

**CRAFTON HILLS COLLEGE
CURRICULUM COMMITTEE
MINUTES
February 9, 2015**

VOTING MEMBERS:

Note: ✓ If Present

Troy Dial ✓
Gwen DiPonio ✓
Jodi Hanley ✓
Catherine Hendrickson ✓
Brad Franklin ✓

Gary Reese ✓
Kim Salt (Chair) ✓
Dan Sullivan ✓
Margaret Yau ✓

NON-VOTING MEMBERS:

Note: ✓ If Present

Kirsten Colvey
Joe Cabrales
Kristina Heilgeist
Rick Hogrefe
Ben Mudgett ✓

Bryan Reece ✓
Mark Snowwhite ✓
Nicole Williams
June Yamamoto

VISITORS:

Robert McAtee
Daniel O'Hare

1. Approval of minutes from December 8, 2014 meeting

The minutes were approved.

Approval of minutes from January 26, 2015 meeting

The minutes were approved.

2. Action Items

COURSE MODIFICATIONS

- A. GEOL 190 Geology of the Eastern Sierra Nevada, Northern Section

The Departmental Recommendation needs to be updated.

The committee agreed to table the course.

- B. CIS 091 College Keyboarding and File Management

Many students especially re-entry students do not have the basic technology skills required to be successful in college and the workplace. This course will provide students with the essential technology skills needed for college and career success.

The committee agreed to approve CIS 091.

- **NEW COURSE TITLE:** Essential Technology Skills for College and Career Success
- **NEW SEMESTER UNITS:** 3
- **NEW MINIMUM SEMESTER HOURS:**
LECTURE: 48
- **NEW CATALOG DESCRIPTION:** An overview and practice of the computing technology knowledge, skills, research techniques, cloud collaboration techniques, language skills, and etiquette needed for college and career success. Topics include keyboarding, introduction to technology tools and applications, document formatting, and local and cloud-based file management and collaboration. No prior computer background is required.
- **NEW SCHEDULE DESCRIPTION:** Development of essential computing technology skills. Topics include keyboarding, introduction to technology tools and applications, document formatting, and local and cloud-based file management and collaboration. No prior computer background is required.

Note: This course does not currently equate with SBVC.

NEW COURSES

A. MATH 903A Math Support Lab for MATH 952

The committee agreed to table the course.

B. MATH 903B Support Lab for MATH 090

The committee agreed to table the course.

C. COUN 110 Introduction to Career, Education and Life Planning

The committee agreed to approve COUN 110 as a new course. The Distance Education component (100% Online) was also approved by electronic vote on February 11, 2015.

- **COURSE ID:** COUN 110
- **COURSE TITLE:** Introduction to Career, Education and Life Planning
- **PREREQUISITE:** None
- **COREQUISITE:** None

- **DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101
- **SEMESTER UNITS:** 3
- **MINIMUM SEMESTER HOURS: Lecture:** 48
- **CATALOG DESCRIPTION:** An introduction to career planning. Exploration of academic, personal and career goals through assessment of personality, interest, values, and talents toward completion of a comprehensive career and educational plan for first time career seekers. Analysis of desired lifestyle and work, decision making, and goal achievement will be addressed. Exploration of the sociological, physiological, and psychological needs in identifying and planning a major and career plan. Focus on the career planning process and the development of a career portfolio that demonstrates knowledge of career decision making, planning and job search strategies.
- **SCHEDULE DESCRIPTION:** Introduction to career planning for the first time career seeker. Exploration of academic, personal, and career goals through assessment, self- exploration, and class projects.

Notes: This course is Stand Alone if not approved for CSU GE.
This course does not currently equate with SBVC.

D. COUN 111 Career Transition and Educational Planning

The committee agreed to approve COUN 111 as a new course. The Distance Education component (100% Online) was also approved by electronic vote on February 11, 2015.

- **COURSE ID:** COUN 111
- **COURSE TITLE:** Career Transition and Educational Planning
- **PREREQUISITE:** None
- **COREQUISITE:** None
- **DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101
- **SEMESTER UNITS:** 3
- **MINIMUM SEMESTER HOURS: Lecture:** 48
- **CATALOG DESCRIPTION:** Designed for the transitional college student changing careers due to loss of job, change of career path, work-life balance, including veterans. Identify academic, personal and career goals through assessment of personality, interest, values, talents, and transferable skills to develop a career and educational plan. Assessment of psychological, physiological, sociological needs in transitioning to a new career; including, stress, anxiety, self-confidence, positive motivation, coping with unemployment or change in career needs, and finding satisfying work will be addressed. Analysis of desired lifestyle and work environments, decision making, overcoming obstacles, and identifying occupational security. Focus on learning the career planning process and developing a career portfolio that demonstrates knowledge of career decision making, planning and job search strategies.

