

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

Members:

Faculty/Voting

Angela Amaya (Library)
 Kristy Woods (MSEPS)
 Elizabeth Owens (MSEPS)
 Craig Kutil, Chair (MSEPS)
 Marina Lira (Articulation Officer)
 Jill Oliveira (Counseling)
 Michael Sato (A&H)
 Elizabeth Wing Brooks (A&H)
 Marsha Vernoga (BHAWK)
 Paula Schoenecker (SS)
 L. W. Lucas Hasten (CATSS)

Non-voting/Ex. Off. Members

John Armstrong-Absent
 Don Carlson
 Nan Ho
 Amir Law
 Andrea Migliaccio
 Don Miller
 Sylvia Rodriguez-Absent
 Madeline Wiest

Guests:

Peter Kuo, Steven Smith, David Everett, Moh Daoud, Sheena Turner- August, Melissa Korber, Robin Roy

Approved Minutes

1. Call to Order at 2:36pm Craig Kutil, Chair
2. Review and Approval of Amended Agenda Craig Kutil
MSC: Oliveira/Woods/Approved- One Abstention
Amended: Effective Date for CNT 7501 and CNT 7701 changed from Spring 2018 to Fall 2018. CNT 7501, CNT 7701, CNT 8003 updated to have discipline of Computer Service Technology. MSCM 7 updated to have a discipline of Mass Communications or Journalism.
3. Review and Approval of Amended Minutes (May 15th, 2017) Craig Kutil
MSC: Owens/Woods/ Approved- Two Abstentions
Amended: Per Marina Lira "not for major courses" was removed from the sentence "The CSU defined that AP Credit could be awarded in general education areas, not for major courses" in the AP Policy Discussion.
4. Public Comments (This time is reserved for members of the public to address the Curriculum Committee. Please limit comments to three minutes. In accordance with the Brown Act, the Curriculum Committee cannot act on these items.)
5. First Reading of Curriculum Proposals/ Presentations:
 - Courses:
 - **CNT 72 (Cisco Bootcamp Certification Prep- 2 Units, 1.5 Units Lecture, .5 Units Lab)** Modified Course Proposal: SC: O, 4X, DE, **CSU T**. Strongly Recommended: CNT 8001 (with a minimum grade of C), CNT 8002 (With a minimum grade of C), The Equivalent Industry Experience. Discipline: Computer Service Technology. (Start Date: Fall 2018)
 - *Presented by Moh Daoud-* Course modifications include course title, catalog description, units, repeatability (up to four times due to changing industry standards), advisory requisites, measurable objectives, course content, assignments, methods of evaluation, and typical texts. This course will move forward for voting next meeting.
 - **CNT 7501 (Ethical Hacking- 3 Units, 2.5 Units Lecture, .5 Units Lab)** Modified Course Proposal: NSC: O, 1X, DE, CSU T, **C-ID Discipline: ITIS, Course Number: 164**. Strongly Recommended: CNT 52 (with a minimum grade of C), CNT 69. Discipline: Computer Service Technology. (Start Date: Fall 2018)
 - *Presented by Moh Daoud-* Course modifications include course title, catalog description, units, advisory requisites, measurable objectives, course content, methods of

instruction, assignments, methods of evaluation, and typical texts. For the Strongly Recommended of CNT 69 “with a minimum grade of C” will be added. Skills analysis not completed, course will need to be brought back to the committee for a second reading.

- **CNT 7701 (VMware: Install, Configure, Manage- 2 Units, 1.5 Units Lecture, .5 Units Lab)** Modified Course Proposal: NSC: O, 1X, DE, CSU T. Strongly Recommended: CNT 50 (with a minimum grade of C), CNT 55 (with a minimum grade of C), CNT 8001 (with a minimum grade of C). Discipline: Computer Service Technology (Start Date: Fall 2018)
 - *Presented by Moh Daoud-* Course modifications include course title, catalog description, units, advisory requisites, measurable objectives, course content, methods of instruction, assignments, methods of evaluation, and typical texts. Skills analysis not completed, course will need to be brought back to the committee for a second reading.
- **CNT 80.03 (Cisco CCNA3 Scaling Networks- 3 Units, 2.5 Units Lecture, .5 Units Lab)** New Course Proposal: O, 1X, DE, CSU T, C-ID Discipline: ITIS, Course Number: 150. Prerequisite: CNT 8002 (with a minimum grade of C). Discipline: Computer Service Technology (Start Date: Fall 2018)
 - *Presented by Moh Daoud-* This is a new course meant to replace the first half of CNT 62B and maps directly to the approved Cisco Curriculum. Las Positas College is an officially approved Cisco Network Academy. The period will be removed in the course number, as it cannot be entered into Banner and the Curriculum Inventory. The words “or permission of the instructor” was removed from the catalog description, as this can be done through a prerequisite challenge. This course will move forward for voting next meeting.
- **FST FSC1 (Fire Service Conditioning & Physical Agility Development 1- 1 Unit, 1 Unit Lecture)** Modified Course Proposal: SC: GR, 1X, CSU T/GE, LPC GE AA/AS. Discipline: Fire Technology. (Start Date: Fall 2018)
 - *Presented by Craig Kutil/ Steven Smith-* Course modifications include course descriptor (KIN→ FST), course number (FSC→ FSC1), course title, measurable objectives, methods of instruction, assignments, and methods of evaluation, typical texts, and other materials required of students. This course has been housed in Kinesiology (KIN), but was always taught by a Fire Science Instructor. This course will move forward for voting next meeting.
- **GDDM XX (Portfolio Preparation- 3 Unit, 1.5 Unit Lecture, 1.5 Unit Lab)** New Course Proposal: O, 1X, CSU T. Strongly Recommended: VCOM 57 (with a minimum grade of C), VCOM 58 (with a minimum grade of C), VCOM 59 (with a minimum grade of C). Discipline: Graphic Arts. (Start Date: Fall 2018)
 - *Presented by Peter Kuo-* This is a new course designed for students to take prior to the portfolio course (VCOM 60), in order to prepare pieces to be incorporated into their portfolio and get more one-on-one feedback from the instructor. Currently, when students enroll in VCOM 60 they do not have enough work to create a portfolio. There was concern regarding the hours and content, more discussion will be required. This course will not move forward for voting next meeting.
- **GDDM =D (InDesign II- 3 Unit, 1.5 Unit Lecture, 1.5 Unit Lab)** New Course Proposal: O, 1X, CSU T. Strongly Recommended: VCOM 64 (with a minimum grade of C). Discipline: Graphic Arts. (Start Date: Fall 2018)
 - *Presented by Peter Kuo-* This is a new course to continue the content from the InDesign I course. The course will be cross-listed in terms of scheduling with InDesign I. There needs to be more

