



LPC Mission Statement

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

LPC Planning Priorities

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

Members:

Faculty/Voting:

Angela Amaya (BSSL)
Akihiko Hirose (BSSL)
Barbara Zingg (STEM)
Elizabeth Owens, Chair (STEM)
Elizabeth Wing Brooks (A&H)
Craig Kutil (Articulation Officer)
Jose Calderon (SS)
Mike Sato (A&H)
Sue Cumbo (PATH)

Non-voting/Ex. Off. Members:

John Armstrong- Absent
Stuart McElderry
Nan Ho
Andrea Migliaccio
Amy Mattern
Erick Bell
Elizabeth David- Absent
Jesus Bravo-Morales- Absent
Jocelyn Santos- Absent
Madeline Wiest
Kristina Whalen

Guests:

Leslie Payne	Collin Thormoto
Lyndale Garner	John Rosen
Shawn Taylor	Nadiyah Taylor
Jason Craighead	Drew Patterson
Debbie Fields	

Draft Minutes

1. Call to Order 2:33pm Elizabeth Owens
2. Review and Approval of Agenda Elizabeth Owens
MSC: Kutil/Zingg/Approved
3. Review and Approval of Minutes (August 31st, 2020) Elizabeth Owens
MSC: Kutil/Zingg/Approved
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/ Presentation:
 - **DE Addendums:**
 - **ASL 2B: American Sign Language IV- FO**
 - *ASL 2B Presented by Craig Kutil-* Follows format of previous ASL courses. No audio transcription, as the entire course will be done in sign language. These move forward for voting.
 - **AUTO A9: Light Vehicle Diesel Engines- FO-E, PO**
 - **AUTO INTR: Automotive Service and Introduction- FO-E, PO**
 - **AUTO L1: Advanced Engine Performance- FO-E, PO**
 - **AUTO L1L2: Smog Level One and Level Two- FO-E, PO**
 - **AUTO L3: Light Duty Hybrid/Electric Vehicles - FO-E, PO**
 - **AUTO P1: Powertrains: Modifications for Performance- FO-E, PO**
 - **AUTO SDR: Specified Diagnostic and Repair- FO-E, PO**
 - *AUTO & NAUT Presented by Elizabeth Owens-* These DE addendums previously came through the committee this semester. Emergency was removed from partially online, as Brian Hagopian found while teaching the courses this semester that partially online would work in a non-emergency situation. These will move forward for voting.
 - **BUSN 55: Business Mathematics- FO, PO**
 - **BUSN 56: Introduction to Management- FO, PO**
 - *BUSN Presented by Drew Patterson-* Courses were previously offered online, just updating the DE information to meet the new standards. DE addendums are standard, and courses are getting ready to be part of the OEI. These will move forward for voting.
 - **ECE 60: Introduction to the Young Child with Exceptional Needs- FO**
 - **ECE 61: Literature for the Young Child- FO, PO**
 - **ECE 78: Language Development- FO, PO**
 - **ECE 79: Teaching in a Diverse Society- FO-E, PO**
 - **ECE 90: Practicum – Supervised Experience- OFI-E, PO-E**
 - **ECE 95: Work Experience- FO**
 - *ECE Presented by Nadiyah Taylor-* ECE 61- FO works well, but PO ideal as students have more interaction with the instructor.

ECE 79- Due to the content of the course, FO would not work in a non-emergency situation.
ECE 90- This course is a teaching practicum, so it would only be done FO in an emergency.
ECE 95- Can be offered FO as students are working at their job sites. Instructors make arrangements to meet with the student and supervisor. These will move forward for voting.

