# Coastline College Curriculum Committee Minutes

09/13/2019, 1:30 to 3:40 pm

College Center 4th Floor Conference Room

**Committee Mandate: *To approve College curriculum.***

Participants/Members: X = present, EXC = excused, ABS = absent

| Name | Discipline or Area | Through Spring of: | Attendance |
| --- | --- | --- | --- |
| Alves, Mitchell | At-Large | 2022 | ABS |
| Barnes, Stephen | Career Programs | 2020 | X |
| Blair, Shelly | Dean; Innovative Learning | Not Applicable | ABS |
| Bridges, Stephanie | English/Humanities | 2022 | X |
| Cao, Thomas | Mathematics | 2022 | X |
| Chapman, Cheryl | Computer Technology | 2022 | X |
| Curry, Fred | At-Large | 2021 | X |
| Devine, David | At-Large | 2020 | EXC |
| Emerson, Dana | Dean; Westminster, Le-Jao Campus | Not Applicable | ABS |
| Evangelista, Amy | Counselor | 2022 | X |
| Harrison, Nate | Manager, Military | Not Applicable | X |
| Henry, Deborah | At-Large, Co-Chair | 2022 | X |
| Holliday, Ann | Special Education | 2022 | X |
| Isbell, Anna | Garden Grove Campus Representative | Not Applicable | X |
| Johnson, Dan | Social Science, Co-Chair | 2021 | X |
| Jones, Nancy | Dean; Garden Grove Campus | Not Applicable | EXC |
| Khan, Mahbub | Distance Learning | 2020 | EXC |
| Levenshus, Joshua | Mass Communications | 2022 | X |
| Lovig, Margaret | At-Large | 2020 | X |
| Montague, Judy | English as a Second Language | 2020 | EXC |
| Mueller, Kate | Vice President of Student Services | Not Applicable | EXC |
| Neal, Tom | Dean; Newport Beach Campus | Not Applicable | X |
| Niehaus, Rachel | Health, Foods and Nutrition, Gerontology, Physical Education | 2021 | X |
| Oelstrom, Jeanne | Business | 2021 | X |
| Ozbirn, Kate | English | 2021 | X |
| Petry, Petra | International Language | 2022 | EXC |
| Rodriguez, Vince | Vice President of Instruction | Not Applicable | X |
| Salcedo, Daniel | Science | 2021 | X |
| Shea, Nora | Librarian | Not Applicable | X |
| Shoro, Natasha | Fine and Applied Arts | 2020 | ABS |
| Weber, Daniel | Articulation Officer | Not Applicable | X |
| Vacant | Associated Student Government Representative | NA | NA |

Guest(s):

Brock, Marilyn (English)

Chard-Yaron, Sharon (Education Department Chair)

Fauce, Steven (Biology, SLOs Coordinator)

Horan, Elizabeth (Library)

Nguyen, Christina (Communication Studies)

Smith, Lara (District, Educational Services)

Warner, Michael (CST, CIS, DGA Department Co-chair)

Recorder: Ann French

## CALL TO ORDER

* 1. Welcome (quorum: 1:33 pm)
  2. Adoption of Agenda

Withdraw item 5.6.5 MATH C146. Course cannot be retired as long as it is still part of a program.

**Motion to Approve: Holliday, Ann (second: Lovig, Margaret). Approved.**

* 1. Approval of Minutes: 4/26/2019

**Motion to Approve: Chapman, Cheryl (second: Levenshus, Joshua). Approved with Bridges, Stephanie and Shea, Nora abstaining.**

## REPORTS

* 1. Articulation Report: Daniel Weber

A C-ID report has updated and made more user friendly. It will be distributed to the committee by email. New C-ID approvals: General Chemistry for Science Majors Sequence A and Introduction to Public Health. The Calculus 2 course has still not been approved. Since it has passed the 45-day threshold we will be seeking approval for the Geology ADT now. With the Chemistry C-ID approval we will be developing a Chemistry ADT. Anthropology will be ready as soon as two ANTH courses are C-ID approved. There are two ADTs that need to be updated. The Biology AS-T and the Child and Adolescent Development AA-T have been State approved which will be published in the catalog addendum in October.

## CONSENT CALENDAR

* 1. Division Curriculum Representative Replacement

Marilyn Fry retired; Scott Davis replaces Division Curriculum Representative in the CurricUNET approval process

* 1. Committee Member Replacement

David Devine withdrew; Marilyn Brock replaces At-Large position for 2019-2020

* 1. BC C012N Keyboarding Basics (Noncredit)

Effective Term: Fall 2019

From To

Course Number C01AN C012N

* 1. BC C013N Keyboarding and Document Formatting (Noncredit)

Effective Term: Fall 2019

From To

Course Number C01BN C013N

* 1. SOC C100 Introduction to Sociology

Effective Term: Fall 2019

Course added to Graduation Requirements-Global and Multicultural Area

* 1. Child and Adolescent Development Associate of Arts for Transfer

Effective Term: Fall 2019

From To

TOP Code 0802.00 1305.10

* 1. Supervision Associate in Arts

Effective Term: Spring 2020

Title: From Management and Supervision: Supervision and Management

Title: To Supervision

From To

Banner Code 3\_AA\_SMGT 3\_AA\_SPRV

* 1. Supervision Certificate of Achievement

Effective Term: Spring 2020

Title: From Management and Supervision: Supervision and Management

Title: To Supervision

From To

Banner Code 3\_CL\_SMGT 3\_CL\_\_SPRV

**Motion to Approve: Holliday, Ann (second: Evangelista, Amy). Approved.**

## DISCUSSION ITEMS

* 1. New Member Training – Dan Johnson (PowerPoint\*)
  2. Add Student Learning Objectives Coordinator to Curriculum Committee

Steven Fauce to be added to the Curriculum Committee as a Standing Member.

