerequisite ENGL 1A added

XXXVII. **FROM** ENGL 12, Survey of American Literature I (3.0 units)
TO ENGL 12, Survey of American Literature to 1865 (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXXVIII. **FROM** HEAL 1, Health Education (3.0 units)
TO HEAL 1, Health Education (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XXXIX. **FROM** HIST 1A, Survey of Western Civilization (3.0 units)
TO HIST 1A, Survey of Western Civilization: The Ancient Near East to 1648 (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XL. **FROM** HIST 1B, Survey of Western Civilization (3.0 units)
TO HIST 1B, Survey of Western Civilization II: The Renaissance to the Present Day (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLI. **FROM** HIST 2A, Survey of U.S. History (3.0 units)
TO HIST 2A, Survey of U.S. History I: The Colonia Period through Reconstruction (3.0 units)
Course moved to new COR template

XLII. **FROM** HIST 2B, Survey of U.S. History (3.0 units)
TO HIST 2B, Survey of U.S. History II: From the End of Reconstruction to the 21st Century (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLIII. **FROM** HIST 4, The United States in the Twentieth Century (3.0 units)
TO HIST 4, The U.S in the 20th Century (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLIV. **FROM** HIST 8A, World Civilizations (3.0 units)
TO HIST 8A, Survey of World Civilizations I: From the Dawn of Humankind to the 1300s (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLV. **FROM** HIST 8B, World Civilizations (3.0 units)
TO HIST 8B, Survey of the World Civilizations II: From the 1300s to the Present (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XLVI. **FROM** HUMA 5, Multi-cultural Mythology (3.0 units)
TO HUMA 5, Multi-Cultural Mythology (3.0 units)

Course moved to new COR template; course may be taught online/hybrid

XLVII. **FROM** MATH 191, Bridge to College Success- Math Level 1 (0.0 units)
TO MATH 191, Bridge to College Success- Math Level 1 (0.0 units)
Course moved to new COR template

XLVIII. **FROM** MATH 192, Bridge to College Success- Math Level 2 (0.0 units)
TO MATH 192, Bridge to College Success- Math Level 2 (0.0 units)
Course moved to new COR template

XLIX. **FROM** MATH 193, Bridge to College Success- Math Level 3 (0.0 units)
TO MATH 193, Bridge to College Success- Math Level 3 (0.0 units)
Course moved to new COR template

L. **FROM** MATH 2, Introduction to Statistics (4.0 units)
TO MATH 2, Introduction to Statistics (4.0 units)
Course moved to new COR template; course may be taught online/hybrid
Prerequisite MATH 55 removed

LI. **FROM** MATH 3, College Algebra (3.0 units)
TO MATH 3, College Algebra (3.0 units)
Course moved to new COR template; course may be taught online/hybrid
Prerequisite MATH 55 removed

LII. **FROM** MATH 4B, Analytical Geometry and Calculus II (5.0 units)
TO MATH 4B, Calculus II (4.0 units)
Course moved to new COR template
Units decreased from 5.0 units to 4.0 units

LIII. **FROM** MATH 4C, Analytical Geometry and Calculus III (5.0 units)
TO MATH 4C, Calculus III (4.0 units)
Course moved to new COR template
Units decreased from 5.0 units to 4.0 units

LIV. **FROM** MATH 55, Intermediate Algebra (4.0 units)
TO MATH 55, Intermediate Algebra (4.0 units)
Course moved to new COR template; course may be taught online/hybrid
Prerequisite MATH 50 removed

LV. **FROM** MGMT 4, Labor-Management Relations (3.0 units)
TO MGMT 4, Labor Management Relations (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LVI. **FROM** MGMT 6, Psychology of Management (3.0 units)
TO MGMT 6, Psychology of Management (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LVII. **FROM** MUSI 6A, Beginning Symphonic Band (1.0 units)
TO MUSI 6A, Beginning Symphonic Band (1.0 units)
Course moved to new COR template

LVIII. **FROM** MUSI 6B, Intermediate Symphonic Band (1.0 units)
TO MUSI 6B, Intermediate Symphonic Band (1.0 units)

Couse moved to new COR template
Prerequisite MUSI 6A added

LIX. **FROM** MUSI 6C, Advanced Symphonic Band (1.0 units)
TO MUSI 6C, Advanced Symphonic Band (1.0 units)
Course moved to new COR template
Prerequisite MUSI 6B added

LX. **FROM** MUSI 8A, Beginning Chamber Singers (.50 - 1.0 units)
TO MUSI 8A, Beginning Chamber Singers (1.0 units)
Course moved to new COR template
Units changed from variable units (.50 – 1.0 units) to 1.0 units

LXI. **FROM** MUSI 8B, Intermediate Chamber Singers (. 50 - 1.0 units)
TO MUSI 8B, Intermediate Chamber Singers (1.0 units)
Course moved to new COR template
Units changed from variable units (.50 – 1.0 units) to 1.0 units

LXII. **FROM** MUSI 8C, Advanced Chamber Singers (.50 - 1.0 units)
TO MUSI 8C, Advanced Chamber Singers I (1.0 units)
Course moved to new COR template
Units changed from variable units (.50 – 1.0 units) to 1.0 units

LXIII. **FROM** MUSI 8D, Masters Chamber Singers (.50 – 1.0 units)
TO MUSI 8D, Advanced Chamber Singers II (1.0 units)
Course moved to new COR template
Units changed from variable units (.50 – 1.0 units) to 1.0 units

LXIV. **FROM** PEAC 3, Circuit Weight Training – Machines Only (.50 – 1.0 units)
TO PEAC 3, Circuit Weight Training – Machines Only (.50 – 1.0 units)
Course moved to new COR template

LXV. **FROM** PEAC 4, Basic Weight Training and Conditioning (.50-1.0 units)
TO PEAC 4, Basic Weight Training & Conditioning (.50 – 1.0 units)
Course moved to new COR template

LXVI. **FROM** PEAC 11, Beginning Volleyball (.50 -1.0 units)
TO PEAC 11, Beginning Volleyball (.50 – 1.0 units)
Course moved to new COR template

LXVII. **FROM** PEAC 15, Lifetime Fitness & Dietary Analysis (1.0 units)
TO PEAC 15, Lifetime Fitness and Dietary Analysis (1.0 units)
Course moved to new COR template

LXVIII. **FROM** PEAC 21, Breathing Meditation & Relaxation (1.0 units)
TO PEAC 21, Breathing, Meditation, Relaxation (1.0 units)
Course moved to new COR template

LXIX. **FROM** PEAC 23, Beginning Jazz Dance (1.0 units)
TO PEAC 23, Beginning Jazz Dance (1.0 units)
Course moved to new COR template

LXX. **FROM** PEAC 24, Beginning Modern Dance (1.0 units)
TO PEAC 24, Beginning Modern Dance (1.0 units)

Course moved to new COR template

LXXI. **FROM** PEAC 30, General Activity (1.0 units)
TO PEAC 30, General Activity (1.0 units)
Course moved to new COR template; course may be taught online/hybrid

LXXII. **FROM** PELC 2, Introduction to Physical Education (3.0 units)
TO PELC 2, Introduction to Physical Education (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LXXIII. **FROM** PHIL 3, Logic (3.0 units)
TO PHIL 3, Logic (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LXXIV. **FROM** PHIL 5, Comparative Religion (3.0 units)
TO PHIL 5, World Religions (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LXXV. **FROM** PHIL 6, Introduction to the Bible (3.0 units)
TO PHIL 6, Introduction to the Bible (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LXXVI. **FROM** PHOT 1C, Introduction to Digital Photography (4.0 units)
TO PHOT 1C, Introduction to Digital Photography (4.0 units)
Course moved to new COR template

LXXVII. **FROM** PHOT 2C, Digital Photography (4.0 units)
TO PHOT 2C, Digital Photography (4.0 units)
Course moved to new COR template

LXXVIII. **FROM** PHOT 3C, Studio and Outdoor Lighting in Digital Photography (4.0 units)
TO PHOT 3C, Studio and Outdoor Lighting in Digital Photography (4.0 units)
Course moved to new COR template

LXXIX. **FROM** PHOT 4C, Advanced Digital Photography (4.0 units)
TO PHOT 4C, Advanced Digital Photography (4.0 units)
Course moved to new COR template

LXXX. **FROM** PHOT 9, Introduction to Adobe Photoshop (3.0 units)
TO PHOT 9, Introduction to Adobe Photoshop (3.0 units)
Course moved to new COR template

LXXXI. **FROM** PSYC 6, Adult Development & Aging (3.0 units)
TO PSYC 6, Adult Development and Aging (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LXXXII. **FROM** PSYC 11, Human Sexuality (3.0 units)
TO PSYC 11, Human Sexuality (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LXXXIII. **FROM** PSYC 12, Research in Social Sciences (3.0 units)
TO PSYC 12, Research in Social Sciences (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

Prerequisite SOCI 1 removed
Prerequisite MATH 2 added

LXXXIV. **FROM** PSYC 13, Sport Psychology (3.0 units)
TO PSYC 13, Sport Psychology (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LXXXV. **FROM** PSYC 14, Introduction to Drug and Alcohol Studies (3.0 units)
TO PSYC 14, Introduction to Drug/Alcohol Studies (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

LXXXVI. **FROM** SPAN 1A, Beginning Spanish (4.0 units)
TO SPAN 1A, Beginning Spanish (4.0 units)
Course moved to new COR template

LXXXVII. **FROM** TART 23, Beginning Jazz Dance (1.0 units)
TO TART 23. Beginning Jazz Dance (1.0 units)
Course moved to new COR template

LXXXVIII. **FROM** TART 24, Beginning Modern Dance (1.0 units)
TO TART 24, Beginning Modern Dance (1.0 units)
Course moved to new COR template

LXXXIX. **FROM** WARE 54, Material Handling (3.0 units)
TO WARE 54, Material Handling (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XC. **FROM** WARE 59, Introduction to Purchasing (3.0 units)
TO WARE 59, Introduction to Purchasing (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XCI. **FROM** WELD 53, Soldering, Brazing and Braze Welding (3.0 units)
TO WELD 53, Soldering and Brazing (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XCII. **FROM** WELD 54, Gas Metal – Arc Welding (3.0 units)
TO WELD 54, Gas Metal Arc Welding (3.0 units)
Course moved to new COR template; course may be taught online/hybrid
Remove WELD 52 as prerequisite

XCIII. **FROM** WELD 55, Gas Tungsten – Arc Welding (3.0 units)
TO WELD 55, Gas Tungsten Arc Welding (3.0 units)
Course moved to new COR template; course may be taught online/hybrid
Prerequisite WELD 50 removed

XCIV. **FROM** WELD 56, Blueprint Reading (Metal Trades) (3.0 units)
TO WELD 56, Blueprint Reading (Metal Trades) (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XCV. **FROM** WELD 57, Welding Fabrication and Projects (3.0 units)
TO WELD 57, Welding Fabrication & Projects using Ferrous Metals (3.0 units)
Course moved to new COR template; course may be taught online/hybrid

XCVI. **FROM** WELD 58A, Basic Pipe Welding SMAW (3.0 units)

TO WELD 58A, Basic Pipe Welding – Shielded Metal Arc Welding (3.0 units)
Course moved to new COR template; course may be taught online/hybrid
Prerequisites WELD 50, 54, 55A, and 55B removed

XCVII. **FROM** WELD 58B, Basic Pipe Welding GMAW and FCAW (3.0 units)
TO WELD 58B, Basic Pipe Welding – Gas Metal Arc Welding and Flux Cored Arc Welding (3.0 units)
Course moved to new COR template; course may be taught online/hybrid
Prerequisite WELD 58A removed
Prerequisites WELD 54 and WELD 56 added

XCVIII. **FROM** WELD 58C, Basic Pipe Welding GTAW (3.0 units)
TO WELD 58C, Basic Pipe Welding – Gas Tungsten Arc Welding (3.0 units)
Course moved to new COR template; course may be taught online/hybrid
Prerequisite WELD 58B removed
Prerequisites WELD 55 and WELD 56 added

XCIX. **FROM** WKFC 103, Mastering Communication (1.0 units)
TO WKFC 103, Mastering Communication (1.0 units)
Course moved to new COR template; course may be taught online/hybrid

C. **FROM** WKFC 105, Decision Making and Problem Solving (1.0 units)
TO WKFC 105, Decision Making and Problem Solving (1.0 units)
Course moved to new COR template; course may be taught online/hybrid

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING MINUTES

January 18, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair
The meeting was called to order at 10:08 a.m.

II. Roll Call
Voting Members Present: Carole Blake, Lilia Franco, Kyri Freeman, Apineru Lealofi, Vincent Lovato, Melissa Matteson, Susan Nylander, Jaime Rodriguez, Joseph Williams, Jennafer Worland

Non-Voting Members Present: Heather Brang, Karen Kane, Jonathan Robles

Members Excused: Tim Botengan, Felicia Martinez, Heather Minehart, Sandi Thomas
Members Absent: Ibrahim Aboud, Rudolfo Duque, Penny Shreve
Guests: Nancy Nunes-Gill

III. Approval of Agenda
The agenda of January 18, 2019 was approved (9,0,0)

IV. Approval of Minutes Motion
The minutes of December 7, 2018 was approved (9,0,0)

V. Opportunities to Address the Committee
Nance Nunes-Gill was approached by Vanguard University who would like to do a Memorandum of Understanding with her Child Development courses. Since Barstow College does not have an agreement with Vanguard University, the next step would be to reach out to the curriculum chair and articulation officer to formulate the appropriate paperwork needed to get that going. Recently VP Kane had heard Trident University wants to partner with Fort Irwin, so this may be an opportunity to pull together the right group of individuals to see how they want to proceed.

VI. Reports
A. Curriculum Committee Chair – Kyri Freeman
Now that the majority of our courses have been updated, one of our Spring semester priorities will include resubmitting all program certificates and pathways with the correct courses and electives. We have also discussed a process regarding how to get the remaining few courses that have not been taught on a regular review schedule.

New forms are currently being created, to include a vote today on a new course approval form. The SLO committee will be giving an announcement on creating a program learning outcome form.

Tech and Peer Review were formerly combined during the curriculum reset. Going forward Peer Review will only occur when a course is at its time to be reviewed. CTE courses need review every 2 years. Academic courses every 6 years. Peer Review will not occur this semester unless there is a situation where an unexpected specific course must be taught Fall'19 that had not been previously reviewed. Tech Review will be meeting twice monthly to look over every curriculum proposal before advancing to Curriculum, as ideally only big philosophical questions would be forwarded to the Curriculum Committee. Coordinators from SLO, Basic Skills Committee, DE, Articulation, and Financial Aid are part of Tech Review. Please let Kyri know if you would also like to be part of Tech Review. While there will be no extra compensation, it would be greatly appreciated. Possible Tech Review meeting dates would mirror Curriculum Committee dates, meeting in the afternoons. Vincent Lovato inquired if we would be able to see, approve and vote on the structure of Tech Review. Kyri Freeman explained that Tech Review is not a shared governance committee but is actually a sub-committee of Curriculum, thus already has an existing structure in place.

With the AB705 mandate to address this year, bridge courses were developed last Fall for the Math and English pilots. Math reportedly had success within the 2 week section and has moved into the 4 week bridge. Susan Nylander noted that while they are unsure how the bridge classes will address the needs of the students, this is also why they increased English 1A from 3 to 4 units, in lieu of a requisite the additional unit will give additional time. The pilot is an opportunity to see how much we need to work with the students coming in. There are currently four English bridge courses going into 1A, and three math bridge courses going into Math 5.

B. VP of Academic Affairs – Karen Kane

VP Kane welcomed back everyone to Spring 2019. All the hard work that was done last semester has created a solid foundation to spearhead us forward.

We are now looking ahead to the Summer '19/Fall '19 schedule. Following the faculty retreat, there will be scheduled signups available to be able to discuss what was developed at the retreat. This year, we want to have time-blocked scheduled sit downs, to be able to come together and collectively develop a faculty centric, student centered schedule. It is important that from an enrollment perspective, a student be able to complete their program within two years at Barstow College, if that is their choice. We need to offer correct sequencing without overlapping. The Deans are welcome to come and sign up with their discipline faculty.

As addressed, the 2,4,12 bridge courses have begun. The first few weeks have passed, and we are now moving into the four week section. As expected, there have been a few hiccups but faculty are embracing things nicely.

C. Dean of Instruction – Penny Shreve

Absent

D. Dean of CTE – Sandi Thomas

Nance Nunes-Gill reported that Dean Thomas is currently away at a Conference for the region.

E. Dean of DE and Learning Support – Tim Botengan
Excused Absence

F. Articulation Officer – Jaime Rodriguez
December included 45 total submissions, 14 for IGETC, 31 CSU/GE. We should expect a mid-spring result from those proposal submissions. Currently submitting for UCTCA in Summer which will eventually deem what is accepted as transferable to UC's.

December 2018 COCI updates were led by Tanesha acting as mediator between Barstow College and Mr. David Garcia, the Chancellor office point of contact. The COCI team, Tanesha Young, Jaime Rodriguez, Lisa Holmes and Heather Brang uploaded 135 courses within 2.5 days. A second round of COCI updates need to be uploaded from the December 19th board date over the following week. Anything currently being uploaded, will be retroactive to Aug 13, 2018. December course approvals are being uploaded into the C-ID currently as well.

Jaime inquired about how to develop a local policy for reciprocity guideline substitutions and ADTs. VP Kane responded that it would need to be a board policy and an administrative procedure as reciprocity is statewide. We would need to develop it and have it approved. When prepared to move forward, the correct procedure would be to ask Kyri make it an item under New Business at the next meeting as it would start here in Curriculum and then continue to move on to the Senate. VP Kane thanked all the individuals involved in the 2.5 day, round the clock upload as originally our two-week window of submission time had been dwindled down to 4 days, and then subsequently shortened a third time, limiting our available time to submit.

G. SLOAC Chair – Jennafer Worland
No meeting this month.

VII. Unfinished Business

A. OER Support - Kyri Freeman
Curriculum voted last semester in general resolution that Curriculum supports OER, and now needs to move on to the Academic Senate.

Nance Nunes-Gill shared information regarding the state OER repository adding that OER could also be added within Canvas, as a place to store information pertaining to all different types of disciplines and courses. K. Freeman added that there would more than likely be a vetting process that will need to still occur for the resources faculty may want to use that are not available within the state repository. Nance disclosed there is a stipend available through OER itself for whoever may want to take on the OER point of contact position.

B. Courses not Addressed in the Reset
Kyri Freeman explained that there were courses that were not reviewed because either they had not been taught recently or possibly not on a two year schedule. Lisa Holmes identified and generated a list of such courses, with Tanesha Young and Jaime Rodriguez going through these courses with a plan to meet with faculty and see if ultimately the courses would be inactivated or continued to be in use. VP Kane shared that this is one of the items that would be discussed during the upcoming discipline faculty meetings.

C. Tech/Peer Review

Curriculum chair inquired if there were any further questions regarding the Tech/Review process as discussed throughout this meeting. No questions asked.

VIII. New Business

A. New Course Proposal Flow - Kyri Freeman

Motion to approve the New Approval Form. (Nylander, Lovato)

A draft was presented of the New Course Approval form. There will be a separate form needed for Programs and Certificates and new forms are still be created for Assessment and Course Modification. The New Approval Form will need to be accompanied by an updated COR form, Assessment form, DE form and Materials Fee form if applicable. With the variety of signoffs needed, the goal is to speak with a variety of individuals including your area Dean and Articulation.

Susan Nylander commented that the new form will allow the process to be more consistent while also bringing in real thought and positive discussion between one another.

Joseph Williams inquired about the flow and process pertaining to the new form. K. Freeman stated all forms would need to be emailed to herself, the Curriculum Committee Chair. From there, she ensures the forms are placed into the Tech Review folder within Canvas. After Tech Review, the course would continue on to a consent agenda for the Curriculum Committee. Written instructions will be provided at a later date.