- **ENG 1AEX: Critical Reading and Composition Expanded-** FO, OFI, PO
- **ENG 104: Integrated Reading and Writing II-** FO, PO
 - *ENG Presented by Mike Sato-* ENG 1AEX course is critical for students. Timed in-class assessments are the only item on the course outline that we do not currently know how to complete online. ENG 104 + NENG 204 are a basic skills course, one level below ENG 1A. Course can be offered FO. These will move forward for voting.
- **ESL 24: Advanced Reading and Composition I-** FO-E, OFI, PO
- **ESL 25: Advanced Reading and Composition II-** FO-E, OFI, PO
- **ESL 121A: Intermediate Reading and Writing-** FO-E, OFI, PO
- **ESL 121B: High-Intermediate Reading and Writing-** FO-E, OFI, PO
- **ESL 123: Intermediate Oral Communication-** FO-E, OFI, PO
- **ESL 126: Intermediate Pronunciation and Fluency--** FO-E, OFI, PO
- **ESL 131A: Beginning Reading and Writing-** FO-E, OFI, PO
- **ESL 131B: High-Beginning Reading and Writing -** FO-E, OFI, PO
- **ESL 133: Beginning Oral Communication-** FO-E, OFI, PO
- **ESL 136: Pronunciation and Fluency -** FO-E, OFI, PO
 - *ESL Presented by Leslie Payne-* Partially online would work best for ESL students, to provide extra support and sense of community. Course would only be offered fully online in an emergency. OFI & PO are also preferable for assessment, due to concern with validity of online assessments. These will move forward for voting.
- **HIST 28: History of the American West –** FO
 - *HIST 28 Presented by John Rosen-* Course can easily be offered fully online. Course typically has a wait list. Offering this course FO will allow for more flexibility in offering the course. This will move forward for voting.
- **HORT 51: Fall Plant Material Identification-** OFI-E, PO-E
 - *HORT 51 Presented by Elizabeth Owens-* Horticulture Dept. would not like to offer this course fully online, as students need to do hands-on activities with plant materials. This experience cannot be translated online. Will use protective equipment when on campus in an emergency. This will move forward for voting.
- **HUMN 2: Introduction to Film Studies-** FO, PO
- **HUMN 3: Introduction to Humanities-** FO, PO
- **HUMN 4: Global Cinemas -** FO, PO
- **HUMN 6: Nature and Culture-** FO, PO
- **HUMN 11: Culture and the Arts I: Ancient World to the Renaissance-** FO, PO
- **HUMN 12: Culture and the Arts II: The Modern World-** FO, PO
 - *HUMN Presented by Elizabeth Wing Brooks-* Courses are easy to translate online. Two humanities courses are already offered online successfully. These will move forward to voting.
- **KIN 14: Responding to Emergencies: Comprehensive First Aid/CPR/AED-** FO-E, OFI-E, PO-E
 - *KIN 14 Presented by Jason Craighead-* Remove FO-E. American Red Cross still requires face-to-face skill testing. This will move forward for voting.
- **LIBR 6: Research in Special Subjects -** FO, OFI, PO

- *LIBR 6 Presented by Collin Thormoto*- Lecture course with some discussion, easy to convert online. Hopefully offering the course online will help enrollment. This will move forward for voting.
- **MATH 40: Statistics and Probability** - FO, OFI, PO
- **MATH 107: Pre-Algebra**- FO, OFI
 - *MATH Courses Presented by Elizabeth Owens*- MATH 40 has been previously offered online and is OEI approved. MATH 107 & NMAT 207 are mirrored basic skills courses, only offered in the Math Emporium. Math Emporium is already offered largely online. OFI was selected as students regularly choose when they take assessments. These will move forward for voting.
- **NAUT INTR: Automotive Service and Introduction**- FO-E, PO
- **NAUT L1L2: Smog Level One and Level Two**- FO-E, PO
- **NAUT SDR: Specified Diagnostic and Repair**- FO-E, PO
 - *NAUT Courses Presented by Elizabeth Owens*- See AUTO Courses. These will move forward for voting.
- **NENG 204: Integrated Reading and Writing II**- FO, PO
 - *NENG 204 Presented by Mike Sato*- See ENG 104. This will move forward for voting.
- **NESL 221A: Intermediate Reading and Writing**- FO-E, OFI, PO
- **NESL 221B: High-Intermediate Reading and Writing**- FO-E, OFI, PO
- **NESL 231A: Beginning Reading and Writing** - FO-E, OFI, PO
- **NESL 231B: High-Beginning Reading and Writing** - FO-E, OFI, PO
 - *NESL Courses Presented by Leslie Payne*- See ESL courses. Mirrored courses. These will move forward for voting.
- **NMAT 207: Pre-Algebra**- FO, OFI
 - *NMAT 207 Presented by Elizabeth Owens*- See MATH 107. Mirrored course. This will move forward for voting.
- **PHIL 3: Aesthetics** - FO, OFI, PO
- **PHIL 4: Intro to Philosophy: Knowledge**- FO, OFI, PO
- **PHIL 5: Feminist Philosophy**- FO, OFI, PO
 - *PHIL Courses Presented by Elizabeth Wing Brooks*- Several PHIL courses have been offered successfully offered online. Courses are easy to adapt. These will move forward for voting.
- **POLI 20: Comparative Government** – FO, OFI, PO
 - *POLI 20 Presented by Craig Kutil*- He worked with Paul Torres on this course. In line with course outline of record. This will move forward for voting.
- **RADS 40A: Radiation Safety** – FO-E
 - *RADS 40A Presented by Elizabeth Owens*- She worked with Steve McConnell on this course. Course does not get offered often, so there is a need to offer this course even if there is an emergency so students will be able to complete the program. This will move forward for voting.
- Course Deactivations: Spring 2021 *Presented by Elizabeth Owens*- Courses are no longer being offered per discipline faculty. KIN 25A & AQA were on the sunset list. We have not had students taking MATH 52A & B, as they are not part of a degree or certificate. These courses will move forward for voting.
 - **KIN 25A: Yoga Teacher Training 1**
 - **KIN AQA: Aqua Aerobics**
 - **MATH 52A: Technical Intermediate Algebra for Automotive Technology A**
 - **MATH 52B: Technical Intermediate Algebra for Automotive Technology B**