The suggestion was made that the SLOs Coordinator be a voting member of the committee.

* 1. Title 5 and Distance Education: Is Separate Course Review Enough?

Read the ASCCC [article](https://www.asccc.org/content/title-5-and-distance-education-separate-course-review-enough). See the revised *DE Addendum Standardized Lang* document\*.

The updated Title 5 language includes student to student contact in regular and effective contact (RSI). Our current DE Addendum includes instructor to student contact but not student to student contact. While it is implicit in the addendum the recommendation was made to create a section that clearly includes student to student contact so that we are following the Title 5 revision. This item will be presented to the Curriculum Alignment Task Force to get the input of OCC and GWC as well. A question was raised about how student to student contact would work in military sections when only one student is enrolled in a particular section.

* 1. Change procedure of approving Course Retirements and Suspensions: add to Consent Calendar

This recommendation is being made to shorten the Curriculum Committee meetings and make them more efficient. This will require that the consent calendar be reviewed before the meeting so that should something need to be pulled it could be done when the agenda is approved. The recommendation was made to include a justification or brief (one word) reason as to why the course is being suspended or retired, i.e., not being offered, obsolete, being replaced, etc.

* 1. Low Cost Textbooks Denotation

There has been a discussion about what would constitute a low cost textbook. Suggestions of $25, $39.99, $40, and half of the average textbook cost were made. If a symbol were employed to identify a low cost textbook it would be specific to a section number of a course, not all sections of a course.

## ACTION ITEMS

* 1. Course Additions: Credit Course

This course has been written to include in the Educational Studies certificate of accomplishment. It will provide teachers with a well-rounded basis for using graphics and social media in the classroom.

* + 1. EDUC C211 Media Literacy Toolkit for Teachers, 3.0 Units

Effective Term: Summer 2020

Semester Length: 54 lecture hours, prerequisite: none; fee: none; grade: letter grade only.

This course provides an opportunity for teachers to integrate social media, video and graphic tools and assessments and teaching strategies into their lessons. Participants may discuss and critically examine social, emotional and practical implications that now shape students' digital media literacy and usage. Learning the various nuances of social media platforms is key in designing effective instructional materials. Using content creation tools such as Canva and video/audio editors, students will create and repurpose digital media in the framework of how media is currently designed, shared, and consumed by students, teachers, and parents.

Originator: Cheryl Chapman

**Motion to Approve: Evangelista, Amy (second: Chapman, Cheryl). Approved.**

* + - 1. Distance Learning Approval Requested for EDUC C211

Internet

Internet/Classroom Hybrid

**Motion to Approve: Lovig, Margaret (second: Curry, Fred). Approved.**

Tabled. Proposal to be returned to the originator for corrections.

* + 1. PHIL C210 Symbolic Logic, 3.0 Units

Effective Term: Fall 2020

Semester Length: 54 lecture hours, prerequisite: none; fee: none; grade: student option.

Logic is the study of argumentation. Symbolic logic focuses on formal, deductive reasoning. In this course, students will learn how to translate arguments from a natural language (in this case English) to symbolic languages. These abstracted arguments can then be manipulated by truth-preserving rules of inference or examined with truth tables.

This course will cover truth-functional logic (TFL) and first-order or predicate logic (FOL), as well as important concepts surrounding logical discourse such as validity, soundness, entailment, and so forth.

Originator: Fredrick Curry

* + - 1. Distance Learning Approval Requested for PHIL C210

Internet

Internet/Classroom Hybrid

**Motion to Table items 5.1.2 and 5.1.2.1: Ozbirn, Kate (second: Holliday, Ann). Approved.**

* 1. Credit Course Revisions: Major

MATH C146 is not being offered any more so the title of this course is being revised.

* + 1. MATH C046 Statistics Pathway

Effective Term: Spring 2020

From To

Title Statistics Pathway 1 Statistics Pathway

See CurricUNET for changes to advisory, description, methods of evaluation

Originator: Lisa Lee

**Motion to Approve: Salcedo, Daniel (second: Bridges, Stephanie). Approved.**

* 1. Noncredit Course Revisions: Major

The hours are being changed so that students could complete both courses in one term.