Nance Nunes-Gill recommended that Financial Aid be on this form to prevent any conflicts before it goes to Tech review.

Vincent Lovato asked how well does this match with eLumen and the COCI. VP Kane stated that there are elements from these forms that will be going into eLumen, but the purpose of this form is to ensure you are not just writing courses that mean nothing, or a course that we may already have but are unaware. This is for Tech Review but there will be an element within eLumen that shows this was all taken care before this course was approved.

Joseph Williams offered to update the draft into a more proper format, before the form moves on to Academic Senate.

Vote called to approve the New Course Approval Form to move on to Academic Senate with the addition of Financial Aid signatures and the improved formatting to be done by Joseph Williams. (Passed 9,0,0)

B. SLO/PLO Goals – Jennafer Worland

No meeting this month. SLO/PLO goals remain the same. Looking forward to the retreat and seeing how programs and guided pathways fit together. Will be reaching out to Kim Anderson in assistance in creating a useful and effective Program Learning Outcome form.

C. Faculty Retreat – January 25-26, 2019

Please RSVP to the retreat to Nance Nunes-Gill. Topic of the retreat is guided pathways. You will hear about sequencing your courses, roadmaps for certificates and degrees.

The retreat will be a learning process, but also fun with everyone getting together in a more relax environment. Guided pathways is similar yet different from certificates and ADTs. Attendance is encouraged as should you not be at the table for your discipline discussions you

will end up being told how to do things which is not what we want. We want a collaborative environment. Friday night there is a hosted dinner to celebrate the hard work that went into the curriculum reset. Faculty, board members and individuals who have helped with the COCI and eLumen are invited to attend.

II. Announcements

The last Curriculum Committee meeting of the 2018-19 academic school year will be May 3, 2019

III. Future Agenda Items

- Assessment Form
- ADT's
- Program PLO's
- Cross listed Courses
- More Courses and Revisions

IV. Adjournment

The meeting was adjourned at 11:40a.m. (Nylander, Williams)

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING MINUTES

February 1, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Melissa Matteson, Stand-in Curriculum Chair
The meeting was called to order at 10:03 a.m.

II. Roll Call
Voting Members Present: Ibrahim Aboud, Carole Blake, Rudy Duque, Apineru Lealofi, Vincent Lovato, Melissa Matteson, Susan Nylander, Jaime Rodriguez, Joseph Williams, Jennafer Worland

Non-Voting Members Present: Tim Botengan, Heather Brang, Karen Kane, Penny Shreve, Sandi Thomas

Members Excused: Kyri Freeman
Members Absent: Lilia Franco
Guests: Kim Young, Tanesha Young

III. Approval of Agenda
The agenda of February 1, 2019 was approved (8,0,0)

IV. Approval of Minutes Motion
The minutes of January 18, 2019 was approved (8,0,1)

V. Opportunities to Address the Committee
Vincent Lovato created a Roberts Rules review guide that he will send to Kyri. Kyri will then forward the review guide to Curriculum Committee members.

VI. Reports
A. VP of Academic Affairs – Karen Kane
VP Kane congratulated the faculty on a wonderful retreat. Thank you to everyone who attended. Thank you to the organizers, Beverly Ranny and Nance Nunes-Gill for their support and leadership with the retreat. There was wonderful turnout and high enthusiasm.

Discipline Faculty Meetings
Discipline faculty meetings are now taking place and are going well. Faculty get one on one time with a team of people regarding enrollment data, articulation, growth and opportunities and curriculum development.

Curriculum and Tech Review Dates

A printout of upcoming Curriculum and Tech Review dates and deadlines was provided to members. As a reminder, Tech Review is the group that is reviewing new courses only. Tech Review does not review existing courses. The first Tech Review committee meeting is February 22, after the Curriculum meeting. If writing a new course, the submission deadline in order to have it be reviewed at that February 22nd Tech Review meeting would be February 20, 2019. What Tech Review approves at that meeting would then move forward to the next Curriculum meeting date, in this example being, March 1st. Please do not wait, until the last opportunity to submit your courses to Tech Review, as they will be reviewing in the order they receive and you run the risk of your course not being reviewed this semester. When you are ready to submit your new course, please forward to Heather Brang or Kyri Freeman who will get it moved forward to Tech Review.

Clarification of Course Forms

The New Course Approval Form was approved at the previous Curriculum meeting January 18, 2019. The New Course Approval Form is different from the Course Outline of Record Form that had been created last year. The Course Outline of Record Form is for courses that had already existed, and is what we utilized to update and move courses through during the rest. This New Course Approval Form is for new courses only. It is a justification as to why we need the course. It's designed to create discussion of how does it align, where does this course sit etc. Essentially, the New Course Approval form is a page and a half of justification that needs to be approved by the Senate.

This semester we will be reworking our existing Certificates, Programs and Degrees. They do not require a New Program Approval Form. We now need to take the cleaned up courses that have gone through review and evaluate how they articulate or have C-ID. However, if you are writing a new ADT that Barstow College has not offered previously, this will require the New Approval Form.

While the Curriculum Chair is away, Kyri wanted everyone to know that there are some courses that did not get Tech/Peer reviewed during the reset as they were not planned to be taught Fall '18 or Spring '19. Should there be a discipline need for any of those courses, they will need to be peer reviewed. If we do not need an existing course to be taught for Fall '19, we will hold off until the their normal cycle of routine review.

B. Dean of Instruction – Penny Shreve

Faculty retreat went great. People were excited and having fun. Faculty approached to tell her how helpful the retreat had been, and how much they had learned attending.

C. Dean of CTE – Sandi Thomas

Kim Anderson was very informative. Instructors reported they have a better understanding of Pathways. Accomplished work within CBIS. A lot of motivation, and certificates are being created.

D. Dean of DE and Learning Support – Tim Botengan

Dean Botengan was unable to attend the Faculty Retreat because he was in attendance at the Sacramento CVC OEI Consortium meeting. Dean Botengan reported that Kyri Freeman was not in attendance for today's Curriculum meeting as she was receiving training on the Primo, a statewide cloud-based library services platform system.

We are at the end of week 4 of the semester and the end of week 2 of the pilot program. We are providing as much support as possible. Math and English 194 are going great. The TLSC is trying out different things such as diagnostics to see how the students are doing in the

class, inviting classes up to the TLSC for orientations, or bringing the TLSC to go down to the classrooms. We want to remove the hesitation and the stigma that goes along with asking for help and create a comfortable place where students want to come in. The Teaching and Learning Support center will also be a place that will support faculty.

Rudy Duque shared his experiences with his Math 194 class, stating the EdReady diagnostics helped give him an initial idea of where students were in their development which in turn gave him a better idea on where his instruction should focus. Documents and PowerPoint presentations are being uploaded directly into Canvas. Very fortunate that he has embedded tutors within the class, which appears to have helped many students. Mary Arreola from Access has been taking notes and recording lectures. Both audio and anything written on the board is being recorded so if anything is missed within class, students have access to the course material.

Susan Nylander added that Mary from Access has also been very supportive of her English 194. Having Mary from Access and an embedded tutor has been very helpful, allowing the opportunity for her students to meet one on one. It has been a wonderful group effort within the classroom. Initially there were a few problematic things, as only two students had taken the assessment by the first day of class. A few weeks in, that number is now 5-7 students. Some students she felt could have gone directly into English 1A and had been successful, sharing this with those individual students all decided to stay within the bridge class. Interested in seeing how the English 1A portion of the class will go in particular for students who decided not to take advantage of the English 194 bridge. One of the biggest challenges with any of her classes, is the technical challenges that come with the first day of class. Often, students are unable to log into their accounts, e-mail and have password problems. This results in needing to send students elsewhere to get these tech problems resolved. Having Zephyr Riley present that first day to help get those issues corrected onsite and also get students introduced to programs, such as WORD, Outlook, Turnitin.com made a noticeable difference. Hoping that support continues.

Rudy followed up with a comparable experience, noting only a few students had completed the diagnostic as of the first day, so he walked the entire class up to the Teaching and Learning Support Center. Students were not only able to get the help they needed setting up various accounts and getting email access but they were introduced to the center itself and its resources.

EVP Kane stated that education should not be a solo effort. Major team effort. Background individuals, Heather Minehart, Bryce Prustos have been getting together and designing a system that speaks to each other, so if you raise this red flag, it causes the next step to initiate. Counselors play an integral part informing students about the bridge. Students need to get used to this type of class, faculty need to get used to this type of support. We have Faculty in the TLSC. If you send your students, faculty are there. Everyone needs to support the faculty and the efforts in the pilot.

Dean Botengan wrapped up by saying that if you come across any ideas – no idea is too big or too small. Encouraged faculty to bring up their class to the TLSC, especially if they have no computers to do an orientation or if your class has computers, staff can be sent down to the classroom. That said, students do not like to go down alone to the TLSC and often need that first push and handholding. Susan Nylander agreed that it is about getting students past that threshold and truly appreciates Dean Botengans support.

E. Articulation Officer – Jaime Rodriguez

Continuing to check on C-ID and notifying disciplines when courses are approved. There are a few courses that are currently in process, which means they are being reviewed, those being a few English courses, MUSI 2, and a few Theater Arts courses. The January Assist Next

Generation update was about the transferability tool, which displayed all the 17-18/18-19 articulation information that was submitted. This information was shared among all the counselors.

F. SLOAC Chair – Jennafer Worland

SLOAC meeting is this upcoming Monday. Commented that the retreat allowed her to collaborate with Kim Anderson and is excited to take new ideas to SLOAC.

VII. Unfinished Business

VIII. New Business

A. Course Modification Form

EVP Kane discussed the need for forms to ensure work is streamlined. The proposed Course Modification Form, if approved would be used to modify changes to current courses. Modify is defined as facepage changes. The facepage informs the catalog and also informs the Chancellor's office.

If for example, you wanted to change even one word in the catalog description, submitting this new form would be necessary. The Course Modification would then go not through Tech Review, but through Curriculum. This form would also be used as an inactivation form.

Motion to move the Course Modification Form forward on to Academic Senate. (Lovato, Nylander)

Discussion began with Dean Shreve inquiring about SLOs changing, it not being a facepage change, and the proper way to change an SLO if that should come up.

EVP Kane responded that there should never be a change to outcomes without contacting SLOAC. SLOAC will be determining a process if you want to change your outcomes. If outcomes are changing dramatically, it may be that a new course is being created rather than modifying. Also, if the outcomes are changing, you may also need to change your objectives and content, which again needs to be addressed with the SLOAC Committee.

V. Lovato stated he understands and views the Course Modification Form as information needed in order to make updates with the State Chancellor office. And SLO's are more internally developed for the College.

Dean Shreve inquired what if the DE Approval box within the Modification Form was the actual change to the course being submitted, should it need the DE Coordinator to sign off if DE is the change. EVP Kane, replied that if you did not have DE Approval, you are adding, and not modifying. In that case, you would not use the Course Modification Form, you would use the DE Approval Form.

Discussion continued whether the DE Approval box should or should not be removed from the Modification Form with the general consensus being there is already a DE Approval Form, which essentially modifies the course.

Motion moved, seconded (Lovato, Nylander) to amend the Course Modification Form by removing the DE box. (Passed, 8,1,0)

Vote to approve the Course Modification Form as amended (passed, 9,0,0)

Heather Brang will forward the New Modification Form to Nance Nunes-Gill to put on the Academic Agenda for next week.

B. Cross-listed Courses

Faculty are beginning to have discussions regarding the current 32 cross-listed courses. Faculty need to meet with the Jaime Rodriguez, the articulation officer and speak among one another to discuss where these cross-listed courses will ultimately reside. Tanesha Young and Jaime Rodriguez will send a list of cross-listed courses out to faculty.

II. Announcements

- If interested in reading for Desert Heritage you can email Jennafer Worland.
- The wrong date for the next Curriculum Committee meeting was listed as being scheduled for February 15th, on the February 1st meeting agenda when in fact the next Curriculum meeting will occur February 22 due to the Friday holiday.

III. Future Agenda Items

A. Textbooks
B. Curriculum Survey

IV. Adjournment

The meeting was adjourned at 11:14 AM

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING Minutes

February 22, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair
The meeting was called to order at 10:08 a.m.

II. Roll Call
Voting Members Present: Carole Blake, Lilia Franco, Kyri Freeman, Apineru Lealofi, Vincent Lovato, Joseph Williams, Jennafer Worland, Ibrahim Aboud, Penny Shreve, Tim Botengan, Sandi Thomas
Non-Voting Members Present: Heather Brang, Karen Kane, Jessica Tainatongo
Members Excused: Melissa Matteson, Susan Nylander, Rudolfo Duque
Members Absent: Felicia Martinez, Jonathan Robles

III. Approval of Agenda motion to approve
The agenda of February 22, 2019 was approved (7, 0, 0)

IV. Approval of Minutes from February 1, 2019
The minutes of February 1, 2019 were approved (7, 0, 0)

V. Opportunities to Address the Committee

VI. Reports

A. Curriculum Committee Chair – Kyri Freeman
Reports July Curriculum Institute if interested in attending please reach out. Can only send 5 people so please reach out soon. Point of contact for OER, forwarding webinars for selective webinars for training. Presentations may be given in the future.

B. VP of Academic Affairs – Karen Kane
Welcome Jessica Tainatongo to our meeting, newly approved Curriculum Specialist. Joins Heather Brang.

C. Dean of Instruction – Penny Shreve
Recommends the Curriculum Institute for anyone interested.

D. Dean of CTE – Sandi Thomas
Working with instructors for pathways, certificates coming forward, and working on scheduling.

E. Dean of DE and Learning Support – Tim Botengan
Digital Learning Day February 28th. All colleges across the state are participating. Two of Barstow's students are participating. Check your email. Viewing room at the TLSC to watch, or log in at home.
Passed out flyer on workshops for next week. This is the 3rd week we are offering this for our students. Trying to change the mindset of students so they'll come into the TLSC to get help. Help is needed in promoting these workshops to students. So far, 130-140 have participated. Part of the idea is to change the mindset of the students to come in to the TLSC to get help.

Hoping faculty will build workshops into their curriculum. First time trying it and so far going very well. Will soon have faculty workshops as well: eLumen, Canvas, Confer Zoom, etc. Finished 194; went well Good feedback from faculty, just needs a little tweaking. Will offer again in the fall.

F. Articulation Officer – Jaime Rodriguez

CID still being submitted and getting some approvals (given by Tanesha Young as Jaime Rodriguez was absent).

G. SLOAC Chair – Jennafer Worland

Nothing to report

VII. Consent Agenda from Tech/Peer Review Group

A. COSM 51D

Motion to approve COSM 51D, Barbering (Motion to approve – 1st: Vincent, 2nd: Carol; approved 7, 0, and 0).

Dean Shreve addressed the catalog description was in need of punctuation updates. The COR was displayed to the committee and punctuation updated.

VIII. Unfinished Business

IX. New Business

A. Curriculum Flow

- Motion on the floor to adopt Curriculum Flow discussed as shown in Curriculum Flow Documents (handouts/attached)
- Moving to a committee of a whole for this discussion (8,0,0)
  - Curriculum Flow – Outside of any system, devised a clunky system in Canvas with Peer Reviewers to get files reviewed to get work done. We now find ourselves in the situation that courses that didn't articulate or get C-ID; our courses and programs (certificates, degrees, ADT) are all out of date. We need this semester to go back through our EXISTING programs of study to put them on a form (the existing program form-degree/certificate verification). 9 ADTs, lots of certificates and many local degrees; faculty are deciding if they want to keep their local degrees or switch to ADTs. Anything we currently have in the catalog; this is the form people are utilizing. Doesn't need to go back through approval, just need the correct courses to be on there and then pushed forward. The other work going on is: if there is a current existing course that didn't get reviewed, where is the course? Asking faculty-if you want to teach course in fall of 2019, we need that course to come forward so that we can get it scheduled. It needs to come forward with the new Credit or Non-Credit COR, will go through Peer Review (will show you how). Existing Programs and existing courses that haven't gone through the approval process yet. In the meantime, we have faculty writing new credit and non-credit courses. This body approved the new course justification form (for new courses)
  - The other situation that came forward is the existing courses that were put through last fall and are wanting changes on it now. Use the Course Modification Request (if it can wait until the fall, let's wait until then so it can get in the cycle of yearly review). If something the instructor feels is necessary (affecting the course right now) use the Course Mod Form for Substantive Change (something on the Face Page). Will discuss the flow of sending it through.
  - New Courses – New Course Approval Form (credit or non-credit) Need the new COR accompanied with this form. This form is a validation/justification of why we need this course. This form needs the area Dean's signature so committee knows the course is needed.

- Credit-Certificate Form Narrative Template – Justification form (why we need it, where it will sit, what it will do).
- Credit Form – plug in your classes.
    - Two forms for everything. Ex: credit course, credit course approval form
- New Non-Credit Certificates
    - Both of these forms are very generic. All of these forms will be in a zip file and once we all understand these forms they will be posted (website?); will decide as a group.
- Jaime is the keeper of the ADT form to develop a new one. Comes from the state; will not be in the folder.
    - If a local degree wants to be created; there is a form for that.
- Flow charts reviewed on overhead.
    - Tech Review=members of the curriculum committee (requirement of any **new** course/program). Are we making courses/programs that make sense? Why does BCC need this new course? What is it for?
    - Existing Programs – starts at Tech Review (already approved at Chancellors Office).
    - Existing Course revisions – people who put through courses last fall and want to make a change now (non-sub change-textbook, content, SLOs, nothing on the face page).
        - SLOAC not sure how they want to receive the assessment changes just yet but working on it.
        - Will look more into this in the fall when we get into yearly reviews of courses.
    - Existing Course Revisions – Substantive Change
        - Does not go through Tech Review; only Peer Review.
    - These processes only good for spring 2019. Flow will change slightly after this semester especially when eLumen is up and running.
    - System might be similar in fall as eLumen might not be ready; probably not until spring 2019.
    - After all of this – where is my course?? Canvas folder titled "BOT Approved CORs"
    - Are we good to go with the paperwork so faculty can start using it? We can tweak the flow with the minor changes that were suggested and move forward?
- Discussion on approving flow chart and draft narrative that can be sent out later today. Want to get it going but want to put eyes on it before approval and will need to come back to Committee prior to use (1 Mar).
- The forms were updated with the BCC logo; all standard elements are included and are the same as they were in Curricunet. Any particular feelings on these forms?
    - Doesn't need to go to Senate if the Committee is okay with them (via Nance).
    - Does the template need a signature or is it informational?
        - The Dean signature is for the need of the course for a particular course – justification for the course. Signature needed on the other form when requesting a new program.
        - When GE Plans are updated, new forms will be needed for those. Coming down the pipe but not doing it right now.
        - One form if it's old; two forms needed if it's new.
- Vincent inquired about what's being done spring 2019.
- Existing programs normally would go through a program review and if any changes they would be updating with articulation officer. Outside of the system and readjusting/refreshing our existing programs we are putting them through Tech Review this semester and this semester only.
- EVP Kane, All for spring 2019, and not using eLumen for the time being. Jessica Tainatongo stated that eLumen can be set up with the flow to mirror the current flow and steps/people flow.
- EVP. Kane wants to avoid future systems, so for now existing system is the focus. Focus on existing spring 2019 system so come time to adjust it will make sense. Spring 2019
- EVP. When everything is done, where will the course be available for viewing? Canvas

folder – BOT Approved CORs final course COR's
    - Apineru Lealofi stated that past practices and flow, good vision, and tracking system to show where courses are at coming.
- Vince – 1st/Api-2nd to adopt forms as they are; carried unanimously (7, 0, and 0)
- Vince-1st/ Jennafer 2nd adopt curriculum work flow with amendments; carried unanimously (7, 0, and 0)
- Vince-1st/ Jennafer 2nd moves to adjourn the Committee of the Whole; carried unanimously (7, 0, and 0)
- Vince-1st/ Joseph 2nd move that we do everything we just did; motion carries (7, 0, and 0)

X. Announcements

XI. Future Agenda Items

- Existing programs/certificate/degrees need to be put back through.
- New courses from Tech Review that will come back through Curriculum.
- Eduardo would like to present to the committee next week; GE requirements.
- Textbooks/Curriculum Survey from last meeting (didn't get to it at this meeting; tracking).
- Consent Agendas – splitting cross listed courses (many people working on this). Those will come through as inactivations (for housekeeping purposes).