- **SCHEDULE DESCRIPTION:** Career planning for the transitional college student. Exploration of academic, personal, and career goals through assessment, self-exploration, transferable skills, and class projects.

Notes: This course is Stand Alone if not approved for CSU GE.
This course does not currently equate with SBVC.

E. CHC 900 Essentials for Student Success

The course will address the needs of students who are under-prepared to do college-level work as addressed in the Student Success Initiative.

The committee agreed to approve CHC 900 as a new course.

- **COURSE ID:** CHC 900
- **COURSE TITLE:** Essentials for Student Success
- **PREREQUISITE:** None
- **COREQUISITE:** None
- **DEPARTMENTAL RECOMMENDATION:** Concurrent enrollment in any basic skills level Math, English or Reading class
- **SEMESTER UNITS:** 2 – 3
- **MINIMUM SEMESTER HOURS:** Lecture: 32 – 48
- **CATALOG DESCRIPTION:**
Introduction to academic success strategies and support services for basic skills students. Exploration of learning styles, study and time management techniques, motivation, memory, reading strategies, and academic and personal goals.
- **SCHEDULE DESCRIPTION:** Introduction to academic success strategies and support services for basic skills students. Exploration of learning styles, study and time management techniques, motivation, memory, reading strategies, and academic and personal goals.

Notes: This course is Stand Alone if not approved for CSU GE.
This course does not currently equate with SBVC.

COURSE ID MODIFICATIONS

- A. Change GUID 120 Stress Management and Emotional Well-Being to COUN 120 Stress Management and Emotional Well-Being

The Academic Senate and Counselors recommend changing the discipline of the course to COUN for consistency with the state.

The committee agreed to approve the revision from GUID 120 approved as a new course at the January 26, 2015 Curriculum meeting to COUN 120.

- B. Change KIN/F 164A-D, Swimming I-IV to KIN/S 164A-D, Swimming I-IV

After a discussion with the Kinesiology department, Swimming is more of a sport activity than fitness.

The committee agreed to revise KIN/F 164A-D to KIN/S 164A-D.

- C. Change KIN/S 190A-D, Tai Chi I-V to KIN/F 190A-D, Tai Chi I-IV

After a discussion with the Kinesiology department, Tai Chi is more of a fitness activity than a sport.

- D. Change KIN 049, Basic Firefighter Physical Fitness to KIN/F 049, Basic Firefighter Physical Fitness

After a discussion with the Kinesiology department, KIN 049 should be listed under fitness.

The committee agreed to revise KIN 049 to KIN/F 049.

CHC GENERAL EDUCATION

- A. The Kinesiology and Health department would like to see KIN/S 164ABCD, KIN/F 190A-D and KIN/F 049 fulfilling or partially fulfilling the associate degree CHC General Education Health and Wellness requirement.

The committee agreed to approve KIN/S 164ABCD, KIN/F 190A-D and KIN/F 049 as CHC General Education Health and Wellness.

- B. The Business, Economics and Information Technology department would like CIS 101 to fulfill the Critical Thinking and Information Literacy requirement for CHC General Education.

The committee agreed to table the item.

4. SB 1440 Update

Troy Dial reported on the transfer degrees:

- Economics – Secondary review
- Philosophy – In CurricUNET, going through the approval process
- Elementary Teacher Education – one additional CID approval
- Music – Mark and Rick are working on reducing the units
- Biology, Chemistry, Nutrition and Dietetics – Template available

5. Operational Issues

Kim Salt reported on the following:

- Added the board dates to the course outlines that were approved during the Fall semester.
- Cleaned up degrees in CurricUNET to reflect the degree that is truly active.
- Anthropology degree will be going to the Board. For some reason, it never went to Board after it was approved by the committee.

Bryan Reece reported on the Accreditation findings. Kim commented that the team representative was impressed with the quality of our courses, the CurricUNET Handbook and the guide for six-year revisions.

The next Curriculum meeting will be held on **February 23th at 2 p.m. in the Multipurpose Room (LRC 226).**