

**Crafton Hills College
Curriculum Committee
AGENDA**

Monday, October 14, 2013

2:00 pm – Multipurpose Room, LRC 226

Members: Kim Salt (Chair), Kirsten Colvey, Troy Dial, Gwen Dipinio, Vicky Franco, Jodi Hanley, Raju Hegde, Catherine Hendrickson, Rick Hogrefe, Mark McConnell, Trica Menchaca, Mariana Moreno, Ben Mudgett, Diane Phafler, Bryan Reece, Gary Reese, Daniel Sullivan, June Yamamoto, Margret Yau

1. Approval of Minutes September 23, 2013
2. ACTION ITEMS

COURSE MODIFICATIONS

- a. **ACCT 208 Introduction to Financial Accounting** *(to see course outline go to SEARCH, COURSES in CurricUNET)**
Originator: Robert O'Toole
Rationale for Change: Revised to meet C-ID descriptor requirements
currently equated with ACCT 200
- b. **ACCT 209 Introduction to Managerial Accounting** *(to see course outline go to SEARCH, COURSES in CurricUNET)**
Originator: Robert O'Toole
Rationale for Change: Revised to meet C-ID descriptor requirements
Prerequisite: ACCT 208
currently equated with ACCT 201
- c. **CHEM 213 Organic Chemistry II** *(to see course outline go to SEARCH, COURSES in CurricUNET)**
Originator: Kelly Boebinger
Rationale for Change: Revised to meet C-ID descriptor requirements
Prerequisite: CHEM 212
currently equated with CHEM 213
- d. **COMMST 145/BUSAD 145 Business Communication***(to see course outline go to SEARCH, COURSES in CurricUNET)**
Rationale for Change: Changes to address C-ID concerns
Prerequisite: ENGL 101 or ENGL 101H
This course was previous equated with BUSAD 027. However, with the change in prerequisite and inclusion in the AA-T in Business Administration, the courses would no longer equate
- e. **GEOG 114 Investigations in Weather and Climate***(to see course outline go to SEARCH, COURSES in CurricUNET)**
Originator: Richard Hughes
Rationale for Change: The course outline is ancient and needs revision
Departmental Recommendation: Successful Completion of GEOG 110 or GEOG 110H
currently equated with GEOG 114
- f. **GEOG 126 Geography of California** *(to see course outline go to SEARCH, COURSES in CurricUNET)**
Originator: Richard Hughes
Rationale for Change: Alignment with C-ID descriptor
currently equated with GEOG 126

NEW COURSES

- g. **ENVS 101 Introduction to Environmental Science** *(to see course outline go to SEARCH, COURSES in CurricUNET)**
Originator: Patricia Menchaca
Departmental Recommendation: Eligibility for ENGL 101; Eligibility for MATH 095; Concurrent enrollment in ENVS 110
Not currently equated with Valley

Have general curriculum questions?

Go to: <http://www.curriculum.cc.ca.us>

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- h. **ENVS 101H Introduction to Environmental Science - Honors** (to see course outline go to *SEARCH, COURSES in CurricUNET*)*
Originator: Patricia Menchaca
Prerequisite: Acceptance into the College Honors Institute
Departmental Recommendation: Concurrent enrollment in ENVS 110
Not currently equated with Valley
- i. **ENVS 110 Introduction to Environmental Science Laboratory** (to see course outline go to *SEARCH, COURSES in CurricUNET*)*
Originator: Patricia Menchaca
Co-requisite: ENVS 101 or ENVS 101H
Departmental Recommendation: Concurrent enrollment in ENVS 110
Not currently equated with Valley as the course does not exist at SBVC
- j. **GEOG 115 Elements of Weather and Climate**(to see course outline go to *SEARCH, COURSES in CurricUNET*)*
Originator: Richard Hughes
Departmental Recommendation: Successful Completion of GEOG 110 or GEOG 110H
Not currently equated with Valley
- k. **HIST 150 Survey of Latin American History** (to see course outline go to *SEARCH, COURSES in CurricUNET*)*
Originator: Ea Madrigal
Rationale for Change: The course outline is ancient and needs revision
Departmental Recommendation: Eligibility for ENGL 101
Equates with HIST 150

Discipline Name Change

After hearing the Curriculum Committee's concerns and suggestions over the change of Health Education to Health Sciences, it has been requested that the Curriculum Committee approve and forward to the Board of Trustees for their approval a change in the discipline name from Physical Education to **Kinesiology** and a change in the discipline name Health Education to **Health** and a department name change from Physical Education and Health to **Kinesiology and Health**.

Health Education is requesting the name change to **Health**. No change in the course ID's are necessary as it would still be acceptable to use HEALTH as the discipline abbreviation..

- 3. New Curriculum Bylaws update
- 4. Development of Plan for Multiple Curriculum submission dates
The Academic Senate Executive Committee is requesting that we submit a complete plan for the multiple submission idea. We need to include submission dates and which disciplines would have which submission dates. Please come to the meeting with some ideas as this is a proposal that must come from the committee as a whole not one individual.

****Make sure to also look at comments that have been made about the course outlines. To do this, go to "Track", "All Proposals", for the course you are looking at choose "Check Status". This should show you everyone's comments regarding the proposal.***

To Check that the Prerequisites have matched skills, click on the "RA" icon next to the course outline.

Please also make sure to review the courses based on the Course Rubric which can be found in your Navigator

Next Meeting: October 28, 2013

2:00 pm – Multipurpose Room, LRC 226

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Curriculum Bylaws (partial – see attachment for full document)

VII. Procedures

- A. Any full-time, faculty member at Crafton Hills College can submit a proposal in his or her discipline to add, change, or delete courses from the curriculum of Crafton Hills College. Adjunct faculty may write curriculum in their discipline as Co-Contributors as long as a full-time, faculty member from the discipline serves as the Originator. In the instance where there is no full-time CHC faculty in the discipline, the course outline may be submitted by the adjunct faculty however the course outline must be originated by the CHC department chair of the discipline. Managers are not allowed to originate or be co-contributors to course outlines. All proposals must be submitted through CurricUNET, be fully finished, and be of college level quality. Keep in mind that Course Outlines of Record serve as contracts between the college and all outside agencies, including other colleges, the state Chancellor's office, and all accrediting bodies. They also serve as contracts between the college and the department; the department and the instructor; and the instructor and students.

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Committee Charge

Curriculum

The Curriculum Committee is authorized by the Academic Senate to make recommendations to the Board of Trustees about the curriculum of the college, including approval of new courses, deletion of existing courses, proposed changes in courses, periodic review of course outlines, approval of proposed programs, deletion of programs, changes in programs, review of degree and certificate requirements, and approval of prerequisites and co-requisites. The Curriculum Committee meets twice per month.

Additionally, The Faculty Members of the Curriculum Committee shall:

- Review and approve curriculum as submitted in a timely manner. (including updating and distributing a list of important dates)
- Develop a procedure for the approval of courses for general education
- Work with the Curriculum Committee at San Bernardino Valley College to ensure appropriate courses are equated
- Work with discipline faculty to evaluate the currency of discipline specific majors
- Provide continued training to faculty in the process of writing curriculum, CurricUNET and Title 5 changes
- Makes recommendation to the senate about general education policies