XII. Next Regular Meeting – 10:00a.m., March 1, 2019, B6

XIII. Adjournment Meeting was adjourned at 11:50 am

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING MINUTES

March 1, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

The meeting was called to order at 10:06 a.m.

II. Roll Call

Voting Members Present: Ibrahim Aboud, Carole Blake, Lilia Franco, Kyri Freeman, Vincent Lovato, Melissa Matteson, Susan Nylander, Jaime Rodriguez, Joseph Williams, Jennafer Worland

Non-Voting Members Present: Tim Botengan, Heather Brang, Karen Kane, Penny Shreve, Sandi Thomas

Members Absent: Rudolfo Duque, Apineru Lealofi, Heather Minehart, Jonathan Robles

Guests: Nance Nunes-Gill, Jessica Tainatongo, Eduardo Vasquez, Tanesha Young

III. Approval of Agenda

It was moved/seconded (Worland/Williams) to amend the March 1, 2019 agenda, adding CHEM 2A/CHEM 2B to New Business (7,0,0 Passed)

IV. Approval of Minutes from February 22, 2019

February 22, 2019 Minutes were approved with the amendment to include Melissa Matteson as excused from the February 22, 2019 Curriculum meeting. (8,0,1 Passed)

V. Opportunities to Address the Committee

VI. Reports

A. Curriculum Committee Chair – Kyri Freeman

Curriculum flow material was presented at the recent All Division meeting. Forms and Flow Charts have been put on the Curriculum part of the website. Easiest way to find this information is by using the internal Google search bar and type in 'Curriculum.'

EVP of Academic Affairs – Karen Kane

EVP Kane complimented the members of the Curriculum Committee. Recognized the long explanation of flow that was covered at the previous meeting and had seen Curriculum members be able to speak up and answer questions regarding Curriculum in outside meetings. Good moving forward. Thank you and well done.

B. Dean of Instruction – Penny Shreve

In discussion with English and Math about possible changes in curriculum in terms of support.

C. Dean of CTE – Sandi Thomas

Ongoing work with CBIS and CSIS as well as CHLD and ESL that are being taken to Tech Review today. Work in progress.

D. Dean of DE and Learning Support – Tim Botengan

Digital Learning Day sessions were recorded and will be made available to all college. 300 to 400 people in some of the sessions; growing every year. Finals week for the first 9-week term. Will still continue to offer the same support in the TLSC; tutors available, workshops still being taught. Chemistry, Biology, Math and English; testing anxiety, etc. Take a look at the next announcement and continue sending students to the TLSC.

E. Articulation Officer – Jaime Rodriguez

Continuing the discipline faculty meetings with Lisa Holmes and Heather Minehart. Reviewing new courses.

F. SLOAC Chair – Jennafer Worland

SLOAC upcoming meeting is Monday. Will be discussing SLOACs role will be in the process and procedures for SLO changes.

VII. Consent Agenda from Tech/Peer Review

A. No consent agenda moved forward

VIII. Unfinished Business

A. Clarification of Existing Course Approval Process

EVP Kane shared that K. Freeman went over the Flow Charts that are now available on the college website.

Dean Shreve discussed the variation of the signatures on the flows. Curriculum Chair Kyri Freeman responded the signature concern and flow will be discussed at Tech Review meeting taking place immediately after the Curriculum meeting, but also that the process is still under review as we try to fine tune to make it an easier process for all.

EVP Kane stated there was an avalanche of emails as the Tech Review agenda was being prepared the day prior. Curriculum committee is doing great in unusual circumstances. People are stepping into their jobs within Curriculum and leading faculty so they don't have angst and can calmly contribute. Thank you and you should be proud how the process is progressing as a committee.

B. Curriculum Flow Narrative

K. Freeman went over the Curriculum Flow narrative (see attached document) which supplements the visual flowchart that was provided at the previous Curriculum meeting. The group email is still under construction but should be operational soon.
Vote to include the Curriculum Flow Narrative be placed on the website. (9,0,0 Passed)

IX. New Business

A. IGETC and CSU General Breadth Patterns for Local AA/AS

Motion moved/seconded (Nylander/Rodriguez) to approve Eduardo Vasquez's suggestion for IGETC and CSU General Breath Patterns for Local AA/AS

E. Vasquez explained some college are using the IGETC and the CSU/UC Breadth to satisfy the local AA/AS degree requirements. Students can as an option get the local AA/AS and start working; option 2 they can finish AA/AS requirements and transfer requirements and graduate and 3rd option they complete their transfer requirements and just transfer, no graduation. Mainly in relation to non-occupation degrees. Proposing that we option 1 – (see attached document) only need to finish the IGETC or CSU/UC. Adds in the ability to receive the degree and explained it could help us capture a lot of students.

E. Vasquez clarified that local requirements would be staying the same, just adding an additional option and providing a degree with that additional option. Counselors are involved,

have taken a look and recommend this to the curriculum committee. E. Vasquez will work further with counselors and create an ED plan to bring back to the committee at a future date.

Motion moved/seconded (Lovato/Franco) to postpone further discussion regarding the IGETC and CSU general Breath Patterns for Local AA/AS to next Curriculum Meeting

B. CHEM 2A/CHEM 2B

Motion moved/seconded (Aboud/Worland) to approve CHEM 2A

Discussion: Courses to be taught Fall 2019. Peer Review done folder. Not new courses, minor revisions. No DE forms because they have a heavy lab component.

EVP Kane Class stated class size maximum should be 45. Do not cap your courses on the COR, you go with the contract of 45. We would cap per scheduling if you have a room limitation or some other specific need.

Inquiry regarding the number of outcomes had Jennafer Worland reply that she would do some research but most colleges have a standard 5 outcomes.

Nance Nunes-Gill stated the original recommendation that a college have 3 outcomes can vary based on the course itself and what it is really needed, with the caveat that each individual outcome would need to be assessed.

Jaime Rodriguez saw the email for peer review, haven't seen all documents pertaining to CHEM 2A and has C-ID alignment questions.

Kyri Freeman- CHEM ADT has been proposed and suggested that if it doesn't meet C-ID it could be changed later.

EVP Kane and Dean Shreve stated that CHEM 2A/CHEM 2B were approved at this committee previously but got stuck somewhere. They were approved but never taught; were in the COCI. Instructor wasn't aware the chancellor's office approved them.

Discussion continued whether to move CHEM 2A/CHEM 2B through, as the process did not follow the established procedures not wanting to rush the courses through just because it needs to be taught in the Fall 2019 semester. If not approved today, the courses would not go to board meeting until April 17th and then having to go to the COCI, it runs the risk of not making it on the first fall published schedule. Still can be scheduled for Fall if not approved today, but with the May 6TH Fall schedule publication date it would be very tight. Articulation concerns.

Vincent Lovato expressed the concern that the course would be approved and then since it had not been articulated would not transfer.

Lovato – Do we need to be absolutely sure this needs to be articulated before it gets approved. Concerns it gets taught and it won't be transfer.

Dean Shreve – Chem/Science need to start in sequence. Was approved already and doesn't C-ID, put it through again with corrections.

Melissa Matteson said from a counseling perspective 2B has the prerequisites of 2A so the main concern would be getting 2A through for Fall.

Vote called for CHEM 2A to move forward to the Board of Trustees agenda with the small amendment of the class size (0,9,0, Not Passed)

Motion moved/seconded (Franco/Lovato) to call for an emergency meeting March 8, 2019 (8,0,1 Passed)

Motion moved/seconded (Lovato/Franco) to table CHEM 2B for a later meeting

X. Announcements

EVP Kane shared that Denise Pasley has arranged a 4-week series for Entrepreneurship. Can support by encouraging students to attend or by bringing their students to these events. Event is a 4 week series occurring Thursdays, March 28, April 4, April 11 and April 18th. This is an opportunity to reinforce what you teach outside the classroom.

XI. Future Agenda Items

-More courses coming forward
-E. Vasquez returning
-Tech Review items

XII. Next Regular Meeting – 10:00a.m., March 22, 2019, B6

XIII. Emergency Meeting – 10:00a.m., March 8, 2019, B6

XIV. Adjournment was adjourned at 11:08 A.M.

BENEFITS OF THE AA-T AND AS-T DEGREES

Besides the benefit of completing community college coursework with an associate degree in hand, this program also provides students with the necessary preparation to transfer to the CSU system and complete a baccalaureate degree with no more than 60 additional units. Students with an AA-T or AS-T degree will be guaranteed admission to a CSU campus with junior standing. While not guaranteed admission to their campus of choice, students will be given priority consideration for admission to their local CSU campus and to any CSU campus that offers a program that has been designated as "similar" by CSU.

ASSOCIATE DEGREES FOR TRANSFER BY DISCIPLINE:

Administration of Justice AS-T
Anthropology AA-T
Biology AS-T
Business Administration AS-T
Communication Studies AA-T
Early Childhood Education AS-T
English AA-T
Film, Television, and Electronic Media AS-T
Geography AA-T
Geology AS-T
Kinesiology AA-T
Mathematics AS-T
Music AA-T
Philosophy AA-T
Physics AS-T
Political Science AA-T
Psychology AA-T
Sociology AA-T
Theatre Arts AA-T

You may also visit the website below for more information:
www.valleycollege.edu/academic-career-programs/degrees-certificates

ASSOCIATE DEGREE (GRADUATION) REQUIREMENTS

Graduates from San Bernardino Valley College (SBVC) receive an Associate of Arts degree or an Associate of Science degree. To earn an Associate degree, students must complete general education breadth requirements as specified in Option #1 or Option #2 below, as well as additional units of electives and/or lower division requirements for a major.

Students must file a Graduation Application in the Records Office by the deadlines listed below:

FALL GRADUATION	October 1
SPRING GRADUATION	March 1
SUMMER GRADUATION	July 1

When printed deadlines fall on either Saturday or Sunday, the filing period will be extended to the Monday following the deadline date.

ASSOCIATE DEGREE: OPTION #1

The Option 1 associate degrees are general degrees designed for students who plan to attend a four-year college or university.

ASSOCIATE DEGREE: OPTION 1A

The general education breadth requirements are the same as the requirements for the *Intersegmental General Education Transfer Curriculum* (IGETC). Refer to page 37 of the catalog for the IGETC requirements. In the process of completing this coursework, the student must fulfill these general requirements:

1. Complete a minimum of 60 transferable semester units of college coursework, with at least 12-degree applicable semester units in residence at SBVC.
2. Earn a letter grade of C or higher in each course.

ASSOCIATE DEGREE OPTION 1B

The general education breadth requirements for this degree are the same as the requirements for the *California State University General Education Breadth Requirements* (CSU GE-Breadth). Refer to page 38 of the catalog for the CSU GE-Breadth requirements. In the process of completing this coursework, the student must fulfill these general requirements:

1. Complete a minimum of 60 transferable semester units of college coursework, with at least 12-degree applicable semester units in residence at SBVC.
2. Earn at least a 2.0 grade point average for the CSU GE coursework. Earn a grade of C- or better for each course in the Oral Communication, Written Communication, Critical Thinking and Mathematics/ Quantitative Reasoning categories.

ASSOCIATE DEGREE: OPTION #2

This general Associate Degree is designed for students planning to seek immediate employment after graduation. The general education breadth requirements for this degree are listed below. In the process of completing this coursework, students must fulfill these general requirements:

1. Complete ACAD 001.
2. Complete a minimum of 60 semester units of college coursework, with at least 12-degree applicable semester units in residence at SBVC.
3. Earn an overall grade point average of C (2.00) or higher.
4. Complete coursework for an Associate of Arts or an Associate of Science major as listed in Part IV of the *San Bernardino Valley College Catalog*. Note: you must declare a major in order to receive a degree. All courses used to satisfy the majors for the Associate degrees must be completed with a grade of "C" or higher.
5. Demonstrate competency in English, mathematics and reading by satisfying the following criteria:
   - A. Competency in English as demonstrated by completion of ENGL 101 or ENGL 101H with a grade of C or higher.
   - B. Competency in mathematics as demonstrated by:
     1. Completion of MATH 095, or a higher level course in mathematics with a grade of C or higher, or a course from another college with a minimum of three semester units, or;
     2. Completion of a mathematics proficiency examination, which is equivalent to a comprehensive final examination in MATH 095 with the equivalent to a grade of C or higher.
   - C. Competency in reading as demonstrated by:
     1. Completion of READ 015 with a grade of C or higher, or assessment into READ 100, or;
     2. Completion of all courses required to satisfy minimum graduation requirements in Categories I, II and III as listed below with an overall grade point average of 2.00 or higher.
6. Complete 24 to 26 of the 60 semester units needed for graduation from the five subject categories as listed below:

CATEGORY I: NATURAL SCIENCE

(Minimum: 4 semester units if a laboratory is included; otherwise 6 semester units). Laboratory classes are underlined.

Courses in the following subjects carry credit for Natural Science:

ANTHRO	106, 106H, 106L
ASTRON	120, 125
BIOL	100, 104, 109, 109H, 141, 155, 205, 206, 207, 250, 251, 260, 261, 270, 292
CHEM	101, 104, 104H, 105, 110, 150, 150H, 151, 151H
FN	162
GEOG	110, 111, 111H, 114
GEOL	101, 111, 112, 122, 250, 251
OCEAN	101, 111
PHYSIC	101, 150A, 150B, 200
PS	101
PSYCH	141

Spring 2019 Curriculum Flow

New Credit or Non Credit Course, New Program or Existing Program Revision for Spring 2019

FORMS: New Course Approval Form (New Courses/New Program), Program Verification Form (Existing Program/Certificate revisions) COR, DE Approval/Materials Form (as applicable)

- Have appropriate forms signed/approved by individuals identified on the forms
- Submit/Email forms to: curriculum@barstow.edu
- Course/Program is then placed on the Tech Review agenda
  Tech Review may return the course/program back to the initiator if there are concerns. Tech Review notes are posted within Canvas viewable by clicking through the following steps: Files – Curriculum – New Curriculum Processing – 1 Semester – 1 Spring 2019 – 2 Tech Review Suggestions. Notes will be posted by end of day the following Monday after Tech Review. Please contact your area Dean with questions
- When Tech Review approved:
  - New Course is placed on the Curriculum Committee Agenda. When approved, moves forward to the Board of Trustees agenda
  - Existing Program is placed on the Curriculum Committee Agenda. When approved, moves forward to the Board of Trustees agenda
  - New Program will go under New Business at the Curriculum Committee for first read. When approved, the new program will return to Curriculum Committee for a second read before moving forward to the Board of Trustees agenda
- Once passed by the Board of Trustees, item is uploaded to the Chancellors Office and may take *up to 60 days for approval for new programs and non-credit courses to be approved*
- The Articulation Officer submits the course for C-ID and other articulation purposes
- Once approved, the course/program may be offered
- Course/Program is added/edited in the catalog
- Course is updated in Canvas and can be found within the Curriculum Canvas folder – Files – BOT Approved CORs
- Revisions are communicated by area Dean to all faculty teaching the course/program

Existing Course Revision for Spring 2019 - NON-SUBSTANTIVE CHANGE

FORMS: Revised COR (Not the Course Modification Form)
Examples/Common Uses: content, textbook, assignments

- Faculty author communicates with and gets approval from the full-time faculty and area Dean to revise
- Submit/Email a revised COR, along with a clear explanation of changes being made to: curriculum@barstow.edu *Your email must CC the fulltime discipline faculty and area Dean
- Articulation Officer will contact the Peer Reviewer
- Peer Reviewer will check the course. If approved, the course goes back to the Articulation Officer. If applicable, Articulation Officer updates articulation systems, submits for C-ID
- Course is updated in Canvas. Updated CORs can be found within the Curriculum Canvas folder – Files – BOT Approved CORs.
- Revisions are communicated by area Dean to all faculty teaching the course

Curriculum Chair, Kyri Freeman kfreeman@barstow.edu x7220
Articulation Officers (AO), Jaime Rodriguez jrodriguez@barstw.edu x7609, Tanesha Young tyoung@barstow.edu x7337
Curriculum Specialists, Heather Brang hbrang@barstow.edu x7302, Jessica Tainatongo jtainatongo@barstow.edu x7333

Existing Course Revision/Transitions for Spring 2019 - SUBSTANTIVE CHANGE

FORMS: Course Modification Form, COR, Old Face Page, DE Approval/Materials Form (as applicable)
Examples/Common Uses: Face Page revisions – TOP codes, course title, pre-requisites, hours, units

- Have appropriate forms signed/approved by individuals identified on the forms
- Submit/Email forms to: curriculum@barstow.edu
- Articulation Officer will contact the Peer Reviewer
- Peer Reviewer will check the course. Questions or Concerns may come back to the faculty author.
- Once approved by Peer Review, the Articulation Officer places the course on the Curriculum Consent Agenda
- Once passed, Item goes on the Board of Trustees agenda
- Once passed by the Board of Trustees, item is uploaded to the COCI/Chancellors Office and the updated COR within Canvas. The most up to date and current COR can be found in Canvas by locating the Curriculum Canvas folder – Files – BOT Approved CORs.
- Articulation Officer submits the course for C-ID and other articulation purposes as needed.
- Revisions are communicated by the area Dean to all faculty teaching the course
- Catalog updated as needed

Curriculum Chair, Kyri Freeman kfreeman@barstow.edu x7220
Articulation Officers (AO), Jaime Rodriguez jrodriguez@barstw.edu x7609, Tanesha Young tyoung@barstow.edu x7337
Curriculum Specialists, Heather Brang hbrang@barstow.edu x7302, Jessica Tainatongo jtainatongo@barstow.edu x7333

COMMITTEE ON CURRICULUM & INSTRUCTION
Meeting Minutes
March 8, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Melissa Matteson, Stand-in Curriculum Chair
The meeting was called to order at 10:14 a.m.

II. Roll Call
Voting Members Present: Ibrahim Aboud, Lilia Franco, Apineru Lealofi, Vincent Lovato, Susan Nylander, Jaime Rodriguez, Joseph Williams, Melissa Matteson
Non-Voting Members Present: Jessica Tainatongo, Karen Kane, Penny Shreve, Jonathan Robles
Members Absent: Carol Blake, Kyri Freeman, Rudy Duque, Jennafer Worland, Sandi Thomas, Heather Minehart, Felicia Martinez, Heather Brang, Tim Botengan
Guests: Andrew Rehfeld, Julian Bhebhe, Nance Nunes-Gill, Jill Murphy, Taylor Puryear

III. Approval of Agenda
The agenda of March 8, 2019 was approved (7, 0, and 0)

IV. Opportunities to Address the Committee
Nance Nunes-Gill proposed that Tech Review meet earlier on March 22nd (8:00 a.m. – 10:00 a.m. prior to the Curriculum Committee Meeting) to accommodate a 12:00 to 5:00 p.m. Guided Pathways Facilitator meeting. Melissa Matteson, as stand-in Curriculum Chair, will email the Curriculum Chair, Kyri, with the suggestion and move forward accordingly.

V. Reports
A. VP of Academic Affairs – Karen Kane
No report.
B. Dean of Instruction – Penny Shreve
No report.
C. Dean of CTE – Sandi Thomas
Absent.
D. Dean of DE and Learning Support – Tim Botengan
Absent.

E. Articulation Officer – Jaime Rodriguez

No report.

F. SLOAC Chair – Jennafer Worland

Absent.