- Articulation: *Presented by Craig Kutil-* Aki Hirose requested CSU GE Area D: Social and Behavioral Sciences, and IGETC Area 4: Social and Behavioral Sciences was approved. As these patterns have more stringent requirements, we should have these courses in our local GE patterns as well.
 - **SOC 7: Sociology of Sexuality-** AA/AS: Social Sciences and Behavioral Sciences effective F2021
 - New Programs:
 - **Data Analytics Certificate of Achievement** (16 Units Total, Program Goal: CTE, TOP Code: 0702.00 – Computer Information Systems*, Start Date: Fall 2021)
 - *Presented by Debbie Fields-* LaVaughn Hart, Rajeev Chopra & Bill Komanetsky worked together on this program. Many other colleges have similar programs. Still pending LMI, regional outreach & advisory committee review. This will move forward for voting.
6. Voting on Curriculum Proposals
- Modified Credit Courses:
 - **CMST 2 (Oral Interpretation of Literature-** 3 Units, 3 Units Lecture) OP, 1X, DE: FO, AA/AS GE: Communications and Analytical Thinking & Humanities, CSU T/GE: C2, UC T, C-ID#COMM 170. TOP Code: 1506.00 – Speech Communication. SAM Code: E. Discipline: Communication Studies. (Start Date: Fall 2021)
 - **CMST 48 (Activities in Forensics-** 1 Unit, 1 Unit Lab) OP, 4X, DE: FO, AA/AS GE: Communications and Analytical Thinking, CSU T, C-ID#COMM 160B. TOP Code: 1506.00 – Speech Communication. SAM Code: E. Discipline: Communication Studies. (Start Date: Fall 2021)
 - **MUS 17A (Jazz Combo 1-** 1 Unit, 1 Unit Lab) OP, 4X, CSU T, UC T, C-ID# MUS 180. Strongly Recommended: MUS 18A with a minimum grade of C, MUS 6 with a minimum grade of C. Enrollment Limitation: Audition Required. TOP Code: 1004.00 - Music. SAM Code: E. Discipline: Music. (Start Date: Fall 2021)
 - **MUS 17B (Jazz Combo 2-** 1 Unit, 1 Unit Lab) OP, 4X, CSU T, UC T, C-ID# MUS 180. Prerequisite: MUS 17A with a minimum grade of C. Enrollment Limitation: Audition Required. TOP Code: 1004.00 - Music. SAM Code: E. Discipline: Music. (Start Date: Fall 2021)
 - **MUS 18A (Jazz/Pop Piano 1-** 1 Unit, 1 Unit Lab) OP, 1X, DE: FO-E, CSU T, UC T. Strongly Recommended: MUS 21A with a minimum grade of C. TOP Code: 1004.00 - Music. SAM Code: E. Discipline: Music. (Start Date: Fall 2021)
 - **MUS 18B (Jazz/Pop Piano 2-** 1 Unit, 1 Unit Lab) OP, 1X, DE: FO-E, CSU T, UC T. Prerequisite: MUS 18A with a minimum grade of C. TOP Code: 1004.00 - Music. SAM Code: E. Discipline: Music. (Start Date: Fall 2021)
 - **MUS 48 (Improvisation Lab-** 1 Unit, 1 Unit Lab) OP, 4X, CSU T, UC T, C-ID# MUS 185. Strongly Recommended: MUS 6 with a minimum grade of C or MUS 8A with a minimum grade of C. Enrollment Limitation: Audition Required. TOP Code: 1004.00 - Music. SAM Code: E. Discipline: Music. (Start Date: Fall 2021)
 - **NMAT 202C (Just in Time Tutoring for Mathematics-** 1-54 Hours, 1-54 Hours Lab) P/NP, Elementary and Secondary Basic Skills, DE: FO, OFI, PO. TOP Code: 4830.09 – Supervised Tutoring. SAM Code: E. Basic Skills, One Level Below Transfer. Discipline: Mathematics – Basic Skills: Noncredit. (Start Date: Fall 2021)
 - **TUTR 17A (Tutoring Theory and Practice I-** 0.5 Unit, 0.5 Unit Lecture) OP, 1X, CSU T. TOP Code: 0899.00 – Other Education*. SAM Code: D. Discipline: Learning Assistance Instructors. (Start Date: Fall 2021)
 - **TUTR 17B (Tutoring Theory and Practice II-** 0.5 Unit, 0.5 Unit Lecture) OP, 1X, CSU T. Prerequisite: TUTR 17A with a minimum grade of C. TOP Code: 0899.00 – Other Education*. SAM Code: D. Discipline: Learning Assistance Instructors. (Start Date: Fall 2021)

