

**CRAFTON HILLS COLLEGE
CURRICULUM COMMITTEE
MINUTES**

September 28, 2015

VOTING MEMBERS:

Note: ✓ If Present

Amber Contreras ✓
Troy Dial ✓
Gwen DiPonio ✓
Catherine Hendrickson
Robert McAtee ✓

Dianne Purves ✓
Gary Reese ✓
Kim Salt (Chair) ✓
Sherri Wilson ✓

NON-VOTING MEMBERS:

Note: ✓ If Present

Kirsten Colvey
Joe Cabrales ✓
Kristina Heilgeist ✓
Rick Hogrefe ✓

Ben Mudgett ✓
Bryan Reece ✓
Mark Snowwhite ✓
June Yamamoto ✓

VISITORS:

Sam Truong

1. Approval of minutes from September 14, 2015 meeting

The minutes were approved.

2. Action Items

COURSE MODIFICATIONS

A. ANAT 150 Human Anatomy and Physiology I

The course is being modified to align with the C-ID for Biology 115S. The SLOs were also added to the course outline. Kim Salt will correct the typo on page 6 (written). Sam Truong provided a handout to the committee with a detailed explanation as to why ANAT 150 at Crafton does not equate with BIOL 250 at San Bernardino Valley College.

The committee agreed to approve ANAT 150.

Note: This course does not equate with SBVC.

B. ANAT 151 Human Anatomy and Physiology II

The course is being updated to align with the C-ID for Biology 115S. The SLOs were added to the course outline. Kim Salt will correct the typo in the Catalog and Schedule Description (bodies). Sam Truong provided a handout to the committee with a detailed explanation as to why ANAT 151 at Crafton does not equate with BIOL 251 at San Bernardino Valley College. Sam explained that the Crafton Hills College system is the traditional way of teaching Anatomy and Physiology in all of the institutions of higher learning. In addition, in some cases, courses will only meet the prerequisite if taken at one college.

The committee agreed to approve ANAT 151 with a prerequisite of ANAT 150.

Note: This course does not equate with SBVC.

C. MATH 102 College Algebra

The course is being updated to meet the C-ID Descriptor Requirements. Kim Salt will make corrections to the Catalog Description (replace with MATH 160) and Schedule Description (textbook information).

The committee agreed to approve MATH 102 with corrections. The prerequisite of MATH 095 or MATH 095C or eligibility for MATH 102 as determined through the Crafton Hills College assessment process was also approved.

- **NEW CATALOG DESCRIPTION:** Study of logarithms, sequences, series, the Binomial Theorem, graphing conic sections, inverse functions, operations with radicals, systems of quadratic equations, and solving systems of three or more linear equations in three or more variables by matrices, and determinants; introduction to graphing rational functions, and the theory of equations. MATH 102 and MATH 160, maximum UC credit one course.
- **NEW SCHEDULE DESCRIPTION:** Study of logarithms, sequences, series, the Binomial Theorem, graphing conic sections, inverse functions, operations with radicals, systems of quadratic equations, and solving systems of three or more linear equations in three or more variables by matrices, and determinants; Introduction to graphing rational functions, and the theory of equations. Students who purchase a used textbook may need to purchase software at an additional expense. Ask instructor for details.

3. SB 1440 Update

Troy Dial reported:

Two new majors are posted on the C-ID site.

1. Global Studies
2. Social Justice Studies

Crafton will not have to develop the Global Studies transfer degree because we don't have a major with the TOP code, and we don't have the core courses.

When the TMC (Transfer Model Curriculum) is posted on the CCCCCO site sometime in February 2016, we will know if Crafton will be required to develop a transfer degree in Social Justice Studies. We have the core courses and electives, but we don't know which TOP code will be assigned.

4. Clinical Hours

Bryan Reece reported:

Traditionally at Crafton Hills College one unit of a clinical hour has been calculated using a base of 60-90 hours. Due to some inconsistency, we began researching and found that one unit of a clinical hour should be based on 48-54 hours. This number was also confirmed by a representative from the State Chancellor's office. Kristina Heilgeist gave the committee a handout of a spreadsheet that indicates the courses that need to be corrected. Bryan asked the committee to take the information back to the department and think about how we might go about correcting the issue. Please note there are exceptions to the rule in the areas of nursing and child development and may also be exceptions in the case of accreditation in our Career and Technical areas. This will be discussed again at the October 26th Curriculum meeting.

5. Two Catalogs/Year and Curriculum Deadlines

Bryan Reece reported:

After meeting with the staff from Student Services, it was decided that we will continue to publish the catalog once a year and have an Addendum in January. Publishing the catalog twice a year would have caused problems in some of the areas of student services (Catalog Rights, Degree Audit, and conferring of degrees in a timely manner).

6. Operational Issues

The Distance Education component in CurriCUNET was not written well. There is a statement that implies you can only offer the course as a Hybrid or 100% online. You can offer the course as a hybrid and 100% online. If the class is a hybrid, you will be required to have some on-campus meetings.

If your course is scheduled for a six-year revision or you plan to modify your course this year, you will be responsible for adding the SLO to the course outline. If the course is not getting updated any time soon, Kim Salt has agreed to add the SLO to the course outline.

The next Curriculum meeting will be held on **October 12, 2015 at 2 p.m. in the Multipurpose Room (LRC 226).**