VI. Consent Agenda from Tech/Peer Review

Motion to approve the March 8, 2019 Consent Agenda – 1st: Joseph Williams/2nd: Susan Nylander

Discussion:

a. Jaime Rodriguez pointed out two typos – under Modified Courses, item XI: Chemistry spelled incorrectly (missing the 'e'); under New Courses, item V: Entrepreneurship spelled incorrectly (additional 'e').
b. Nance Nunes-Gill questioned where her Certificate II for CHLD was on the agenda; should be on the March 22nd agenda.
c. Penny pointed out some errors on the AIRC 50, 51, 52 and 53 CORs; grammar, typos, Bloom's Taxonomy not used, Course Content doesn't total 18 weeks.

Approve consent agenda pulling AIRC 50, 51, 52 and 53 (for discussion), also with corrected typos from CHEM and ENTR (7, 0 and 0)

a. Discussion on AIRC 50 – typos, course description isn't in sentence form, SLOs don't start with verbs, objectives need to be looked at and there are a lot of spelling issues. Tanesha recommended to pull and return to original Faculty Author for corrections and then re-submit.
    1. Vote taken in favor of AIRC 50 moving forward as is (0, 7, and 0)
        i. Will be sent back to Faculty Author for corrections
b. Vincent Lovato moved to approve consent agenda items 2-4/2nd: Joseph
    1. Items 2-4 (AIRC 51, 52 and 53) have the same issues as AIRC 50; want to make sure everything follows the correct format. Penny suggested a possible rewording of SLO #3 that references "hook up" (not sure if part of the lingo but wasn't sure how the students would interpret that).
    2. Vote taken in favor of these three items (AIRC 51, 52 and 53) moving forward as is (0, 7 and 0)
        i. Will be sent back to Faculty Author for corrections.
c. Nance Nunes-Gill questioned if courses not approved at this meeting would still be able to be taught in the fall; Karen Kane pointed out that if they can be corrected in time for the March 22nd agenda they can still be taught in the fall.

VII. Announcements

a. Joseph Williams reported a concern from Academic Senate about the importance of communication from the Curriculum Committee. Some members were under the impression that Wednesday was the deadline for submission. Nance Nunes-Gill seconded this opinion and felt that the meeting that took place after Tech Review last Friday changed the deadline but then it wasn't communicated to the members.

b. Tanesha Young addressed the group to clarify that, as in the fall semester, the deadline was never Wednesday as Wednesday is a posting deadline. She continued to say that technically they should have the agenda posted by Tuesday, according to Brown, but it is pushed to Wednesday to be more accommodating. Time has to be given for review of all of the courses submitted and then given to Kyri by midnight Tuesday so that she can get out to faculty; a Wednesday submittal deadline wouldn't allow for that. Tanesha repeated that Wednesday will never be a submittal deadline and that they are adhering to the same timeline that was utilized in the fall semester for submissions.

VIII. Future Agenda Items

a. Penny Shreve would like the process explained better so that the group can better understand the internal deadlines. Tanesha Young replied that there really isn't a static timeline outside the deadline to publicly post the consent agenda; there are dates for faculty to adhere to but when courses are received they still have to go through Peer Review and a time can't really be placed on that although we hope that peer reviewers review the courses quickly and thoroughly. The process has no bearing on the timeline; in a reset we just have to push through; the more exceptions made the more that is lost in translation. The deadline is the deadline. If the members of the Curriculum Committee don't understand the process then they need to let the Curriculum Chair know. Everyone was given a lot of training before all of this started. Jaime Rodriguez pointed out that Kim Anderson created training materials that are on Canvas, such as the checklist, for faculty to utilize and suggested they put on the website with all of the other Curriculum items.

IX. Next Regular Meeting – 10:00 A.M., March 22, 2019, B6

X. Adjournment

Motion to adjourn-1st: Susan/2nd: Joseph
(7, 0 and 0)

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING MINUTES

March 22, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

The meeting was called to order at 10:06 a.m.

II. Roll Call

Voting Members Present: Ibrahim Aboud, Lilia Franco, Kyri Freeman, Apineru Lealofi, Vincent Lovato, Melissa Matteson, Susan Nylander, Jaime Rodriguez, Joseph Williams, Jennafer Worland.
Non-Voting Members Present: Tim Botengan, Heather Brang, Karen Kane, Penny Shreve, Jessica Tainatongo, Sandi Thomas
Members Excused: Carole Blake
Members Absent: Rudolfo Duque
Guests: Nance Nunes-Gill, Elias Valencia, Eduardo Vasquez, Tanesha Young

III. Approval of Agenda

The Agenda of March 22 was approved. (8,0,0 Passed)

IV. Approval of Minutes from March 1, 2019

The Minutes of March 1, 2019 were approved (8,0,0, Passed)

V. Approval of Minutes from March 8, 2019

The Minutes of March 8, 2019 were approved (7,0,1 Passed)

VI. Opportunities to Address the Committee

Denise Pasley inquired about the process if there is a course you want approved for transfer/transfer electives.

Response was to see the Jaime Rodriguez, Articulation officer to begin the discussion for your specific need. CSU's allow the community colleges to deem what is transferable, but if it is an elective and you want a specific area, it needs to fit specific criteria. A course can transfer and not necessarily need a C-ID. For the UC system there must be a request for it to be transfer in general which can be approved or denied and then another submission to request for the course to be eligible as GE on the IGETC. Overall, the process begins with seeing the Articulation Officer to discuss potential changes. If changes need to be made you would then need a course modification, followed with it going through curriculum. To get it placed on the GE Plan it needs to go through curriculum for record keeping.

Nance Nunes-Gill has had two individuals who have expressed interest in attending the 2019 Curriculum Institute this upcoming July. Melissa Matteson and Eduardo Vasquez. Academic Senate will be able to assist paying for two (will double check). If there is a 3rd person, will take care of the faculty members.

VII. Reports

A. Curriculum Committee Chair – Kyri Freeman

Curriculum Process

As courses are continuing to be put through, we are seeing the process steadily improving and moving more smoothly. Only in the interim; it will all be in eLumen next year (hopefully). It will get easier. We are getting things through and its working fairly well.

Curriculum Committee Chair Position

Will step down as Curriculum Chair at the end of the school year. If anyone is interested in running for the position, let Nance Nunes-Gill know so Academic Senate can hold an election. Feel free to reach out to ask questions privately if you have any. Does open up a spot for someone to go to the Curriculum Institute.

EVP of Academic Affairs – Karen Kane

Discipline Specific Faculty Meetings

Finishing up the last of the discipline specific faculty meetings relating to scheduling perimeters, and data indicators. Many good and creative ideas are coming out of these meetings.

Best Practice

Tuesdays Best Practice meeting was very beneficial, for those involved in Curriculum it was a wonderful reinforcement of knowledge yet they also indicated there are some faculty who are feeling lost and left behind. The good news is that faculty no longer want to feel lost and want to be involved. Future planning may need to include an informational open session to help guide individuals through the process.

B. Dean of Instruction – Penny Shreve

PE/Kinesiology coming through at Tech Review. More changes on the way.

C. Dean of CTE – Sandi Thomas

CTE is continuing work on program improvement. The summer and fall 2019 schedule will be submitted today. Faculty working on 2-year plans with pathways.

D. Dean of DE and Learning Support – Tim Botengan

Distance Education and Instructional Technology Committee Meeting

The Distance Education and Instructional Technology Committee meeting is Tuesday at 1230; discussing guideline checklist for online faculty; best practices for them. If interested in being part of that discussion please come to that meeting. Looking at moving forward the revised course assignment rubric; adopted the OEI rubric, revised it, taking a look at that as well.

Teaching and Learning Support Center

TLSC continuing to offer workshops; as courses are being developed, please think about integrating support services at TLSC into them. Encourage students to come down for support or tutoring. Classes that bring students down for technology workshops are already a step ahead with having the resources and tech skills especially when they are new to the college. Ask us to come make a presentation if you have computers in your classrooms or bring your classes up.

E. Articulation Officer – Jaime Rodriguez

Fine-tuning the internal process between the Articulation Officers, Curriculum Committee Chair and Curriculum Specialists.

F. SLOAC Chair – Jennafer Worland

Processes were discussed at the last meeting in regards to changing SLOs and how those come will come to committee. Ongoing conversation with the current changes. Missy Cunningham and Jennafer Worland will be stepping down from SLOAC as co-coordinators. Please begin to think about that if anyone is interested.

VIII. Consent Agenda from Tech/Peer Review

Motion moved/seconded (Worland /Aboud) to approve the Consent Agenda.

Motion to pull item VIII, CBIS 15 and item IX, CBIS 17 for discussion.
Vote called to approve the Consent Agenda as amended (8,0,0, Passed)

Motion moved/seconded (Matteson/Lealofi) to approve CBIS 15.

Discussion:
Tanesha Young stated per Jacobs email there should be no prerequisite course for CBIS 15.

Dean Shreve expressed concerns that she may not have seen these courses and unsure if she had signed off on.

Tanesha Young clarified that these courses had been peer reviewed having the Dean Signature on the forms.

Dean Shreve concerned that Dean Signature is being typed in and unsure if all the courses had actually been reviewed by her individually.

Curriculum Chair, K. Freeman stated to Dean Shreve if there are CORs that appear to have problems, to meet with faculty and submit a modification.

Vote called to approve CBIS 15 as amended with no prerequisite. (7,1,0, Passed)

Motion moved/seconded (Rodriguez/Worland) to approve CBIS 17.

Discussion:
Tanesha Young stated per Jacob's email there should be no prerequisite course for CBIS 17.

Vote called to approve CBIS 17 as amended with no prerequisite. (8,0,0, Passed)

IX. Unfinished Business

A. IGETC and CSU General Breadth Patterns for Local AA/AS

Motion moved/seconded (Matteson/Franco) to approve the IGETC and CSU General Breath Patterns for Local AA/AS

E. Vasquez explained some college are using the IGETC and the CSU/UC Breadth to satisfy the local AA/AS degree requirements. Proposed three options to satisfy graduation; GE Breadth, IGETC and local GE Pattern. Reasoning being there are a lot of students who transfer without a degree; this would be an option for those students.
Documents reviewed (see attached):

- *Current Associate Degree Requirements from BCC Catalog*
- *Proposed Associate Degree Requirements*
- *Barstow Community IGETC Certification Form*
- *Barstow Community CSU Certification Form*

Discussion:

Dean Shreve asked if the wording on the Proposed Associate Degree Requirement be made to be more student friendly verbiage. Suggested: "If you're planning on transferring to a CSU…" so students can understand easily their options, perhaps a stronger statement upfront that states "You should see a counselor to confirm your transfer school does meet this requirement…" or "General, may not apply to your specific situation, See a counselor"

Tanesha Young stated the importance of seeing a counselor for guidance. On option 3 "non-occupational" need to make clear that it's only local and just for this associates degree. Clean up courses so transfer courses are truly transfer courses.

Jaime Rodriguez said that there are multiple private colleges that accept CSU transfer credit.

EVP Kane had concerns about MATH 55, may be misleading as transferable. Students may believe that Math 55 will transfer as their Math requirement. MATH 55 is only used as a local degree. Inquired how many revised courses are using MATH 55 as a prerequisite. None. MATH 55 is used for a local Associate Degree. Have heard multiple times that students thought MATH 55 was transferable. It says in the catalog, *'College Level, May Transfer'* Many students took it thinking that was the math they needed and got discouraged. Counselors have a big job in advising students with the parameters of MATH 55.

E. Vasquez discussed that MATH 55 is needed on option 3, for example, VCC's nursing program only needs an intermediate Algebra but stated he would be adding the following statement to the proposed Associate Degree Requirements, "The General Education Requirements below satisfy the local degree pattern, but may not transfer."

Tabled to return with an updated revision (8,0,0 Passed)

X. New Business

A. Routine Course Review Process

The Routine Course Review Process is a process that had previously been approved. CTE courses need to be reviewed every 2 years; Non-CTE courses need to be reviewed every 6 years. Reviews include textbook updates, pre-requisites and any other changes and updates needed. Emphasis on changing course during the routine process, limiting changes outside their routine cycle of review with the intention of beginning Fall 2019. Future agenda item is to revisit the previous approved process and develop a specific review schedule with preference on having this voted and in place before the end of the academic year.

B. Selection of Peer Reviewers

Courses being routine reviewed, changes or no changes, will be seen by Peer Review. Peer Reviewers will be selected, do not need to be a member of the Curriculum Committee, will take volunteers. They may need to apply, there will be discussion and possibly an interview. Curriculum still needs to decide how the selection procedure will occur.

Peer Reviewers are committed for a full year. There will be weeks where there is no reviews necessary and other weeks could require multiple reviews. Probably three reviewers are needed; will have 30-40 courses per year to review. Paid 1 hour a week as a standard; there will be some compensation to thank you for doing the above and beyond.

Tech Review is a subset of curriculum and there is no compensation.

This will be a future agenda item.

C. ACCJC Report and Program Outcome Introduction

Need to have Program Outcomes for all programs and be assessing them. Hope is that for SLAOC to be able to develop procedures for program outcomes to be created and regularly reviewed. All forms will be easier when the process goes to eLumen. eLumen is being built. Training will need to occur. This transition is not expected to be done for Fall 2019.

Programs are being created and revised. We won't have outcome data because we haven't developed assessment plans for this yet. What we can do is show what has happened since the report to make the improvements. Still have a ways to go, but the honesty in reporting is what we will be asked to provide for the written report due by the end of this semester so that it can get through the approval process. The ALO, Lisa Holmes, will be talking to Curriculum to get the committees input, and hear where we are going with all of this.

XI. Announcements

- Board of Trustee 3/20 meeting expressed desire for additional non-credit courses.

XII. Future Agenda Items

XIII. Next Regular Meeting – 10:00a.m., April 5, 2019, B6

XIV. Adjournment was adjourned at 10:58 A.M.

BARSTOW COMMUNITY COLLEGE 2018-2019

INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULM -- (IGETC) CERTIFICATION FORM

Name: **Student ID:** **Date:**

Directions: List courses taken at BCC and other colleges, indicate test if requirement was met by testing.

AREA 1- ENGLISH COMMUNICATION				***C=Completed; IP=In Progress; N=Needed**		
CSU: 3 courses required -- 1 course from Group A, B, and C; 9 units *UC: 2 courses required -- 1 course from Groups A and B; 6 units*				**C**	**IP**	**N**
Group A: English Composition- ENGL 1A	**Course:**	Test:	Notes:			
Group B: Critical Thinking- ENGL 1C	**Course:**	Test:	Notes:			
Group C: Oral Communication- SPCH-1 (CSU Requirement Only)	**Course:**	Test:	Notes:			
AREA 2- MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING				*** C=Completed; IP=In Progress, N=Needed**		
(1 course required; 3 units)				**C**	**IP**	**N**
MATH 2, 3, 4A, 4B, 4C, 5	**Course:**	Test:	Notes:			
AREA 3- ARTS AND HUMANITITES				*** C=Completed; IP=In Progress, N=Needed**		
(at least 3 courses, 1 each in Groups A & B; 9 units				**C**	**IP**	**N**
Group A: ARTS 1, 2; HUMA 1, 4, MUSI 2, 3	**Course:**	Test:	Notes:			
Group B: ENGL 1B, 2*, 3*, 4*, 5*, 12; HUMA 1, 2*, 3*, 4, 5, 6; PHIL 1, 2, 4, 5, 6, 8*; RGLS 1, 10	**Course:**	Test:	Notes:			
Group C: Elective: Any course from either of the above groups in Area 3	**Course:**	Test:	Notes:			
AREA 4- SOCIAL AND BEHAVIORAL SCIENCES				*** C=Completed; IP=In Progress, N=Needed**		
Minimum of 3 course from at least 2 disicplines (9 units)				**C**	**IP**	**N**
ANTH 1; ARCH 1; BIOL 11; CHLD 4, 6; ECON 1, 2; ETHN 1, 2*; GEOG 2*; HIST 5; POLI 1, 2; PSYC 1, 2, 4, 6*, 11, 12, 33; SOCI 1, 2, 3, 6, 12	**Course:**	Test:	Notes:			
	Course:	Test:	Notes:			
	Course:	Test:	Notes:			
AREA 5- PHYSICAL AND BIOLOGICAL SCIENCES				*** C=Completed; IP=In Progress, N=Needed**		
1 course from each area, 1 must be a lab course (L) (7-9 units)				**C**	**IP**	**N**
Physical Science - ASTR 1, 1L; CHEM 1(L); GEOL 1(L), 2, 3(L), 5(L)*; GEOG 1; OCEA 1; PHSC 1(L), 2	**Course:**	Test:	Notes:			
Life/ Biological Science - ANTH 3*; BIOL 2(L), 3(L)*, 4 (L), 5(L), 8(L)	**Course:**	Test:	Notes:			
LANGUAGE OTHER THAN ENGLISH (UC REQUIREMENT ONLY)				*** C=Completed; IP=In Progress, N=Needed**		
Proficiency equivalent to 2 years of high school in same language; Complete 2 years of the same foreign language of high school level work with a grade of "C" or better; OR earn a score of 3 or higher on the foreign language Advanced Placement test OR; 550 on the College Board Subject Test in Foreign Language OR; complete Span 1B, and/or 2A				**C**	**IP**	**N**
SPAN 1B, 2A	**Course(s):**	Test:	Notes:			
CSU GRADUATION REQUIREMENTS IN U.S. HISTORY, CONSTITUTION & AMERICAN IDEALS				*** C=Completed; IP=In Progress, N=Needed**		
1 course from each group. NOT part of IGETC and may be completed prior to transfer. Course(s) used to meet this requirement cannot be used to satisfy IGETC requirements; 6 units				**C**	**IP**	**N**
Group 1: US History Requirment: HIST 2A, 2B, 4			Notes:			
Group 2: US Constitution/American Ideals Requirement: POLI 1			Notes:			

☐ Full Certification ☐ Partial Certification- Max 2 courses remaining

IGETC COMPLETED California State University ☐

University of California ☐

College Evaluator/Title: _____ **Date:** _____

* Courses that are not offered regularly

BARSTOW COMMUNITY COLLEGE 2018-19

CALIFORNIA STATE UNIVERSITY GENERAL EDUCATION BREADTH- CSU CERTIFICATION FORM

Name: **Student ID:** **Date:**

The following list of courses is designed to satisfy the CSU breadth requirements at most of the California State Universities and Colleges. Students who meet the minimum requirements at most of the California State Universities and Colleges. Student who meet the minimum requirements in all areas will receive a General Education Certification from Barstow Community College indicating that they have met all the CSU lower division requirements.

Directions: List courses taken at BCC and other colleges, indicate test if requirement was met by testing.