- **TUTR 17C (Tutoring Theory and Practice III- 0.5 Unit, 0.5 Unit Lecture) OP, 1X, CSU T.** Prerequisite: TUTR 17B with a minimum grade of C. TOP Code: 0899.00 – Other Education*. SAM Code: D. Discipline: Learning Assistance Instructors. (Start Date: Fall 2021)
Motion to APPROVE Modified Credit Courses:
MSC: Kutil/Elizabeth Wing Brooks/Approved
- Requisites:
 - **MUS 17A: Jazz Combo 1-** Strongly Recommended: MUS 18A with a minimum grade of C, MUS 6 with a minimum grade of C.
 - **MUS 17B: Jazz Combo 2-** Prerequisite: MUS 17A with a minimum grade of C.
 - **MUS 18A: Jazz/Pop Piano 1-** Strongly Recommended: MUS 21A with a minimum grade of C.
 - **MUS 18B: Jazz/Pop Piano 2-** Prerequisite: MUS 18A with a minimum grade of C.
 - **MUS 48: Improvisation Lab-** Strongly Recommended: MUS 6 with a minimum grade of C or MUS 8A with a minimum grade of C.
 - **TUTR 17B: Tutoring Theory and Practice II-** Prerequisite: TUTR 17A with a minimum grade of C.
 - **TUTR 17C: Tutoring Theory and Practice III-** Prerequisite: TUTR 17B with a minimum grade of C.
Motion to APPROVE Requisites:
MSC: Amaya/Kutil/Approved
- DE Addendums:
 - **BIO 1B: General Zoology** – FO-E, PO-E
 - **CMST 2: Oral Interpretation of Literature-** FO
 - **CMST 48: Activities in Forensics-** FO
 - **ESL 23: Advanced Grammar** – FO-E, OFI
 - **ESL 26: Advanced Editing** – FO-E, PO, OFI
 - **ESL 100: Beginning Spelling Skills for English Language Learners** – FO-E, PO, OFI
 - **ESL 110: Beginning Vocabulary Skills for English Language Learners** – FO-E, PO, OFI
 - **ESL 115: Intermediate Vocabulary Skills for English Language Learners** – FO-E, PO, OFI
 - **ESL 120A: Intermediate Grammar for Reading and Writing** – FO-E, PO, OFI
 - **ESL 120B: High- Intermediate Grammar for Reading and Writing** – FO-E, PO, OFI
 - **ESL 130A: Beginning Grammar for Reading and Writing** – FO-E, PO, OFI
 - **ESL 130B: High- Beginning Grammar for Reading and Writing** – FO-E, PO, OFI
 - **MUS 4: Jazz in American Culture** – FO
 - **MUS 10A: Music Theory and Musicianship 3** – FO, PO
 - **MUS 10B: Music Theory and Musicianship 4** – FO, PO
 - **MUS 11: Commercial Music Combo** – FO-E, PO
 - **MUS 17A: Jazz Combo 1** – FO-E, PO
 - **MUS 17B: Jazz Combo 2** – FO-E, PO
 - **MUS 18A: Jazz/Pop Piano 1-** FO-E
 - **MUS 18B: Jazz/Pop Piano 2-** FO-E
 - **MUS 19: Studies in Music Composition** – FO
 - **MUS 20A: Elementary Guitar** – FO
 - **MUS 20B: Study of Guitar** – FO
 - **MUS 20C: Advanced Guitar** – FO
 - **MUS 22A: Scoring for Film and Multimedia 1** – FO
 - **MUS 22B: Scoring for Film and Multimedia 2** – FO
 - **MUS 38: Applied Lessons** – FO