* + 1. COUN C090N College and Career Preparation 1

Effective Term: Spring 2020

From To

Lecture Hours 55 27

Grading Not Graded P/NP/SP

See CurricUNET for changes to hours, SLOs, objectives, content, assignments, methods of evaluation

Originator: Raquel Michel-Jackson

* + 1. COUN C095N College and Career Preparation 2

Effective Term: Spring 2020

From To

Lecture Hours 55 27

Grading Not Graded P/NP/SP

See CurricUNET for changes to hours, SLOS, objectives, content

Originator: Raquel Michel-Jackson

**Motion to Approve: Bridges, Stephanie (second: Oelstrom, Jeanne). Approved.**

* 1. Credit Course Revisions: Minor

The course is being revised to align with C-ID descriptor.

* + 1. ENGL C133 Introduction to Creative Writing

Effective Term: Spring 2020

See CurricUNET for changes to requisite, textbook, course assignments, DE Addendum

Originator: Kristen Nichols

**Motion to Approve: Weber, Daniel (second: Neal, Tom). Approved.**

Minor revisions to update the courses.

* + 1. FN C170 Nutrition

Effective Term: Spring 2020

See CurricUNET for changes to content, textbooks, DE Addendum

Originator: Laurie Runk

* + 1. HLTH C223 Healthy Aging

Effective Term: Spring 2020

See CurricUNET for changes to advisory, textbook, DE Addendum

Originator: Laurie Runk

**Motion to Approve: Evangelista, Amy (second: Weber, Daniel). Approved.**

* 1. Course Suspensions

Items 5.5.1 through 5.6.4 are being considered together. These courses either obsolete or are no longer being offered.

* + 1. BIOT C110 Overview of Quality Assurance and Medical Devices

Effective Term: Spring 2020

Originator: Deborah Henry

* + 1. CST C237 Cisco Adaptive Security Appliance and Network Security

Effective Term: Spring 2020

Originator: Tobi West

* + 1. CST C238 Intrusion Detection Systems

Effective Term: Spring 2020

Originator: Tobi West

* + 1. CST C390L Network Laboratory

Effective Term: Spring 2020

Originator: Tobi West

* 1. Course Retirements
     1. CST C202 Cisco Router Configuration/CCNA

Effective Term: Spring 2020

Originator: Tobi West

* + 1. CST C203 Cisco Switching/CCNA 3

Effective Term: Spring 2020

Originator: Tobi West

* + 1. CST C206 Implementing Secure Converged Wide-Area Networks/CCNP 2

Effective Term: Spring 2020

Originator: Tobi West

* + 1. DGA C164 Adobe Muse

Effective Term: Spring 2020

Originator: Tobi West

**Motion to Approve: Weber, Daniel (second: Levenshus, Joshua). Approved.**

* + 1. WITHDRAWN ~~MATH C146 Statistics Pathway 2~~

~~Effective Term: Spring 2020~~

~~Originator: Lisa Lee~~

* 1. Program Revisions: Major

Tabled items 5.7.1 and 5.7.2; no one available to present proposals to committee.

* + 1. Management Associate in Arts

Effective Term: Fall 2019

Title: From Management and Supervision: Management

Title: To Management

Banner Code: 3\_AA\_MGMT2

Restricted Elective: Add CIS C100

Restricted Elective: Add CIS C111

Originator: Stacey Smith

* + 1. Management Certificate of Achievement

Effective Term: Fall 2019

Title: From Management and Supervision: Management

Title: To Management

Banner Code: 3\_CL\_MGMT2

Restricted Elective: Add CIS C100

Restricted Elective: Add CIS C111

Originator: Stacey Smith

**Motion to Table: Levenshus, Joshua (second: Evangelista, Amy). Approved.**

This program has been revised to include three courses that had articulation questions when the degree was first developed.

* + 1. Child and Adolescent Development Associate of Arts for Transfer

Effective Term: Spring 2020

List A: Add MATH C104

List A: Add ENGL C143

List A: Add EDUC C210

Originator: Sharon Chard-Yaron

**Motion to Approve: Weber, Daniel (second: Chapman, Cheryl). Approved.**

* 1. Noncredit Program Revisions: Major

This program is being revised to align with the COUN course revisions already considered.

* + 1. College and Career Preparation

Effective Term: Spring 2020

From To

Total Hours 110 55

Banner Code: 3\_NCI\_READI 3\_NCH\_PREP

Originator: Raquel Michel-Jackson

**Motion to Approve: Weber, Daniel (second: Brock, Marilyn). Approved.**

## ADJOURNMENT

* 1. Adjourned at: 3:36 pm

## SUMMARY OF KEY ITEMS DISCUSSED/ACTIONS TAKEN

* 1. Discussions: 5 topics
  2. Course Additions: 1
  3. Course Revisions: 7
  4. Course Suspensions or Retirements: 8
  5. Items Tabled: 3
  6. Program Additions: 0
  7. Program Revisions: 2
  8. Program Suspensions or Retirements: 0

Documents Distributed:

1. Curriculum Committee Meeting Schedule and Submission Guidelines for 2019-2020

Next Meeting: October 4, 2019

Due date for submitting proposals to the agenda: Monday, September 23

\*Attachment

*In accordance with the Ralph M. Brown Act and Senate Bill 751, minutes of the Coastline Curriculum Committee record the votes of all Members as follows: (1) members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.*