AREA A- COMMUNICATION IN THE ENGLISH LANGUAGE & CRITICAL THINKING				***C=Completed; IP=In Progress; N=Needed**		
Minimum of one course in Area 1, Area 2, and Area 3; (9units)				**C**	**IP**	**N**
A1: Oral Communitcation: SPCH 1	**Course: SPCH-1**	Test:	Notes:			
A2: Written Communtcation: ENGL 1A	**Course: ENGL-1A**	Test:	Notes:			
A3: Critical Thinking: ENGL 1C, PHIL 3*	**Course: ENGL-1C**	Test:	Notes:			
Note: CSU San Bernardino and certain others require an upper division writing course under Area 1						

AREA B- PHYSICAL UNIVERSE AND ITS LIFE FORMS				*** C=Completed; IP=In Progress, N=Needed**		
Minimum of one course in each group with one being a lab (L); (10 + units)				**C**	**IP**	**N**
B1: Physical Science: ASTR 1, ASTR 1L, CHEM 1(L), 2A (L), GEOL 1L, 2*, 3(L), 5(L)*, GEOG 1(L), 4, OCEA 1, PHSC 1(L), 2	**Course:**	Test:	Notes:			
B2: Life Science: ANTH 3*, BIOL 1, 2(L), 4(L), 5(L), 8(L), 10, 10L, 11 GEOL 4, OCEA 1, PSYC 11	**Course:**	Test:	Notes:			
B3: Laboratory Activity: Any (L) class in Area B1 or B2	**Course:**	Test:	Notes:			
B4: Mathematical Concepts: MATH 1, 2, 3, 4A, 4B, 4C, 5, 6	**Course:**	Test:	Notes:			

AREA C- ARTS, LITERATURE, PHILOSPHY, AND FOREIGN LANGUAGE				*** C=Completed; IP=In Progress, N=Needed**		
One course from C1, one course from C2, and C3 is an elective from C1 or C2 (9 units)				**C**	**IP**	**N**
C1: ARTS 1-3, 7, 10, 13A, 16, 17; HUMA 1, 4; MUSI 2, 3, 12A; PHOT 2A, 2B; TART 1, 3, 6	**Course:**	Test:	Notes:			
C2: ENGL1B, 2-6, 11, 12, 12B; HIST 1AB, 8AB; HUMA 1-6; PHIL 1-8 RLGS 1, 5, 10; SPAN 1A, 1B, 2A, TART 3	**Course:**	Test:	Notes:			
C3: One additional course from C1 or C2	**Course:**	Test:	Notes:			

AREA D- SOCIAL, POLITICAL & ECONOMIC INSTITUTIONS & BEHAVIOR; HISTORICAL BACKGROUND				*** C=Completed; IP=In Progress, N=Needed**		
At least three courses from at least two different disciplines (9 units). Students may use any 9 units from this section to fulfill certification requirements for areas D, buty they are encourgaed to complete the below U.S. Histoty, Constitution and American Ideals requirement as part of Area D. All CSU campuses, except Chico State permit these courses to also satisfy Area D requirement.				**C**	**IP**	**N**
Highly Recommended: Group 1: US History Requirment: HIST 2A, 2B, 4	**Course:**	Test:	Notes:			
Highly Recommended: Group 2: US Constitution/American Ideals: POLI 1	**Course:**	Test:	Notes:			
Group 3: ADJU 1-3, 5, 8; ANTH 1, 4; ARCH 1; BADM 2, 5; BIOL 11; CHLD 4, 6; ECON 1, 2, ETHN 1, 2; GEOG 1, 2; HIST 1AB, 2AB, 3-5, 7, 8AB, 12; PELC 1; POLI 2, 3; PSYC 1-6, 11-13, 33; SOCI 1-3, 6, 8, 12	**Course:**	Test:	Notes:			

AREA E- LIFELONG UNDERSTANDING AND DEVELOPMENT				*** C=Completed; IP=In Progress, N=Needed**		
Minimum of 3 semester units				**C**	**IP**	**N**
BIOL 11; CHLD 4; HEAL 1, 2, 7; HOME 2; PSYC 3-6, 11, 14; SDEV 1; SOCI 14, Athl 9, 26	**Course:**	Test:	Notes:			

☐ **Full Certification** ☐ **Partial Certification- Max 2 courses remaining**

IGETC COMPLETED **California State University:** ☐

University of California: ☐

College Evaluator/Title: _____ **Date:** _____

* Courses that are not offered regularly

ASSOCIATE DEGREE REQUIREMENTS / NON-OCCUPATIONAL

Designed for students who may plan to transfer. However, 1) completion of an associate's degree does not guarantee admission into another college or university and 2) admissions requirements for intended receiving institutions may vary. Therefore, it is the student's responsibility to ensure that all requirements are fulfilled prior to transferring. It is critical to meet with a counselor to discuss educational goals early in a student's academic career to select coursework that will help to achieve all stated goals. In general, adherence to the IGETC or CSU GE Breadth pattern is a good program to follow if intending to transfer into a baccalaureate program. In addition to the General Education requirements listed below students are also required to complete a minimum of 18 units in the area of emphasis for the Associate of Arts in Humanities, Associates of Arts in Social Science, Associates of Science in Physical Education degrees and a minimum of 20 units in the area of emphasis for the Associate of Science in Natural Science/Math degree.

NATURAL SCIENCES – Complete ONE Course from each **UNITS: 6.00**
BIOLOGICAL - BIOL 1, 2(L), 4(L), 5(L), 8(L), 10, 10L, 11; OCEA 1; PSYC 11
PHYSICAL - ASTR 1, ASTR 1L, CHEM 1(L), GEOL 1L, 2, 3(L), 5(L); GEOG 1(L), 4, OCEA 1; PHSC 2

SOCIAL SCIENCES – Complete TWO Courses in different areas (Minimum 3.00 units each) **UNITS: 6.00**
ADJU 1, 2, 3, 5 , 8; ANTH 1; BADM 1, 2, 5; BIO 11; CHLD 4, 6; ECON 1, 2, 5; GEOG 1; HIST 1A, 1B, 2A, 2B, , 4, 5, , 8A, 8B; PELC 1; POLI 2, 3; PSYC 1, 2, 3,4, 5, 6, 11, 12, 13, 14, 15, 33; SOCI 1, 2, 3,4, 6, , 12, 14, 15
HUMANITIES - Complete TWO Courses in different areas (Minimum 3.00 units each) **UNITS: 6.00**
ARTS 1, 2, 3, 7, , 10, , 16, , 18A, 18B, 18C; 19; ENGL 1B, 6, 12B; HIST 1A, 1B, 8A, 8B; HUMA 1, 2, 3, 4, 5, 6; MUSI 2, 3, 4, 4B, 4C, 4D, 5A, 5B, 5C, 6A, 6B, 6C, 7, 7B, 7C, 7D, , 12A, 12B, 12C; PHIL 1, 4, 5, 6, ; PHOT ; RLGS 1, 5, 10; SPAN 1A, 1B, ; TART 1, 3, 4, 4B, 4C, 4D, 5, 5B, 5C, 5D, , 13, 13B, , 13D
AMERICAN INSTITUTIONS AND IDEALS **UNITS: 3.00**
POLI 1
COMMUICATION (Requires C grade) **UNITS: 3.00**
SPCH 1, 3
ENGLISH (Requires C grade) **UNITS: 3.00**
ENGL 1A
LIFELONG LEARNING – Complete ONE course **UNITS: 3.00**
BIOL 11; CHLD 4; HEAL 1, 2, ; ; SDEV 1; PSYC 3, 4, 5, 6, 11, 14; SOCI 14
MATHEMATICS (Requires C grade) - Complete ONE course **UNITS: 3.00 - 5.00**
MATH 55, 1, 2, 3, 4A, 4B, 4C, 5
STUDENT DEVELOPMENT (Previously Orientation) **UNITS: 3.00**
SDEV 1 OR PSYC 5 (May be waived with official transcripts transferring 15+ semester units)
ACTIVITY – P.E. (1 unit P.E. and ANY ONE additional course) **UNITS: 2.00 - 4.00**
One unit must be from any PE activity courses or ATHL courses. And the following units can be met by any PE activity courses or ATHL courses; AHLT 51, 63, 64 or valid/current American Heart Association or American Health and Safety Institute CPR and ARC or AHS First Aid Care; HEAL 2; PELC 1, 2, ; MUSI 4, 4B, 4C, 4D, 5A, 5B, 5C, 6A, 6B, 6C, 7, 7B, 7C, 7D, ~~8ACD~~

U.S. HISTORY **UNITS: 3.00**
HIST 2A, 2B or 4

ASSOCIATE DEGREE REQUIREMENTS / NON-OCCUPATIONAL

Graduates from Barstow Community College receive an Associate of Arts degree or an Associate of Science degree. To earn an Associate degree, students must complete general education requirements as specified in Option 1, 2, or 3 below, as well as additional units of electives and/or lower division requirements for the Social Science, Humanities, or Natural Science/Math majors to make up 60 transferable units.

ASSOCIATE DEGREE OPTION 1: (CSU GE-Breadth) The general education requirements for this degree are the same as the requirements for the California State University General Education Breadth Requirements (CSU GE-Breadth). Refer to page 97 of the catalog for the CSU GE-Breadth requirements.

ASSOCIATE DEGREE: OPTION 2: (IGETC) The general education requirements are the same as the requirements for the Intersegmental General Education Transfer Curriculum (IGETC). Refer to page 98 of the catalog for the IGETC requirements.

ASSOCIATE DEGREE: OPTION 3: (Non-Occupational) The general educational requirements below are designed for students planning to seek transfer but requirements do not fulfill CSU or IGETC requirements upon graduation.

NATURAL SCIENCES – Complete ONE Course from each **UNITS: 6.00**
BIOLOGICAL - BIOL 1, 2(L), 4(L), 5(L), 8(L), 10, 10L, 11; OCEA 1; PSYC 11
PHYSICAL - ASTR 1, ASTR 1L, CHEM 1(L), GEOL 1L, 2, 3(L), 5(L), GEOG 1(L), 4, OCEA 1; PHSC 2

SOCIAL SCIENCES – Complete TWO Courses in different areas (Minimum 3.00 units each) **UNITS: 6.00**
ADJU 1, 2, 3, 5, 8; ANTH 1; BADM 1, 2, 5; BIO 11; CHLD 4, 6; ECON 1, 2, 5; GEOG 1; HIST 1A, 1B, 2A, 2B, , 4, 5, , 8A, 8B; PELC 1; POLI 2, 3; PSYC 1, 2, 3,4, 5, 6, 11, 12, 13, 14, 15, 33; SOCI 1, 2, 3,4, 6, , 12, 14, 15

HUMANITIES - Complete TWO Courses in different areas (Minimum 3.00 units each) **UNITS: 6.00**
ARTS 1, 2, 3, 7, , 10, , 16, , 18A, 18B, 18C, 19; ENGL 1B, 6, 12B; HIST 1A, 1B, 8A, 8B; HUMA 1, 2, 3, 4, 5, 6; MUSI 2, 3, 4, 4B, 4C, 4D, 5A, 5B, 5C, 6A, 6B, 6C, 7, 7B, 7C, 7D, , 12A, 12B, 12C; PHIL 1, 4, 5, 6, , PHOT , RLGS 1, 5, 10; SPAN 1A, 1B, ; TART 1, 3, 4, 4B, 4C, 4D, 5, 5B, 5C, 5D, , 13, 13B, , 13D

AMERICAN INSTITUTIONS AND IDEALS **UNITS: 3.00**
POLI 1

COMMUICATION (Requires C grade) **UNITS: 3.00**
SPCH 1, 3

ENGLISH (Requires C grade) **UNITS: 3.00**
ENGL 1A

LIFELONG LEARNING – Complete ONE course **UNITS: 3.00**
BIOL 11; CHLD 4; HEAL 1, 2, , ; SDEV 1; PSYC 3, 4, 5, 6, 11, 14; SOCI 14

MATHEMATICS (Requires C grade) - Complete ONE course **UNITS: 3.00 - 5.00**
MATH 55, 1, 2, 3, 4A, 4B, 4C, 5

STUDENT DEVELOPMENT (Previously Orientation) **UNITS: 3.00**
SDEV 1 OR PSYC 5 (May be waived with official transcripts transferring 15+ semester units)

ACTIVITY – P.E. (1 unit P.E. and ANY ONE additional course) **UNITS: 2.00 - 4.00**
One unit must be from any PE activity courses or ATHL courses. And the following units can be met by any PE activity courses or ATHL courses: AHLT 51, 63, 64 or valid/current American Heart Association or American Health and Safety Institute CPR and ARC or AHS First Aid Care; HEAL 2; PELC 1, 2, ; MUSI 4, 4B, 4C, 4D, 5A, 5B, 5C, 6A, 6B, 6C, 7, 7B, 7C, 7D, ~~8ACD~~

U.S. HISTORY **UNITS: 3.00**
HIST 2A, 2B or 4

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING MINUTES

April 5, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair
The meeting was called to order at 10:03a.m.

II. Roll Call
Voting Members Present: Ibrahim Aboud, Rodolfo Duque, Lilia Franco, Kyri Freeman, Apineru Lealofi, Vincent Lovato, Susan Nylander, Jennafer Worland
Non-Voting Members Present: Tim Botengan, Heather Brang, Karen Kane, Jessica Tainatongo, Sandi Thomas
Members Excused: Melissa Matteson, Heather Minehart, Joseph Williams, Jaime Rodriguez,
Members Absent: Carole Blake, Jonathan Robles, Penny Shreve
Guests: Nance Nunes-Gill, Eduardo Vasquez, Tanesha Young

III. Approval of Agenda
The Agenda of April 5, 2019 was approved. (6,0,0 Passed)

IV. Approval of Minutes from March 22, 2019
The Minutes of March 22, 2019 were approved. (6,0,0, Passed)

V. Opportunities to Address the Committee
None

VI. Reports

A. Curriculum Committee Chair – Kyri Freeman
Continuing to approve courses. Please remember that existing degrees and certificates need to go through on the New Forms. If you are not waiting for C-ID, programs need to be resubmitted.

K.Freeman is stepping down from Curriculum Committee Chair as of May 17th. Nance Nunes-Gill stated that Academic Senate is allowed to appoint according to the bylaws, for the remainder of the term. Elections would be held in Spring of 2020. It was also mentioned that with the upcoming July 2019 Curriculum Institute, Academic Senate can pay for Melissa Matteson, Eduardo Vasquez, and Jaime Rodriguez.

B. EVP of Academic Affairs – Karen Kane
With the immense amount of work Barstow has been doing, there is conversation of expanding course options into Saturdays starting with 2 classes in the morning for 9 weeks; can be offered with hybrid. The idea is we want to accommodate different schedules for students but also be prepared for any situation that could impact enrollment, for example, a recession. These Saturday courses, along with a Tuesday and Thursday night pattern,

partially online, in one semester, if extra committed a student could potentially take 12 courses. Currently looking at options, as we would not do this without proper support such as available hours on these days for the Library, TLSC, food options, counseling, A&R and Financial Aid.

C. Dean of Instruction – Penny Shreve
Absent

D. Dean of CTE – Sandi Thomas
Continuing to build classes, IMM & AUTO, CBIS/CSIS

E. Dean of DE and Learning Support – Tim Botengan
The Distance Education Committee voted unanimously to recommend the adoption of the revised CVC-OEI Course Designed Rubric for a first read. There is an online faculty mentoring program in development as well as the creation of checklists so that faculty are aware they are meeting all requirements and guidelines. A vetting process for Instructional Technology and Software is being created so that any integration with instructional software there are assurances in place that ensure its accessible for students before its adopted and, that the Instructional Technology can be integrated with the College's systems.

Annual Online Teaching Conference is in June. There are 2 faculty members confirmed for the conference, waiting on 3 more to confirm. Academic Senate paying for 2 members, the rest will be funded through other means.

Midterms are occurring, the TLSC is still offering workshops, some more popular than others. Currently trying to figure out what works. It was reported at the All College meeting, that there have been over 600 tutoring sessions, doubled from last year. This support is being established at Fort Irwin as well. If the need continues to go up, we will provide more tutors at Irwin. Integrated StarFish kiosk now; students can go online and make appointments with the counselors. As of next week, we might be able to offer remote tutoring to our students. Shareable whiteboard, can see each other, shareable documents. Will be able to service students from all over.

F. Articulation Officer – Jaime Rodriguez
absent

G. SLOAC Chair – Jennafer Worland
SLOAC meeting occurred on Monday; discussions continued on how to connect SLOs with programs including how to make them more efficient and effective. Reminder, Missy Cunningham and Jennafer Worland stepping down as co-SLOAC chairs.

VII. Consent Agenda from Tech/Peer Review

Motion moved/seconded (Lovato/Nylander) to approve the Consent Agenda. Vote called to approve the Consent Agenda as amended (7,0,0, Passed)

VIII. Unfinished Business

A. IGETC and CSU General Breadth Patterns for Local AA/AS

Motion moved/seconded (Lovato/Aboud) to approve the IGETC and CSU General Breath Patterns for Local AA/AS

Eduardo Vasquez revisited with corrections made from previous curriculum meeting discussion recommendations. This addition, which would be published in the catalog, would allow students to be able to use the CSU breath/IGETC to satisfy the local GE requirements. Handout was given to the committee to review. (See attached document) Added in the line to "meet with a counselor".

Discussion:
EVP Kane inquired about the non-occupational/occupational verbiage, "In theory, hopefully an AA would lead to an occupation"

-E. Vasquez responded that Barstow is unique in that we have two different pathways, in the future, the intent would be to merge option 3/option 4.

Tanesha Young commented, under option 3, the sentence that says "These general education requirements do not fulfill" suggests it could say, "These general education requirements may not fulfill" to differentiate between some of those courses that are on the CSU GE/IGETC.

-E. Vasquez noted and agreed.

Ibrahim Aboud noted under occupational requirements – capital letters, structure. Discussion on preference. Jessica Tainatongo added that if there was to be a change, the time is now as the catalog is in creation. Comes down to preference.

-E. Vasquez responded that at this time, structure and design can be left as is.

Vote to approve the IGETC and CSU General Breath Patterns for Local AA/AS as amended with minor corrections. (7,0,0 Passed)

B. ACCJC Report and Program Outcome Introduction

This committee will play a large part in addressing the recommendation regarding our program outcomes. EVP Kane stated that Barstow did not have the required program outcomes we needed and we will have to explain why we don't and where we are in the process. Documentation from SLOAC and Curriculum Committee will play a part in that report. Nance Nunes-Gill has volunteered to liaise on this recommendation. Nance stated she has gathered specific assignments that lead to PLOs. Noting there has been some collection. EVP Kane stated that the accrediting visiting team noted we did not. We were possibly not able to show them at that time. We can address this, and want to show evidence there had been some collection as well as where we are in the process. Work needs to be done by August. Want to hear about it by May 17. Lisa Holmes will be visiting to discuss this further at the April 19 meeting.

C. Routine Course Review Process

K. Freeman discussed the "Proposal for Routine Curriculum Review Process". This document was emailed to curriculum (see attached). The proposal was presented as a starting point for discussion as this document had been created in 2018. There have been changes that have occurred, therefore adjustments and revisions need to be made before it can be adopted. Will return as a voting item before the end of the year.

EVP Kane reminded the committee that this process is an education code and accreditation standard. CTE (and courses with outside regulations) must be reviewed every 2 years, 6 years for all other courses. Routine reviews should ideally be tied into an outcomes timeline and be posted on the curriculum website.

IX. New Business

None

X. Announcements

Nance Nunes-Gill inquired whether she could work directly with Tanesha to determine where CTE is in regards to what Certificates and Degrees are new vs not new, what forms are needed and where past submitted work is sitting. Nance Nunes-Gill addressed a concern that items are being submitted to the curriculum@barstow.edu email before the submission deadlines and are not receiving acknowledgement they are received. Items are not getting on agendas.

Curriculum Chair, Kyri Freeman responded that anyone is welcome to meet with any one of the Curriculum Specialists or Articulation Officers at any time. The amount of emails being received with multiple attachments relating to different programs or courses makes it confusing. Suggested that a single program or course with the subject clear on the change or action being made would be helpful.

EVP Kane suggested that someone from the group should respond they received it, and that in the meeting later today that can be decided. Was a good suggestion from Nance that someone is designated that they respond received.

XI. Future Agenda Items

XII. Next Regular Meeting – 10:00a.m., April 19, 2019, B6

XIII. Meeting was adjourned at 10:49 A.M.

LOCAL ASSOCIATE DEGREE GENERAL EDUCATION OPTIONS

Graduates from Barstow Community College receive an Associate of Arts degree or an Associate of Science degree. To earn an Associate degree, students must complete general education requirements as specified in Option 1, 2, 3 or4 below, as well as additional units of electives and/or lower division requirements to make up 60 units. In addition, students must have at least 12-degree applicable semester units in residence at Barstow Community College. **It is critical to meet with a counselor to discuss educational goals early in a student's academic pathway to select the option that will help to achieve all stated goals.**

ASSOCIATE DEGREE OPTION 1: (CSU GE-Breadth) The general education requirements are the same as the requirements for the California State University General Education Breadth Requirements (CSU GE-Breadth). This pathway is designed for students who plan to transfer to a California State University campus (CSU) or a private university. Refer to page xx of the catalog for the CSU GE-Breadth requirements.