examples of Typical Assignments on the course outline. This course will need to be brought back for a second reading.

- **MSCM 7 (Introduction to Public Relations-3 Units, 3 Units Lecture)** Modified Course Proposal: NSC: O, 1X, CSU T, C-ID Discipline: JOUR, Course Number: 150. Strongly Recommended: Eligibility for ENG 1A. Discipline: Mass Communications or Journalism. (Start Date: Fall 2018)
 - *Presented by Melissa Korber*- Skills analysis was not completed, course will need to be brought back to the committee for a second reading.
- **VWT 33 (Summer Viticulture Operations- 1 Unit, .5 Unit Lecture, .5 Unit Lab)** Modified Course Proposal: SC: O, 1X, CSU T. Strongly Recommended: VWT 10 (with a minimum grade of C). Discipline: Agriculture Production. (Start Date: Fall 2018)
 - *Presented by David Everett*- Course modifications include catalog description, units, advisory requisites, measurable objectives, methods of evaluation, and typical texts. This course was a three-unit summer course that was too large of a commitment for students, which led to decreased enrollment. As this course is part of the Viticulture AS and Certificate of Achievement this course will not move forward for voting until the viticulture degree and certificate modifications are brought to the Curriculum Committee.

- Deactivations:

- Courses- Craig Kutil explained that these courses are being deactivated per Tom Fuller, as neither course has been offered in many years. These courses will move forward for voting next meeting.

Effective: Spring 2018

- HORT 29: Independent Study, Horticulture
- HORT 81: Home Landscape Design

6. Voting on Curriculum Proposals:

- Courses

- **PSYC 21 (Introduction to Cross-Cultural Psychology- 3 Units, 3 Units Lecture)** New Course Proposal: O, 1X, CSU T/GE, UC T, IGETC, LPC GE AA/AS. Strongly Recommended: PSYC 1 with a minimum grade of C. Discipline: Psychology. (Start Date: Fall 2018)

Motion to APPROVE Course Outlines:

MSC: Woods/Owens/Approved- One Abstention

- GE/ Transfer Pathways:
 - **PSYC 21: Introduction to Cross-Cultural Psychology**- CSU T/GE, UC T, IGETC, LPC GE AA/AS

Motion to APPROVE GE/Transfer Pathways:

MSC: Amaya/Woods/ Approved- One Abstention

- Requisites:
 - **PSYC 21: Introduction to Cross-Cultural Psychology**- Strongly Recommended: PSYC 1 with a minimum grade of C

Motion to APPROVE Requisites:

MSC: Hasten/Vernoga/Approved- One Abstention

7. Discussion Items

- **Committee Charge**

Craig Kutil

Craig Kutil stated that updates to the Committee Charge include small wording changes and formatting, and increasing the number of faculty from each division back to two. The Curriculum Committee previously had two faculty from each division, but when the number of divisions had decreased, it had been changed to one. Our Curriculum Committee, even with two representatives from each division, is much smaller than other colleges some of which have a representative from each discipline on the Curriculum Committee. It was changed so that the two at-large faculty members consist of the articulation officer and the librarian, which can serve as their division representatives if necessary. The Curriculum Committee was ok with the changes. The charge will go forward to the Academic Senate for approval.

- **Training: Program Proposal Process**

Craig Kutil

The new draft Fall 2017 Curriculum Handbook was reviewed including the following topics: program types, program goals, program standards, and program requirements for approval. It was discussed that previously the Chancellor's Office reviewed all curriculum, but now will only be reviewing noncredit, public safety courses, and programs. It was discussed that the College President, VP of Academic Services, Academic Senate President and Curriculum Chair will sign a document stating that we are following the Program and Course Approval Handbook (PCAH).

8. Reports

- **Vice President's Report**- No Report

Don Miller

- **Chair's Report**

Craig Kutil

Craig Kutil reported that Roanna Bennie, as the Interim President, is sharing the curriculum responsibilities with Don Miller Interim, Vice President of Academic Services. He will be attending the Noncredit Taskforce meeting Wednesday, August 30th. We should be able to start putting through noncredit in the near future. He will also be meeting with Roanna Bennie, Vicki Shipman and William Garcia regarding having Student Services award Career Certificates.

- **Articulation Officer's Report**- No Report

Marina Lira

9. Good of the Order

10. Adjournment at 4:27pm

11. Next Regular Meeting (September 18th, 2017)