Committee Members in Attendance:

Sarah King (Chair), Corey Marvin (V.P. Academic Affairs), Vivian Baker, Dean Bernsten, Ben Beshwate, Julie Cornett, Cliff Davis, Tom Heck, Annette Hodgins, Jan Moline, Loren Sandvik, Matthew Wanta

Minutes

Presenter: Sarah King

Review: December 5, 2014

Recommendations: None.

Action: Unanimously approved.

EMTC C205 Emergency Medical Technician Refresher

Presenter: Michael Metcalf

Description: Revision/Distance Education

Review: Second

Discussion: The course description and distance education rigor statement recommendations have been completed.

Recommendations: The colon was removed from the last sentence of the course description during the meeting.

Action: Unanimously approved for a final review.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Presenter</th>
<th>Description</th>
<th>Review</th>
<th>Discussion</th>
<th>Recommendations</th>
</tr>
</thead>
<tbody>
<tr>
<td>INDE C060</td>
<td>Mathematical Applications for Trades</td>
<td>James O’Connor</td>
<td>Revision</td>
<td>Second</td>
<td>All recommendations from the first review have been completed. Removed MATH C040 as a prerequisite. There are no prerequisites and advisories for this course.</td>
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<td></td>
<td><strong>Recommendations:</strong> None.</td>
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<td>Action: Unanimously approved for a final review.</td>
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<tr>
<td>INDE C115</td>
<td>Alternating and Direct Current Power</td>
<td>James O’Connor</td>
<td>Revision/Distance Education</td>
<td>First</td>
<td>This course is replacing RET C115.</td>
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<tr>
<td></td>
<td><strong>Recommendations:</strong></td>
<td></td>
<td></td>
<td></td>
<td>- Proposal Justification: Add more detail and justification for changing from RET to INDE.</td>
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<td></td>
<td>- Description: Correct grammar as suggested.</td>
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<td></td>
<td>- This course introduces students to the basics of direct current (DC) and alternating current (AC) electricity. Students gain a broad understanding of the physics of current flow, circuitry, isolation and grounding, and what causes arcing as circuit parameters change. Students gain hands-on experience in the application of these concepts and apply safe practices to wire circuits and to troubleshoot faults.</td>
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<td></td>
<td>- Student Learning Outcomes: SLO's #1 &amp; #4 need periods at the end.</td>
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<td>- Units: It was questioned why this course is four and not three units. Jim will check with the area expert to verify the units listed.</td>
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<td>- Program: Please note if the units change for this course, the program and certificate will need to be revised.</td>
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<td>- Distance Education: Indicated Hybrid in error. Will remove.</td>
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<td>- Need to bring RET C115 being replaced forward for deletion.</td>
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<td>- Textbook: If there is a new edition, please indicate the new version. Texts listed cannot be more than five years old.</td>
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</table>
Action: First review unanimously approved.

Industrial Technology Associate of Science Degree

Presenter: Jim O’Connor
Description: Modification
Review: Second
Discussion: INDE C115 is part of this program and has not received a final review.
Recommendations: Pending review for final approval of INDE C115.
Action: Second review has been deferred for course approval,

Industrial Technology Certificate of Achievement

Presenter: Jim O’Connor
Description: Modification
Review: Second
Discussion: INDE C115 is part of this certificate and has not received a final review.
Recommendations: Pending review for final approval of INDE C115.
Action: Second review has been deferred for course approval,

ADMJ C105 Concepts of Criminal Law

Presenter: Jarrod Bowen
Description: Update
Review: Single Review
Discussion: This is an update to the textbook only. The new text has more resources and richer content. The Power Point presentations promote student
discussion. The new textbook is available at a lower cost to the students than the current text.

Recommendations: None.

Action: This is a single read. Unanimously approved.

ADMINISTRATION OF JUSTICE COURSES

- ADMJ C111 Principles and Procedures of the Justice System
- ADMJ C202 Field Training Program
- ADMJ C211 Concepts of Enforcement Services
- ADMJ C215 Patrol Procedures

Presenter: Jarod Bowen

Description: Deletions

Review: First

Discussion: These courses were reviewed and discussed with the area advisory committee. These courses are all out dated and the new material is currently covered in other courses.

The department will also be bringing the Administrative of Justice Certificate of Achievement forward for deletion.

Recommendations: None.

Action: First review unanimously approved.

HEALTH CAREERS COURSES

- HCRS C068 Medical Assistant Clinical Externship
- HCRS C101 Vocational Nursing: Medical-Surgical Nursing I

Presenter: Annette Hodgins

Description: Deletions

Review: First

Discussion: These courses are no longer relevant in the area. With the C-6 grant, new courses have been created with up to date information to replace these courses.
Recommendations: None.

Action: First review unanimously approved.

CIC BUSINESS

❖ Prerequisite Process and Statistical Review

Discussion: The prerequisite process went forward to the Academic Senate and was approved. Will consider to start using the new form next fall.

Thank you to Cliff Davis for putting this together.

❖ AA/AS for Transfer Degree Update

Discussion: The State Chancellors office sent a note regarding the AA/AS-T degrees. A deadline of June 30, 2015 had been set to deactivate any Associate Degree for Transfer (ADT) with courses that had not been C-ID approved. The State is behind on reviewing and completing C-ID course approvals and has removed this deadline.

Effective July 1, 2015 all courses listed in an ADT proposal submitted to the State must have C-ID approval prior to submission of the program.

❖ Associate Degree for Transfer Progress Toward 100% Goal

Discussion: We have exceeded the State Chancellors office ADT goal to change our standard degrees to ADT’s available.

The Computer Science AS-T will not be approved by the State due to too many units.

There is a concern in two years, courses will be going into an online portal. Students will take the three unit classes rather than the same class at four units. This is something departments need to consider and look at the standard unit value of courses statewide.

Our Chemistry area will not have an ADT available for students. This is a department decision, especially since most of their students transfer to a UC. It is not required for us to create a Chemistry AA-T since we do not have a standard Chemistry degree on file.
CurricUNET Update

Discussion: There will be a META meeting next week. Only the Curriculum Chairs are invited. Other faculty members need to be included, especially for learning outcomes, assessments, and distance delivery.

There have been some research into other learning outcome programs for use. There is not a lot available. Course Leaf is one that is being reviewed. But a software change is still under consideration.

Next Meeting: Friday, February 20, 2015 in LRC Room 631 & via CCCConfer

Adjournment: Time: 9:45 A.M.

Note taker: Magi Mauldin