ASSOCIATE DEGREE: OPTION 2: (IGETC) The general education requirements are the same as the requirements for the Intersegmental General Education Transfer Curriculum (IGETC). This pathway is designed for students who plan to transfer to a University of California campus (UC) or a private university. Refer to page xx of the catalog for the IGETC requirements.

ASSOCIATE DEGREE: OPTION 3: (Non-Occupational) The Non-Occupational general educational requirements satisfy the local degree requirements and are for students who may not plan to transfer. These general education requirements do not fulfill CSU or IGETC requirements for transfer. Refer to page xx of the catalog for the Non-Occupational requirements.

ASSOCIATE DEGREE: OPTION 4: (Occupational) The Occupational general education requirements satisfy the local degree requirements and is for non-transfer, Career Technical Education (CTE) majors only. It is designed for students planning to seek immediate employment after graduation. Refer to page xx of the catalog for the Occupational requirements.

PROPOSAL FOR ROUTINE CURICCULUM REVIEW PROCESS

To be presented to the BCC Curriculum Committee on April 6, 2018

Rationale: In previous years, Review of existing curriculum at Barstow Community College has largely been tied to the program review process. Programs were expected to review and revise as necessary all courses as an aspect of their regular program review. However, this process has resulted to be insufficient for two reasons. First, the connection of course review to program review creates a workload burden for discipline faculty in that too many courses must be evaluated at the same time that other aspects of program review are being addressed, and thus thoughtful course review may in some cases be sacrificed. In addition, if many courses are in need of revision, having all of them done in the same year can create an unworkable burden for the curriculum committee, which must consider and approve all changes.

For this reason, following proposal outlines a process through which the BCC Curriculum Committee can ensure regular routine review of all courses in the curriculum within any given six year period.

1. An initial review of all courses will be conducted as an aspect of the transition from CurricuNet to eLumen and will be completed by the end of the 2018-2019 academic year.
2. In Fall 2018, faculty will be asked to designate each course in their programs for review during a specific academic year between 2019-2020 and 2024-2025. Programs may choose to evaluate all of their courses in the same year or may choose to distribute the reviews over a period of multiple years.
3. After receiving this input in Fall 2018, the curriculum chair, the curriculum and scheduling specialist, and the vice-president of academic affairs will create a schedule that distributes the reviews and the curriculum workload across a six year period, with all courses to have been reviewed by Spring 2025.
4. In those situations where more frequent course review is required by an external agency, those courses will be scheduled for review according to the external requirements.
5. In each year, the curriculum chair will distribute to discipline faculty in fall a list of the courses to be reviewed in that academic year. Departments with multiple full-time

faculty members may decide among themselves how the workload for the revisions will be divided.

6. All course reviews scheduled for a specific academic year will be due to the curriculum committee for consideration at its regular February meeting.
7. The curriculum committee chair will monitor and review the revisions and to ensure completion. Reviews that result in course revisions will be sent through the regular curriculum process.
8. Faculty conducting the routine review of each course will evaluate and revise as necessary, at a minimum, student learning outcomes, course content, prerequisites, instructional methods, articulation including C-ID compliance, and textbooks. Faculty are not necessarily expected to make changes in any or all of these areas but rather to review them carefully and revise or update as necessary.
9. Faculty will be allowed to review courses off-schedule if a need to do so arises, but any course so reviewed will also remain on its previously determined review schedule. This review cycle is in no way intended to discourage faculty from making curriculum revisions in a timely fashion when the need for a revision arises.

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING MINUTES

April 19, 2019 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

The meeting was called to order at 10:05a.m.

II. Roll Call

Voting Members Present: Ibrahim Aboud, Rodolfo Duque, Lilia Franco, Kyri Freeman, Apineru Lealofi, Vincent Lovato, Melissa Matteson, Susan Nylander, Jaime Rodriguez, Jennafer Worland

Non-Voting Members Present: Tim Botengan, Heather Brang, Karen Kane, Penny Shreve, Jessica Tainatongo, Sandi Thomas, John Robles

Members Excused: Carole Blake, Heather Minehart

Members Absent: Joseph Williams,

Guests: Chris Nalbandian, Nance Nunes-Gill, Tanesha Young

III. Approval of Agenda

The Agenda of April 19, 2019 was approved. (9,0,0 Passed)

IV. Approval of Minutes from April 5, 2019

The Minutes of April 5, 2019 were approved. (9,0,0, Passed)

V. Opportunities to Address the Committee

ASG student representative, John Robles stated that students are interested in nursing programs. EVP Kane welcomed John to the committee meeting and responded that more on additional programs will be addressed today in the committee and will reference this question.

VI. Reports

A. Curriculum Committee Chair – Kyri Freeman

The next and last curriculum committee meeting of the semester is May 3, 2019. This will be the last opportunity to have items submitted as anything not passed by this day, will be carried over into the Fall 2019 semester.

B. EVP of Academic Affairs – Karen Kane

STEM Program

EVP Kane addressed the ASG student representative inquiry regarding nursing programs stating faculty working diligently to establish a STEM program which would fit the pre-needs of the nursing program. A nursing program is very expensive to run

but we know we have a lot of students interested. We are developing programs to help get students into a program.

New Saturday Schedule Pattern

For individuals that cannot take a GE pattern and/or transfer courses during the week. Offering two nights a week and Saturday accelerated programs. Tuesday/Thursday pattern to coincide. If Fulltime faculty would like to teach they are welcome to do so, if no full time can or don't desire a Saturday, Saturday classes would be staffed with associate faculty. There will be counseling support, library, Financial Aid, A & R hours. Additional vending machines that will offer hot/cold drinks and snacks will be added as well.

New Summer Schedule Pattern

New scheduling pattern for summer. Dr. Nalbandian. 8-week POT and 6-week POT; never been able to offer the high demand science classes; spoke with Beverly-could we offer a 12-week POT that an associate faculty member could teach it. Piloting this summer 2 science classes in the 12-week POT.

Elementary Teacher Education ADT

Referring to the TMC, almost everything we need we have. Heather Bradford developed the education course, needs a bit of tweaking. Most courses are GE with the exception of science. Beverly Ranney offered to develop the science course for this ADT. Spoke with Scott Godfrey, he's on board and will be talking to his para-educators. Possibly for the Saturday classes. Can begin with offering MATH 6 as this goes through the Chancellor's Office.

C. Dean of Instruction – Penny Shreve

Courses continue to go through. Exciting things within Kinesiology.

D. Dean of CTE – Sandi Thomas

Workforce development growing at a face pace; moving into the 21st century, many things are coming down the pipeline. Jobs are out there, with hopes that our students can go into apprenticeships and on to employment. Megatronics in development, complete with an open lab. Will allow students in our demographic area to have stackable certifications. Vocational instructors are doing the Canvas training in order to offer more hybrid. Numbers are improving.

E. Dean of DE and Learning Support – Tim Botengan

State is making available the CVC-OEI system portal. As we look for and vet different systems that integrate with Canvas, will share out the website to everyone. In line with creating the vetting process through the DE Committee; Thank you to the Academic Senate, they had approved the recommendation of DE Committee to adopt the revised courses and rubric. This is what really helps with the design and development of an online class. Full on rubric provides the guidelines, requirements for online classes. Thank you to Nance.

Faculty checklist, a cheat sheet for faculty outlining the requirements for online classes, help provide a list where faculty can refer to ensure they are not missing anything.

Online students make up a large portion of the student population. We want to continue to enhance the support services for these students. Beginning next week, remote tutoring will start. All tutors have access to Confer Zoom. Embedded online tutoring will be piloted for Fall 2019. There are currently some embedded tutors now for our ENGL and MATH courses (traditional classes), we want to provide this to our online students as well. Fall 2019, we will also be piloting livestreaming and academic skills workshops. Many workshops are going on over at the TLSC, we want to pilot these to be accessible

to students no matter where they are, to be able to participate in the live, or view the recoded workshops.
Fall 2014, success rates for our distance education students was 63.12% now Fall 2018 that percentage was at 68.84% success rate for online students. The needle is moving in the right direction.

TLSC – Study Jam begins May 1ST. May 1- lunch for day time students, dinner for later students, lots of activities. May 1-10; prepping for final; activities for reducing stress, exercise before their final (staff invited as well), cap decorating activities. May 13-16- breakfast/lunch/dinner, puzzles and other activities for our students for finals.

F. Articulation Officer – Jaime Rodriguez

Courses in catalog that haven't been taught in 3 years, if not pushed through in the fall reset, would like to inactivate and put forward into the Curriculum Handbook. K.Freeman had reservations on whether this was a good idea, to ensure courses were not connected to a degree or a program. Dean Shreve mentioned, if a course had not been offered in 3 years, it should trigger a discussion to plan or revise. Articulation Officer, J. Rodriguez stated that nothing would be inactivated without speaking with discipline faculty first. Reaffirming that that this would be a general process rule, courses that haven't been attached to anything, in the catalog for three years, and not being offered.

G. SLOAC Chair – Jennafer Worland

SLOAC in the process of combining with program review; SLOs flow into PLOs. May mean there is a split between instructional and non instructional.

VII. Consent Agenda from Tech/Peer Review

Motion moved/seconded (Franco/Aboud) to approve the Consent Agenda.

Typos on the consent agenda; ENTR 3, ENTR 4 mention ESL; HUMA 4 discipline was added to the program of study box.
K. Freeman stated that ENTR 3/ENTR 4 needs to not say Pathways, and have Business rather than ESL. T. Young mentioned she believes that the goal for these two courses are to be part of a certificate. EVP Kane, language should be added to the justification for when it goes to the board. T. Young said that the justification does need to be there, and believes it was a copy/paste error.

WELD 57A pulled from consent agenda by Tanesha Young based off submitters request that additional changes are needed.

Vote called to approve the Consent Agenda as amended with the correction of the three typos, and the removal of WELD 57A (8,0,0 Passed)

Motion moved/seconded (Franco/Worland) to approve item WELD 57A. T. Young explained that this item is being pulled as faculty authors/submitters want to make additional changes. Will return to Curriculum consent agenda 5/3 if ready. (0,9,0 Not passed)

VIII. Unfinished Business

A. ACCJC Report and Program Outcome Introduction – Lisa Holmes

Accreditation follow up report due 1 Oct. 4 recommendations – 1) assess PLOs for all instructional programs, standard IB2, 2A3, all available on the website. In depth response but didn't provide a whole lot. Found that we have PLOs for all of our programs

but don't regularly assess all of them. Speaks to the work that has been done here. Process in place and make sure that it's followed. Narrative we need to write-what work have we been doing; what does that look like; what are we doing. Will probably want to come back (the team) to see how we're doing all of that. Check out the website; everything is there. There's some clean up today; process and structure wise; look at the outline, it has three outcomes, look at the assessment data, with 6 different teachers, don't align. Outcomes on courses match the syllabus; need to feed into PLOs. SLOs need to feed the data for the PLOs. Faculty/Deans need to make sure we let our associate faculty know what the new SLO/PLOs are so they know what to teach (weekly); need to vet this out over the summer. Assessment of SLOs need to be agreed upon (apples to apples) among all instructors teaching the same course; lead faculty need to lead that discussion. Need a narrative of some kind to turn on; will want to come back to assess. Need to show evidence that the data we're collecting is actually making changes; that we're doing something about it, we are discussing it and making changes. Feeds ILOs, strategic planning; courses are the foundation. Report is due in October, narrative needs to be created soon.

IX. New Business

A. Certificate of Achievement, Computer and Cyber Security Specialist (Security +), 1st read (9,0,0, passed)

Motion moved/seconded (Nylander/Worland) to Approve, first read, the Certificate of Achievement, Computer and Cyber Security Specialist (Security +)

Discussion:
EVP Kane made the general statement to explained these items on today's New Business, 1st read have passed through Tech Review and will now go through two reads in curriculum. New programs go through two reads for the purpose of giving the faculty at large the opportunity to discuss further.

Dean Sandi Thomas introduced the certificate and explained the need based off the demands of the labor market, workforce. These are stackable certifications. EVP Kane inquired with a general question, asking whether the idea to build non-credit mirrored programs. Dean Thomas responded, yes.

Nance Nunes-Gill mentioned there is no place on the narrative form itself to put labor market information. A box that said, "Please attach labor market information" would be helpful.

EVP Kane, all good discussions as we go through this reset, this is the first new CTE certificate. All good ideas. Dean Thomas had touched on the approval process that the Curriculum Committee may not be aware of- meaning for CTE Certificate requires more than a certificate or program in a GE transfer arena.

Dean Thomas elaborated on this process, discussing the steps, labor market demands, going to the region, regional- all 12 colleges vote. Advisory meeting held. Has to say on the notes, necessary in our demographic area, and jobs exist, will earn a living wage. This process is in addition to Curriculum, BOT, COCI.

Program Goals and Objectives - T. Young stated that under Program Goals and Objectives #1 it should address the transfer, occupational, lifelong learning purpose. Is this for transfer? Usually it's written in a sentence, or paragraph form, and not listed as a core bullet. Needs to be written in a sentence or paragraph form, should not be written as a core bullet. Made the recommendation that going forward, establish the standard. Refer to page 80-82 in the PCAH. address what the goal of the program, where it defines how goal of the program is what is requested, not so much a list of skills. Line or statement needs to address the goal.

K. Freeman and T. Young believe that the Narrative for this Certificate would not be acceptable to the Chancellors office as it is now.

EVP Kane said that Nance made a good point, as this is an incomplete request for the information that is needed for CTE.

Vote to approve, first read, the Certificate of Achievement, Computer and Cyber Security Specialist (Security +) to move to second read with stated corrections below. (9,0,0, passed)

Corrections needed to move to second read on 5/3 curriculum meeting**:**

- Program Goals and Objectives: Narrative needs to be rewritten based on the guidelines in the PCAH pages. 80-81.

B. Certificate of Achievement, Computer and Network Specialist (Network+), 1st read (9,0,0, passed)

Corrections needed to move to second read on 5/3 curriculum meeting**:**

- Program Goals and Objectives: Narrative needs to be rewritten based on the guidelines in the PCAH pages. 80-81.

C. Certificate of Achievement, Management Information Systems, 1st read (9,0,0, passed)

Corrections needed to move to second read on 5/3 curriculum meeting**:**

- Program Goals and Objectives: Narrative needs to be rewritten based on the guidelines in the PCAH pages. 80-81
- Talks about the workplace, but still needs a stronger intro statement in line with the PCAH directions.

D. Certificate of Achievement, Microsoft Office Specialist, 1st Read (9,0,0, passed)

Corrections needed to move to second read on 5/3 curriculum meeting**:**

- Program Goals and Objectives: Narrative needs to be rewritten based on the guidelines in the PCAH pages. 80-81

E. Certificate of Achievement, Unix Administrator, 1st Read (9,0,0 passed)

Corrections needed to move to second read on 5/3 curriculum meeting**:**

- Program Goals and Objectives: Narrative needs to be rewritten based on the guidelines in the PCAH pages. 80-8**1**

Announcements

K. Freeman reminded everyone, anything not done by the next meeting will carry over to Fall 2019.

Future Agenda Items

Next Regular Meeting – TBD; Fall 2019

Barstow Community College
Curriculum Committee
Meeting Minutes
Friday, September 7, 2018
Room B6

I. Call to Order at 10:06 am

II. Roll Call: A sign in sheet was distributed and collected by the Curriculum Committee Chair.

III. The Curriculum Committee Chair mad a few general opening remarks and introduced Dr. Bagg.

IV. Dr. Bagg welcomed the committee members, discussed the current curriculum situation, shared a conversation she had with the Chancellor's Office about the Barstow curriculum challenge, iterated the need of an expedited timeframe for this work, verbalized support for the efforts, and introduced the trainer.

V. Training for the 2018-19 Curriculum Committee by Kim Anderson
K. Anderson thanked the group for the opportunity and proceeded to direct their attention to the binder of materials that was provided.

A. State and Federal Statutes and Regulations: A curated reference document was reviewed by the group with particular attention paid to maintaining delegated authority, the need to maintain minimum standards, and faculty's responsibility for making curriculum recommendations. Title 5, section 55002 was addressed specifically as the distinction between Degree-Applicable, Nondegree Applicable, and Noncredit courses was covered. Discussion focused on unit value calculation; the definitions of intensity, difficulty, and level; the legal authority and parts of a Course Outline of Record (COR); minimum qualification expectations; noncredit categories; and community service offerings. There was more in-depth discussion about repetition (a request for information about "families" was made as well as the need for distinct content and objections for course levels) and distance education (when Title 5, sections 55202, 55204, and 55206 were addressed).

B. Program and Course Approval Handbook (PACAH): The committee logged into computers and were directed to the path at the Chancellor's Office to obtain the PACAH. It was requested that the link be sent to the curriculum committee members and others in attendance. Together, the group scrolled through the handbook with highlighted stops for discussion and questions on the separate five development criteria, credit course types, credit hour calculation, and the scope of approval expectations for various categories of curriculum with page citations (associate degrees for transfer, CTE degrees, associate degrees, certificates, noncredit with reference to the specific 10 categories).

C. Course Outline of Record (COR): A curated reference document with citations, about the role, currency, and integrated presentation style of the COR was discussed. The need for a cyclical course review process was highlighted as too how the separate COR pages should integrate to support approval standards and corelated information between identified pages.

D. Curriculum Process: A flowchart was presented and thoroughly discussed. K. Anderson made a recommendation to have any course proposal thoroughly developed, with the use of resource personnel, prior to submission to the Technical Review Group. Benefits to this protocol was emphasized. At that point, per the recommendation of the Academic Senate for California Community Colleges, the clock starts and the entire approval process should take three months. The path through the local and state process was followed via the flowchart. Points of discussion included clarity about the entirety of the approval process through local entities and to the state level and back; confirmation that the curriculum committee chair is reporting to the academic senate; the role of the area dean in signing off on proposals; responsibility of the Office of Instruction and its relationship to the Chancellor's Office; timing of the input into local and state databases; and communication with designated individuals upon final approval. The curriculum categories for Chancellor's Office approval vs. review were separately noted.

E. Sample Consent Agenda: An example of a consent agenda, created for the Technical Review Group and moved along to the curriculum committee, was analyzed with suggested categories for new courses, changes to existing courses, inactivation of courses, distance education proposals (for separate approval), and small items that could be handled administratively as a batch approval but still noted to provide an audit trail. The nature and the conduct of these various meetings was discussed at this time. It was suggested by K. Anderson that faculty authors, with support, take the necessary time to rigorously develop a course proposal prior to submission. In this way the Technical Review Group, who should provide only minor but necessary feedback due to their expertise, collaborates with the faculty author to strengthen the proposal before moving it along to the curriculum committee. This process should engender confidence so the curriculum committee's attention to the consent agenda is primarily that of a business-style action, trying to avoid any detailed analysis or substantial changes at this juncture. But new curriculum could be removed from the consent agenda to be discussed, replaced, and voted on.

F. Curriculum Process Primer: This final reference document from the Academic Senate for California Community Colleges was reviewed. The three-month approval process timeline was noted as too the recommendations for a published flowchart, comprehensive curriculum calendar, and curriculum website to include forms, resources, and information for faculty and staff. Steps that the curriculum committee has already made were noted.

VI. Closing Remarks

The Curriculum Committee Chair reminded committee members that the next meeting was on September 21, 2018. There may be some courses ready for approval or not.