- **MUS 41: Instrumental Chamber Music** – FO-E, PO
- **MUS 48: Improvisation Lab** – FO-E, PO
- **NESL 220A: Intermediate Grammar for Reading and Writing** – FO-E, PO, OFI
- **NESL 220B: High- Intermediate Grammar for Reading and Writing** – FO-E, PO, OFI
- **NESL 230A: Beginning Grammar for Reading and Writing** – FO-E, PO, OFI
- **NESL 230B: High- Beginning Grammar for Reading and Writing** – FO-E, PO, OFI
- **NMAT 202C: Just in Time Tutoring for Mathematics-** FO, OFI, PO
- **SPAN 1A: Beginning Spanish** - FO
- **SPAN 1B: Elementary Spanish** - FO
- **SPAN 2A: Intermediate Spanish I** – FO-E
- **SPAN 2B: Intermediate Spanish II** – FO-E
- Motion to APPROVE DE Addendums:
MSC: Kutil/Zingg/Approved
- Modified Programs:
 - **Jazz Studies Certificate of Achievement** (20-21 Units Total, Program Goal: Local, Transfer Prep, TOP Code: 1004.00 – Music, Start Date: Fall 2021)
 - **Commercial Music: Music Technology Fundamentals Certificate of Achievement** (10-11 Units Total, Program Goal: CTE, TOP Code: 1005.00 – Commercial Music*, Start Date: Fall 2021)
 - **Music AA** (30 Units in Major, 60 Units Total, Program Goal: Local, Transfer Prep, TOP Code: 1004.00 – Music, Start Date: Fall 2021)
 - **Music AA-T** (24-28 Units in Major, 60 Units Total, Program Goal: Transfer, TOP Code: 1004.00 – Music, Start Date: Fall 2021)
- Motion to APPROVE Modified Programs:
MSC: Kutil/Wing Brooks/Approved

7. Discussion Items

- **BUSN 48: Human Relations in Organizations for Communication and Analytical Thinking** **Craig Kutil**
 In completing the Banner GE Attributes project, BUSN 50 & 52 were listed under AA/AS: Communication and Analytical Thinking. BUSN 48 appeared under AA/AS: Communication and Analytical Thinking when BUSN 50 was deactivated. We could not find any evidence that the Curriculum Committee or Board approved BUSN 48 for this area. This appears to be a mistake. Craig Kutil asked the committee to review BUSN 48 against the GE criteria. He will also reach out to the Business Dept. Students will retain catalog rights, even if we decide to remove BUSN 48 from the chart. This will be a discussion item at the next meeting.
- **Equity Curriculum Process** **Craig Kutil, Shawn Taylor, Erick Bell**
 Shawn Taylor, Erick Bell & Craig Kutil have met several times and have come up with draft language & criteria. They will be proposing a new course checklist page in CurricUNET called “Equity Based Curriculum” for faculty completion moving forward with new/modified courses. This will create a culture where equity-mindedness is built into the architecture of curriculum development. Page will include checkboxes and explanations of equity items that the faculty have considered when developing their courses. There was discussion of how this meets accreditation standards (IIA-7). This will be presented to Academic Senate and sent out to faculty for feedback. The Curriculum Committee will approve the process and then it will go to Academic Senate for approval. In the Spring we will plan to have both Curriculum Committee member training & Flex Day Training for faculty.

8. Reports

- **Vice President's Report**

Kristina Whalen

Kristina Whalen explained that the SB 116 Higher Education Trailer Bill will enable CTE courses and programs to be expedited at the state (created within one academic semester and offered the next semester) and to be portable among community college districts. This will be effective January 1, 2021. More information forthcoming. All of the Curriculum Committee members should receive payment for their hard work on DE addendums over the summer on their September paycheck.

- **Chair's Report**

Elizabeth Owens

Elizabeth Owens stated that we will reach out to the respective faculty for Spring 2021 courses requiring DE addendums as soon as we receive that information.

- **Articulation Officer's Report**

Craig Kutil

Craig Kutil stated that he is working on updating AD-T's with faculty. The CSU system as created a new Ethnic Studies graduation requirement. It is not clear yet how this will be handled with respect to the CSU GE pattern. He will provide more information as it becomes available. There are still a lot of items that will require clarification: ASSIST update to include new area, criteria for that area, submitting courses for approval to fit that area, and double-counting for AD-Ts.

9. Good of the Order: None

10. Adjournment at 4:27pm

11. Next Regular Meeting (October 5th, 2020)