VII. Adjournment at 12:01 pm

Barstow Community College

Curriculum Committee Meeting Minutes

Friday, September 21, 2018

10:00 am – 12:00 pm; B6

I. Call to order at 10:03 am

II. Roll Call: A sign in sheet was distributed and collected by the interim Vice President of Academic Affairs.
Members Present: Lilia Franco, Kyri Freeman, Karen Kane, Api Lealofi, Vincent Lovato, Melissa Matteson, Susan Nylander, Jaime Rodriguez, Penny Shreve, Jennafer Worland, Heather Minehart
Members absent: Carole Blake
Members excused: Abe Aboud, Tim Botengan, Rudy Duque, Sandi Thomas
Guests: Felicia Martinez, Heather Brang, Lisa Holmes, Kim Anderson, Nance Nunes-Gill, Tanesha Young, Richard Alvarez, Joseph Williams

III. The minutes of Friday, September 7th, were not available and will be brought to the 10-5-18 meeting

IV. Opportunities to Address the Committee: There were no comments

V. Reports:
   a. The Curriculum Chair announced that faculty are hard at work on revising/re-creating curriculum
   b. The interim Vice President of Academic Affairs thanked faculty leadership for their leadership during this transitional time and for their support of faculty as they worked to re-create curriculum and curriculum processes
   c. The Dean of Instruction reported that the group who attended the Curriculum Institute in the summer, will report out at the next curriculum meeting
   d. The Articulation Officer reported that she had attended an articulation workshop in Sacramento. She also introduced Tanesha Young, who will be working in a full-time temporary position to help with articulation and the movement of curriculum this year.
   e. The SLOAC chair mentioned that SLOAC would be taking a "pause" for one semester to allow faculty to work on courses, and would be helping faculty re-create assessment plans in spring 2019.

VI. Unfinished Business
   a. Kim Anderson, faculty curriculum consultant, continued training from the 9/7/18 meeting, utilizing the hand-out on "Curriculum Committee and Processes."

VII. NEW Business

a. It was suggested that important deadlines and calendar dates be placed into CANVAS. It was also suggested that a calendar of important dates, for Curriculum work, be established
b. CANVAS---Nancy Olson gave a brief demonstration on the "shell" she is developing for routine and tech review of all curriculum work. Nancy asked for suggestions from the group to make the site more navigable. The Curriculum Committee thanked Nancy for her outstanding work.
c. Cross-Listed Courses-----it appears that BCC has a history of utilizing "cross-listing" of courses. As the college goes through this extensive over-haul and review of courses, it was suggested that the reason behind "cross-listing" be examined, and a discussion take place on whether or not this is a practice that BCC should continue.
d. ADT's---interim Vice President Kane relayed that the Curriculum Committee needs to be aware that all ADT's currently "offered" at BCC are not attainable at this time, because of the situation with the curriculum. In addition, there are many other TMC's for ADT's that are available as released by the Chancellor's office that BCC should explore. Colleges had 18 months, from the time of CO release, to create an ADT in a discipline where a local degree is offered. BCC needs to examine this and research with discipline faculty, where we should be developing these degrees.

VIII. Future Agenda Items:
a. AB705
b. Roster for Curriculum Committee members; designate who is a voting member

IX. Announcements:

X. Adjournment: The meeting was adjourned at 11:55 am.

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING MINUTES

October 5, 2018 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

The meeting was called to order at 10:01 a.m.

II. Roll Call

Voting Members Present: Rudolfo Duque, Kyri Freeman, Apineru Lealofi, Vincent Lovato, Susan Nylander, Jaime Rodriguez, Jennafer Worland, Joseph Williams

Non-Voting Members Present: Tim Botengan, Heather Brang, Karen Kane, Heather Minehart, Jonathan Robles, Penny Shreve, Sandi Thomas

Members Excused: Carole Blake

Members Absent: Ibrahim Aboud, Lilia Franco, Melissa Matteson, Felicia Martinez

Guests: Jasmine Elagha, Nance Nunes-Gill, Tanesha Young

III. Approval of Agenda

The agenda of October 5, 2019 was approved.

IV. Approval of Minutes Motion

The minutes of September 7, 2018 minutes was approved; Susan Nylander abstained.
The minutes of September 21, 2018 minutes was approved.

V. Opportunities to Address the Committee

Penny Shreve, Dean of Instruction introduced Jasmine Elagha of Academic Affairs to the committee. Jonathan Robles, introduced himself as the Associated Student Government Representative of the Curriculum Committee.

VI. Reports

A. Curriculum Committee Chair – Kyri Freeman

Curriculum Roster

Inquiry as to who is voting member, non-voting member, guest was discussed. Kyri Freeman, Curriculum Chair will provide the latest Curriculum Roster to the Curriculum Specialist for future reference and accurate meeting reports.

Curriculum Changes

Templates are different from previous forms, more specific areas, faculty time and hours are to be filled out. Course objectives may vary and do not need to be 10. Our local standards ask

for at least 8. Specific areas on template finding issues, forms are different from previous forms, Kyri or Karen can provide help. See Jamie Rodriguez or Tanesha Young for help with C-ID.

B. VP of Academic Affairs – Karen Kane

VP Kane requested that the minutes reflect how proud she is in the collective efforts of faculty and staff. Specifically, she thanked the peer reviewers for working tirelessly; Tanesha and Jamie and their work on the curriculum consent agendas; the Deans for keeping track of the faculty and what courses are submitted and what is left to be done; Beverly, Nance and Kyri for their leadership and Heather Minehart and Lisa Holmes for the work they are doing with the schedule.

Announced and encouraged attendance at the faculty forum taking place October 6, 2018 from 8:30am to 1:00pm at the campus Performing Arts Center.

C. Dean of Instruction – Penny Shreve

Nothing to Report.

D. Articulation Officer – Jaime Rodriguez

The Articulation Officer reported that are finishing schedules and working closely with faculty as well as meeting with Tech/Peer reviewers.

E. SLOAC Chair – Jennafer Worland

The SLOAC Chair reminded committee members that they are not taking data this semester, due to focusing on curriculum.

VII. Consent Agenda from Tech/Peer Review Group

It was moved/seconded (Lealofi/Nylander) to approve consent agenda as amended for any courses that listed 54 hours under standard lecture hour. Voting by hands raised; 7 in favor, 0 opposed, 0 abstained. Consent Agenda passed.

VIII. Unfinished Business

A. Report from the Curriculum Committee Institute Attendees

Tabled to next Curriculum Committee meeting scheduled for October 19, 2018.

B. Calendar Dates/Deadlines

VP of Academic Affairs, Karen Kane addressed the need for updated Curriculum calendars with hope to have this completed by Spring 2019, but realistic expectation of Fall 2019. Committee Chair, Kyri Freeman will bring samples.

October 22, 2018 deadline for Priority 1 or 2. If not submitted by this date, courses cannot be scheduled for this Spring. November 5th deadline for Priority 3, new courses. Absolute deadline for anything to be done and submitted is November 19th, 2018.

C. Cross-Listed Course Discussion

Discussion continued as to how and when to change the existing cross listed courses. VP of Academic Affairs, Karen Kane inquired as to why specific courses are currently cross listed. Jaime Rodriguez explained that some courses are actually courses per C-ID and need to be corrected (PSYC/SOCI 12) and others only one cross listed section has a C-ID (CHLD/PSYC 4, with CHLD 4 having a C-ID). Dean of Instruction, Penny Shreve will create a list of current cross-listed courses to Jaime, who will work with faculty to determine what steps to take to correct these issues with the goal to have them done in Priority 1.

D. ADT's

Kyri and Karen led a discussion regarding corrections and opportunities surrounding ADTs. Existing ADT's need to be updated and reviewed with corrected curriculum.

CSU Transfer only/Local degree discussion- If an institution has a local degree and a TMC is created, there is an 18 month deadline from the time released to have an ADT created. (Physical Education/Kinesiology)

Review existing TMC to determine if some of the programs may be beneficial. Kyri recommended that data should be reviewed before deciding to develop a new program.

Certificates and Degrees can begin being reviewed November 20th. Discussions moved to a future agenda item.

IX. New Business

A. Assembly Bill 705

The Academic Senate of California Community Colleges (ASCCC)- AB 705 requires that a college maximize the probability that a student will enter and complete transfer-level coursework in English and math within a one-year timeframe. Counselors cannot recommend, there is no assessment. Pre-requisites for college level math and English are eliminated. Discussions are ongoing as to how to best implement AB705.

Per Karen Kane, previous discovery and data indicates if you put students in college level courses with appropriate support the students are successful. The Basic skills committee has been in talks this previous year as to how to grasp and address the needs of the students; the challenge to address all levels within a course, whether it be a student needing additional support and resources vs a student that is prepared for college level courses. Ideas for discussion included various schedule pattern such as 2 weeks no class; 4 week accelerated math/English course; and 12 week transferable math/English course.

Learning Support Center will support faculty and students. Working with faculty with facilities, and curriculum development. Peer tutors have almost doubled in size to accommodate student support. Computer and digital literacy may be infused and is part of the conversation as well.

The college is actively looking for a professional with a Learning Disabilities Certification to support students and staff with the intent to bring full circle support from student assistance to curriculum building.

B. Reporting out to the faculty regarding Curriculum Meetings/Work

Each of the representatives should be reporting back to their constituency groups.

C. New Distance Education Form

Distance Education Committee approved a new form as previously suggested by the faculty curriculum consultant, Kim Anderson. Voting will take place at the October 19, 2018 meeting. The current form in use was a generic, check the box form, versus the updated form with expanded details and meaning. Discussion about auto graded exams and distance education ensued. Recommendation that no more than 40% of the class be auto-graded to ensure regular, effective contact.

X. Announcements

XI. Future Agenda Items

- More courses to review at the next meeting
- OER
- Report from the Curriculum Committee Summer Institute

XII. Adjournment

The meeting was adjourned at 11:29 a.m.

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING MINUTES

October 19, 2018 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

The meeting was called to order at 10:05 a.m.

II. Roll Call

Voting Members Present: Ibrahim Aboud, Rudolfo Duque, Lilia Franco, Kyri Freeman, Apineru Lealofi, Vincent Lovato, Susan Nylander, Jaime Rodriguez, Jennafer Worland, Joseph Williams

Non-Voting Members Present: Tim Botengan, Heather Brang, Karen Kane, Felicia Martinez, Jonathan Robles, Penny Shreve, Sandi Thomas

Members Excused: Carole Blake, Heather Minehart
Members Absent: Melissa Matteson
Guests: Nance Nunes-Gill, Eduardo Vasquez

III. Approval of Agenda

The agenda of October 19, 2018 was approved.

IV. Approval of Minutes Motion

The minutes of October 5, 2018 was approved.

V. Opportunities to Address the Committee

Kyri Freeman announced that while the current and past Curriculum Committee Minutes have always been updated onto the I drive, the Committee Minutes will ultimately be published on the new campus website with the option of adding them on to Canvas.

VI. Reports

A. Curriculum Committee Chair – Kyri Freeman

COR Submissions

Curriculum Committee Chair, Kyri Freeman has been reviewing the COR's submissions, sharing with the committee that Nancy Olsen had been working on a spreadsheet to easily access information as to where a course is within the COR process. Kyri mentioned that an area of confusion for many, was regarding keeping COR's within the folder, titled, "Submissions That Have Not Been Looked At". Kyri reminded everyone that this does not mean that a submission has not been looked at, it is so an original submission is on record as the documents within that location do not get moved out of that folder. If you want to know if a submission has been looked at you can reach out to your peer reviewers. Jaime Rodriguez has a record of the submission progress and will send her spreadsheet to Kyri, Penny and Karen.

B. VP of Academic Affairs – Karen Kane

VP Kane made known that outside of the Curriculum Meeting that occurs every two weeks, there is a lot of curriculum work taking place behind the scenes. Meetings have been happening on a regular basis regarding assessment, prerequisites and how it interacts with the different platforms such as Banner, Starfish, SARS. Quality discussions are occurring in relation to AB705 for Math and English, and the pilot programs for Spring 2019 with the 2/4/12 creative scheduling and what happens to the students at various checkpoints.

VP Kane shared that Nancy Olsen had reported that all of the Fall 2018 courses for review are in, meaning everyone is accounted for. It does not mean, that every course has been reviewed, but emphasized great progress with Priority 2 courses currently coming in.

An email of the IEC strategic plan draft will be sent out by the Curriculum and Scheduling Specialist, Heather Brang. This draft is being put out to all of the groups with the idea that everyone will have an opportunity for input, comment. If approved at the December board of Trustee meeting, the plan will be rolled out to the college community for even more input and ideas for implantation.

C. Dean of Instruction – Penny Shreve

All academic Priority 1 courses have been submitted.

D. Dean of CTE – Sandi Thomas

Not present during report.

E. Dean of DE and Learning Support – Tim Botengan

Dean, Tim Botengan reported good things are happening within Distance Education. Ongoing progress with the building of the Teaching and Learning Support Center slated to open in January 2019. The center will also be there to support faculty. Any ideas as to how to help build a center that can better support you are welcomed.

F. Articulation Officer – Jaime Rodriguez

Nothing new to report, but shared that courses that have been approved from the board meeting have begun to be submitted for C-ID.

VP Kane noted that with the Chancellors Office comes October 30th 2018 to provide training individuals on how to input into the COCI. If anyone has any questions they would like to bring forward for the Chancellor training meeting to get in contact with Jaime or Tanesha.

G. SLOAC Chair – Jennafer Worland

Nothing new to report, but expressed that even though they are currently not collecting data this semester, they are still committed to getting the SLO's on a two-year cycle.

VII. Consent Agenda from Tech/Peer Review Group

It was moved/seconded (Nylander/Worland) to approve the consent agenda of October 19th 2018 (Passed, 9, 0, 0).

VIII. Unfinished Business

A. Report from the Curriculum Committee Institute Attendees

Members were presented with a PowerPoint presentation provided by attendees of the 2018 Summer Curriculum Institute. Breakouts information sessions covered:

- AP705
- GP/Guided Pathways
- Articulation
- Knowledge and Connection Curriculum.

VP Karen thanked the conference attendees for sharing what they experienced at the conference.

Additional questions regarding the 2018 Curriculum Institute can be forwarded to Penny Shreve.

B. Calendar Dates/Deadlines

Motion to discuss curriculum calendar format moved/seconded (Rodriguez/ Franco)
Kyri discussed possible curriculum calendar examples from San Bernardino Valley College and Chaffey College. Examples of each calendar were provided to the Curriculum Committee for review.

Curriculum Committee Chair called for a vote choosing upon general consensus that the committee appeared to favor the San Bernardino Valley College calendar, but integrate the use of the visual calendar that Chaffey College utilizes. (Passed 9,0,0)

C. New Distance Education Form

Given the current situation, the suggestion was made that if the new DE form was approved, implementation would be pushed back until Fall 2019.

It was moved/seconded (Nylander/Rodriguez) to approve the new DE form for a second reading. Discussion was that the current DE form is sufficient until further review. Members felt the new DE form was not necessary. (Motion denied 0,9,0)

IX. New Business

A. Open Educational Resources - OER

Discussion began as to how to move forward as a campus to bring more open educational resources to courses for students and faculty. Dean, Tim Botengan suggested a possible OER committee. Kyri proposed additional research as to how other colleges are implementing their OER programs. VP Kane will provide links to example websites to the Curriculum and Scheduling specialist to further share with the committee.

B. AB/BP Updates

No update at this time

X. Announcements

- Potential additional curriculum committee meeting could be added to the calendar November 30.

XI. Future Agenda Items

- Curriculum Handbook
- AP/BP updates
- Materials Fees
- OER
- Enrollment Management Committee

XII. Adjournment

The meeting was adjourned at 11:34 a.m.

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING MINUTES

November 2, 2018 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

The meeting was called to order at 10:11 a.m.

II. Roll Call

Voting Members Present: Carole Blake, Lilia Franco, Kyri Freeman, Apineru Lealofi, Vincent Lovato, Melissa Matteson, Jaime Rodriguez, Joseph Williams, Jennafer Worland

Non-Voting Members Present: Tim Botengan, Heather Brang, Karen Kane, Heather Minehart, Jonathan Robles, Penny Shreve, Sandi Thomas

Members Excused: Ibrahim Aboud, Rudolfo Duque, Susan Nylander, Felicia Martinez
Members Absent:
Guests: Richard Alvarez, Lisa Holmes, Danielle Jeffers, Tanesha Young

III. Approval of Agenda

Curriculum Committee Chair, Kyri Freeman removed herself as chair to be able to pull item VII from the agenda for further discussion. Melissa Matteson, volunteered as temporary chair for this portion of the meeting. Agenda of November 2, 2018 was approved as amended. (7,0,0)

IV. Approval of Minutes Motion

The minutes of October 19, 2018 was approved. (6,0,0)

V. Opportunities to Address the Committee

VI. Reports

A. Curriculum Committee Chair – Kyri Freeman

Peer Review and Best Practice

Kyri reminded the peer reviewers if you are reviewing a course outline of record that was not created by the full time faculty and changes are being made, those communications and questions should be carbon copied to the full time faculty teaching that course. Best practice is to make sure everyone is aware of what changes are occurring and that there are no surprises after approval.

B. VP of Academic Affairs – Karen Kane

Chancellor Office Training Visit - Curriculum Inventory (COCI)

Two visiting chancellor office representatives provided technical training on how to upload our

approved courses into the Chancellor Office Curriculum Inventory (COCI). The upload will not be as easy as anticipated, as we need to upload courses on top of the courses already there. We cannot create new courses, unless it is absolutely a new course with a new control number. As a result, there will be a lot of back and forth that will need to occur with the Chancellor's Office.

VP Kane thanked everyone who was in attendance of the training. Going forward there will be a number of people who will have a reasonable understanding of how to upload to the COCI.

C. Dean of Instruction – Penny Shreve

COCI chancellor state training went well. Priority courses are up; Priority 2 courses almost done. If any peer reviewer is having problems getting a response from anyone please carbon copy her in communications.

D. Dean of CTE – Sandi Thomas

Continuing work building additional courses. Thankful for the support with the COR's.

E. Dean of DE and Learning Support – Tim Botengan

Caninnovate

The Caninnovate online conference event was successful with over 2000 participants attending from up and down the state.

Faculty Canvas Training

An additional 11 faculty took part in Canvas training, making a total of approximately 101 faculty that have completed the Canvas class and are Canvas certified. This class will be offered every semester.

Workshops and Classes

Spring 2019 will offer various classes and workshops that will be offered via Online, Hybrid and face to face methods on subjects such as ConferZoom, Integrated Rubrics in Canvas, New Canvas Gradebook more.

Upcoming Conferences

Digital Learning Day is June 28, 2019

Online Teaching Conference, June 17-June 19 in Anaheim, CA. If you are interested in attending please see Dean Botengan.

Tutoring/ Student Help

Learning Support Services continues to see an increase in students coming through and getting help. A total of 2003 students were seen for the month of October. Of those 2003 students, 306 were tutoring sessions for a total 282 hours of tutoring. Out the 282 hours of tutoring, 55% were math related, 13% English/Reading related and the rest were a combination of remaining subjects.

November 16, 2018 from 2-4:30pm will be a student worker and staff training session to walk through the available resources available at the Learning Resource Center. All are welcome.

F. Articulation Officer – Jaime Rodriguez

3 courses in C-ID were approved - ADJU 3, ADJU 4, ADJU 5

G. SLOAC Chair – Jennafer Worland

Nothing to report

VII. Consent Agenda from Tech/Peer Review Group

Motion introduced by Melissa Matteson, moved/seconded (Lealofi/Franco) to approve the

consent agenda.

Kyri Freeman requested the following courses be pulled from the Consent Agenda for discussion:

- Item XXV., GEO1L, page 3 of the consent agenda
- Item XLIII., PHSC 2, page 4 of the consent agenda

Consent agenda of October 19, 2018 excluding, GEO 1L, PHSC 2. (Passed, 6,0,0)

Kyri Freeman discussed the concern of voting on course changes with the current full time faculty who teaches GEOL 1L currently on leave and who had strongly conveyed to her and others a strong objection to this course being taught via distance education. K. Freeman, herself, is not against approving a course for DE but because the instructor is not present, she ideally would like to revisit when the full time faculty returns from leave, or if they do not return, in the future.

A letter was presented to the committee written by Dr. Beverly Ranny regarding Scott Bulkley's classes. (The letter read to the committee is attached.)

Discussion ensued:

-Curriculum Chair, Kyri Freeman, expressed concern that this could set a dangerous precedent in the absence of a full time faculty member who opposes a change.

-Dean Shreve pointed out that current enrollment in GEOL 1L has been low and should be cancelled, emphasizing the need to find ways to improve enrollment. DE could be that solution.

-Jaime Rodriguez shared that multiple institutions are offering similar lab classes online allowing students from various areas.

-Dean Thomas stated that it is the 21st century and students would like some of these classes online using the example that CTE, Welding, Electrical, Cosmetology are showing higher numbers by utilizing online options.

-Joseph Williams agreed to put the course through for enrollment purposes but agrees and understands Kyri Freemans concern with the full time instructor not in attendance.

-Apineru Lealofi stated that San Bernardino Valley offers this course online; therefore, it is doable if we want to offer it in another format.

-Dean Botengan strongly supported with the emailed letter by Dr. Ranney, stating his experience in distance education, and that the technology is available. The instructor is not here, and there is no way to know how long he will be out. Concerned about preventing students in taking the course and wants to help students wherever they may be, and that it is on us to figure out how to do that.

-Vincent Lovato does have concerns of a precedent, because of the current situation.

-VP Kane made note that voting for this course on the consent agenda only means that we have the ability to offer it online, not meaning it must be offered online. It will give it the opportunity to be offered in another format.

It was Moved/Seconded (Lealofi, Lovato) to move forward as written on the consent agenda Item XXV., GEO1L (7,0,0, Passed)

It was Moved/Seconded (Rodriguez, Williams) to move forward as written on the consent agenda Item XLIII., PHSC 2 . Kyri Freeman discussed the concern of voting on course changes

with the current full time faculty who teaches PHSC 2 currently on leave and who had strongly conveyed to her and others objection to this course being taught via distance education. (7,0,0, Passed)

VIII. Unfinished Business

A. OER Discussion

Nance Nunes-Gill, BCC's academic senate president, along with Rudolfo Duque, Eduardo Vasquez are not currently present at today's curriculum meeting as they are attending the 2018 Fall Academic Senate Plenary. One aspect of the Plenary involves voting on resolutions that come in statewide. One of the resolutions that is coming up for a vote has to do with OER and colleges establishing a point of contact. Come next curriculum meeting, Nance will be able to talk through how the college may want to establish if the Senate statewide votes in a way that says that is something Senates should do.

Dean Botengan elaborated on all the ongoing work that is going on with other colleges with OER. There is a page created within the Curriculum canvas shell that lists OER resources.

Future agenda item, and further discussion when Nance returns from the Senate Plenary and faculty have time to do research whether it being within the links put into canvas or outside research.

B. AP/BP Updates Program Discontinuance

Tabled for future agenda

IX. New Business

A. Strategic Plan

VP Kane, and the Director, Research Development & Planning, Lisa Holmes discussed Strategic Plan updates. Everyone within the college including students should have received a draft copy of the strategic plan. There will be opportunities as an individual and/or as a member of a committee to provide input. Goes to the board at the November 19 meeting and to the Chancellors office by November 21. From there, the college will then need to figure out how to rollout and implement, with the goal to make this a living plan with the idea that we must work the plan to achieve the results.

<u>Four priorities to the plan:</u>

Priority One: Curriculum and onboarding, moving and transition the student out.

Priority Two: Outward looking involves economic development, workforce development, strong workforce, CTE, Military population, Adult Education

Priority Three: Building community, Professional development, looking at the organization, making sure everyone feels valued including the students, questioning how do we promote a better Barstow internally.

Priority Four: Infrastructure, Buildings, Technology, Planning and Processes.

B. Teaching Learning Support Center

Dean Botengan gave a progress update regarding the development of the Teaching Learning Support Center at the LRC. Right now, working on trying to get full time faulty coordinator stating the importance of it needing to be faculty driven. A presentation to proposed floor plan changes that will become the Teaching and Learning Support Center was given.

The TLSC will providing professional development to faculty and tutors.
Bridge courses for math and English are currently being built and are on the agenda for

today for additional discussion. Enrollment Management, IT among others are developing the process for the use of Starfish and SARS to track students. Working with Robbie Evans at Fort Irwin to mirror same or similar support services at Fort Irwin

Kyri Freeman announced an upcoming November 16, 2018 training and presentation session for all tutors and academic support on library resources. All are welcome.

C. Schedule of Classes

2/4/12/Student Centered Scheduling

Data was reviewed to how best support the Math and English changes due to AB705. Special sequences were created to provide extra support to get students into the college level based on the number of students that were in below English 50 and below Math 55. Sections created in the mornings, afternoons, MF/TR, balancing the English with the Math offerings building the rest of the classes around.

Script being developed for calling the students, targeting the lower levels students for Fall anyone that falls within the Recommend/Strongly Recommended needing support (based off the multiple measures that are run)

12 week sections created that did not have bridge course as well as a second 9 week lower level course for students to fall out into once students are in the 12 week session and it becomes apparent that student needs additional help.

Data was reviewed on what courses were being over and under offered, time blocks were cleaned up and overlaps limited to better balance and provide more opportunity for students.

VP Kane thanked Heather Minehart and Lisa Holmes for their appreciated scheduling work.

D. ACCT 1 – Principles of Accounting

Motion to approve ACCT 1 was moved/seconded (Blake/Worland)

Kyri inquired about the approval of ACCT 1, when ACCT 1A and ACCT 1B were just previously approved.

Jaime Rodriguez explained the discovery that ACCT 1A/ACCT1B did not meet C-ID requirements and at the time, the approval had to be pushed through as both ACCT 1A/ACCT1B were currently being offered. Joseph Williams further elaborated that the course had been split into two, with the idea to break it down to help students not grasping the content. ACCT 1A and 1B will not transfer, it needs to be merged into one course.

VP Kane spoke about how this does not apply to ADTs, and that the perception that our students need to break up ACCT into two semesters points to old thinking. Our students are able, bright and capable and as a result, ACCT 1 is new thinking. If students want to get an Associate degree of transfer, they need to retake ACCT 1, which can be taught Spring 2019. Data needs to be pulled as to how many students have declared business as a major.

ACCT 1 (Passed 8,0,0)

E. SDEV 150

Motion to approve SDEV 150 (Matteson/ Franco)

SDEV 150 is part of the two brand new courses used to satisfy the teaching and learning center. Courses come in as support for the new Spring Math and English schedule pattern to comply with AB 705. These courses are for students to come in to a basic skills laboratory, based on the recommendation of the instructor, opening to all levels and all courses once the TLC is off the ground. Counselors, Math and English have been meeting to discuss best

practice on how students will be placed into a SDEV course. Students cannot bypass counseling. Important to know that for the college to receive state appropriations, students need to have a raised flag, instructors must recommend by doing a Starfish alert, which triggers admissions and records to register the student and the student will be tracked when visiting the TSLC and we can collect apportionment. SDEV 150 is a noncredit, 0 unit, face to face basic skills lab (Passed 8,0,0)

F. SDEV 151

Motion to approve SDEV 151 (Rodriguez /Lovato)
Supervised tutoring. Trained or faculty tutoring trained tutors, more individual or group tutoring. Group, self or instructor recommended. Again, important to know that for us to claim apportionment, the instructor must flag the student in Starfish.
SDEV 151 (Passed 8,0,0)

X. Announcements

Nov 17, 2018 Curriculum Plenary at MT. SAC. Reach out to Nance or Kyri if you would you are interested in attending.

XI. Future Agenda Items

XII. Adjournment

The meeting was adjourned at 11:44am

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING MINUTES

November 16, 2018 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair
The meeting was called to order at 10:05 a.m.

II. Roll Call
Voting Members Present: Carole Blake, Rodolfo Duque, Kyri Freeman, Vincent Lovato, Melissa Matteson, Susan Nylander, Joseph Williams (arrived after first two motions), Jennafer Worland

Non-Voting Members Present: Tim Botengan, Karen Kane, Jonathon Robles, Penny Shreve, Sandi Thomas

Members Excused: Jaime Rodriguez, Heather Brang, Felicia Martinez, Heather Minehart
Members Absent: Ibrahim Aboud, Lilia Franco, Api Leolofi
Guests: Nance Nunes-Gill, Tanesha Young

III. Approval of Agenda
The agenda of November 16, 2018 was approved (6,0,0)

IV. Approval of Minutes Motion
The minutes of November 2, 2018 was approved (6,0,0)

V. Opportunities to Address the Committee
Vince Lovato addressed the committee with a review of Robert's Rules of Order. As part of the presentation, there was a brief overview as to why parliamentary procedures are important for meetings as well as the main motions used within Robert's Rules.

Highlights:

- Parliamentary procedures provide a protection of rights when we have decision making processes. Protecting not only the majority, but also the minority, as well as protecting the rights as an individual member and the rights as a collective body, thus ensuring a fair opportunity for every member to speak.

VP Kane spoke about the Brown Act, and its use for transparency to the public. Using both the Brown Act and Roberts Rules keeps us accountable and organized.

VI. Reports

A. Curriculum Committee Chair – Kyri Freeman

The work on curriculum continues.

B. VP of Academic Affairs – Karen Kane

VP Kane thanked tech/peer reviewers, Nance Nunes-Gill, the Deans, Tanesha Young and Jaime Rodriguez for their continued hard work.

Deadlines

The final deadline for first and second priority CORs is Monday 11/19/2018. New courses will be reviewed Spring 2019.

Two-year plan courses

Need an overall look at how many two-year plan courses have not been offered in Spring/Fall 2018 that we need to put through peer review, new courses to go through tech review.

C. Dean of Instruction – Penny Shreve

Nothing to report

D. Dean of CTE – Sandi Thomas

A lot of CORs have been completed and others are being worked on.

E. Dean of DE and Learning Support – Tim Botengan

Over 200 hybrid/online courses scheduled for spring. A new file will be added to the curriculum Canvas page that will include completed CORs. Instructors utilize the CORs to plan for their courses, and with less than 20 workdays until the new semester, time is getting down to the wire. Syllabi can be created based on CORs that have passed curriculum. VP Kane emphasized avoiding utilizing anything that was old or within CurricUNET.

Canvas training for 26 faculty members is taking place now with Nance Nunes-Gill and Beverly Ranney at the reins.

F. Articulation Officer – Jaime Rodriguez

Absent

G. SLOAC Chair – Jennafer Worland

Last SLOAC committee meeting focused on non-instructional outcomes

VII. Consent Agenda from Tech/Peer Review Group

It was moved/seconded (Lovato/Nylander) to approve the consent agenda of November 16, 2018 (7,0,0, Passed)

VIII. Unfinished Business

A. OER Discussion

Dean Botengan is updating the OER course information on Canvas so that faculty who are interested in patterning their courses after those using OER may do so. There is a need for a faculty liaison to connect with OER for our campus. The curriculum committee supports OER and moves the item to the Academic Senate.

B. Teaching and Learning Support Center

Dean Botengan said new furniture has been ordered and new computers are being ordered today.

C. Schedule of Classes Update

VP Kane gave a schedule of classes update stating the schedule has been designed differently for Spring 2019, and is more student centered. The TR 7:30 am classes are filling well. The schedule is built to grow and to move students through to degree/transfer in two years if they take 15 units/semester.

IX. New Business

No new business

X. Announcements

Curriculum Committee Chair, Kyri Freeman clarified that right now, tech and peer review is being treated as one body. In the future, items will go through tech review before they go on to the consent agenda and the tech reviewers will be a separate committee. For this current semester, to deal with the unique situation, tech and peer review has been merged. There is no separate review, in the future that will be different, but for the time being, peer and tech review is one entity.

XI. Future Agenda Items

No future agenda, but the 11/30/2018 special meeting will continue to be penciled in and Curriculum Chair, Kyri Freeman will alert committee members if meeting will take place, otherwise all members should plan to attend the final meeting of the semester on December 7, 2018.

XII. Adjournment

Motion to adjourn: Lovato/Worland
The meeting was adjourned at 11:01 a.m.

COMMITTEE ON CURRICULUM & INSTRUCTION MEETING MINUTES

December 7, 2018 10:00 A.M., B6

Empowering Students to Achieve Their Personal Best Through Excellence in Education.

I. Call to Order: Kyri Freeman, Curriculum Committee Chair

The meeting was called to order at 10:02 a.m.

II. Roll Call

Voting Members Present: Carole Blake, Rudolfo Duque, Kyri Freeman, Apineru Lealofi, Vincent Lovato, Melissa Matteson, Susan Nylander, Jaime Rodriguez, Joseph Williams, Jennafer Worland

Non-Voting Members Present: Tim Botengan, Heather Brang, Karen Kane, Penny Shreve

Members Excused: Felicia Martinez
Members Absent: Ibrahim Aboud, Lilia Franco, Heather Minehart, Jonathan Robles, Sandi Thomas
Guests: Paul Courtney, Nance Nunes-Gill, Tanesha Young, Eduardo Vasquez

III. Approval of Agenda

The agenda of December 7, 2018 was approved

IV. Approval of Minutes Motion

The minutes of November 16, 2018 was approved

V. Opportunities to Address the Committee

Vince Lovato addressed the committee with a review of Robert's Rules of Order. Presentation highlights below:

- Hierarchy of Motions
- The 3 steps of Making a Motion
    1. Making a Motion; "I move" followed by "I move the adoption of the following resolution"
    2. Seconding a Motion; "I second" or "Second"
    3. The Stating of the Question by the Chair; "It is moved and seconded that/to" (repeating clearly the exact motion)
        - Discussion and debate can begin
        - If no debate and/or discussion has concluded, voting can commence

VI. Reports

A. Curriculum Committee Chair – Kyri Freeman

Curriculum Committee Chair, Kyri Freeman announced that todays consent agenda represents the last of the large consent agendas to go through the committee after a long semester of hard work. Almost all the courses that are actively being taught on an every year rotation have been moved to the new form and updated. Next step will be inputting all of the COR's into the COCI and submitting to C-ID

B. VP of Academic Affairs – Karen Kane

VP Kane hopes that the entire curriculum committee as well as the tech & peer reviewers are extremely proud of themselves for the amount work that was accomplished this semester stating we could not have gotten where we are today without everyone's collective effort.
Very proud of the faculty, the curriculum committee, reviewers, Tanesha Young and Jaime Rodriguez, Kyri Freeman, Nance Nunes-Gill and Beverly Ranney.

C. Dean of Instruction – Penny Shreve

We made it. Thank you for your hard work

D. Dean of CTE – Sandi Thomas

Thank you for the hard work. CTE instructors looking forward to guided pathways.

E. Dean of DE and Learning Support – Tim Botengan

<u>Update on AB705 Preparations</u>

There is a good plan in place with how we will be approaching the Math 194 bridge courses leading into the Math 5 courses. Looking forward to meeting with the English instructors for those courses as well, hopefully before the end of the year.

VP Kane wanted the faculty to know that there is a lot of discussion around supporting the faculty in this effort. Recognizes the amount of work that took place to design this pilot program and wants them to know that at any time, if you feel overwhelmed to call your Deans, you can call her for support and that there are people here for you. Along with all the other work, Math and English should be very proud to have stepped up, jumped in and did it. Very proud.

F. Articulation Officer – Jaime Rodriguez

As of November 21st, priority has been to upload the newer courses to ASSIST which in turn allows proposals to be submitted for IGETC, CSU & GE patterns. C-ID courses have been submitted, and a few additional courses have been approved.

G. SLOAC Chair – Jennafer Worland

The recent meeting continued to discuss Non-instructional outcomes and eLumen training. Priority being to clean up the work here within Curriculum, so that it can cleanly go into eLumen.

Curriculum Chair, Kyri Freeman stated that additional training for eLumen will be coming in the future.

VP Kane, reminded everyone that faculty will not be creating or building in eLumen for awhile, and that they will need to utilize the same form, as a new process is created.

VII. Consent Agenda from Tech/Peer Review Group

Motion to amend the December 7, 2018 consent agenda by adding BCCT 54 as an additional course. (Young/Williams) (9,0,0, Passed)

VP Kane stated that, Vincent Lovato noted some of the courses he reviewed are not on the agenda. In this specific case in regards to Vincent's inquiry, there was a reason as to why his courses were not on the consent agenda and the faculty were aware, but in general if at any time you see this occurs, please reach out to whoever is putting the consent agenda together to inquire.

It was Moved/Seconded (Lealofi/Nylander) to approve the December 7, 2018 consent agenda as amended. (9,0,0 Passed)

VIII. Unfinished Business

IX. New Business

A. Curriculum Process Update - Kyri Freeman

Mass upload of updated curriculum will begin being updated into the COCI.

We will be housing the completed COR's within Canvas. If any faculty member does not know how to access or utilize Canvas, please reach out to a fellow faculty member or Tim Botengan

There will be work over the next few weeks to move the course outline of record into one folder, where faculty can easily reference. With the extensive amount of work being done, there are various folders, where there is potential for confusion. One of the folders needs to be renamed, or clearly identified. There was discussion regarding whether Nancy Olsen had created a folder(s). We can reach out to Nancy Olsen and invite her to January's curriculum meeting so she can explain to faculty how to find a completed course.

B. Courses Not Taught in Fall18/Spring19 Process

Courses that are not new, have already been taught but have not been currently scheduled will continue to go through the same peer review process. Priority 3 courses will be looked at next semester and will follow the same peer review procedure.

Starting in January 2019, there will need to be a review of who is part of tech review vs. peer review. New courses will go through the tech review process.

Beginning in the New Year, the curriculum committee is going to have to create and approve various forms for new courses, assessment methods etc.

C. Looking Forward: Program, Certificate, Degree Programs

Looking forward as part of this curriculum reset, we will be reviewing courses and looking at where they belong within degree programs.

Missing C-ID certifications, courses not within the majors and pathways that they should be. Faculty will be needing to look at their courses. Example: A logic course reviewed is not within any majors. Courses should belong in more places than they currently are, getting them the certifications they should have, they will have higher enrollment, and our students will have

more opportunities for success

Procedures will need to be created as to how to best be able to go through that process. This will be further discussed at the January 2019 faculty retreat.

D. Faculty Retreat – January 25-26, 2019

Topics to look forward to:

- Retreat held on campus
- Pathways discussions
- Program SLO's

*More information to follow

II. Announcements

VP Kane announced we will be celebrating the work accomplished during the curriculum reset the Friday night of the retreat.

Tanesha Young announced peer reviewers have been assigned new courses to review, new courses will become tech review, but for right now, some new courses may have already been assigned to peer reviewers.

VP Kane needs to know if you are a peer reviewer how many courses do you still have to review that are left over, that did not get reviewed. Going forward Peer reviewers are part of a subcommittee of the curriculum committee. In the Fall of 2019, we will begin peer review of our courses, one of our tasks of the curriculum committee in the Spring will to put all of our courses on a 6 year cycle of review. Peer reviewers will begin reviewing again in the Fall2019/Spring 2020 as we go through a cycle of reviewing. There will be some nitty gritty that need to be looked at.

Curriculum Committee Chair, Kyri Freeman further explained that any new courses programs certificates, major changes are tech review. Peer reviewers ensure on a regular basis a cycle of course review is done, as well overseeing the management of that process of program and course review. Peer review is part of Title 5 language and a component of accreditation. If a course is not in a routine review, the course is not to be taught.

CTE courses need to be reviewed on a 2-year cycle. Program review is a large and separate process from peer review.

III. Future Agenda Items

New Forms

IV. Adjournment

The meeting was adjourned at 10:54 a.m.