

**CRAFTON HILLS COLLEGE
CURRICULUM COMMITTEE
MINUTES
October 14, 2019**

VOTING MEMBERS:

Note: ✓If Present

Gwen DiPonio (Co-Chair)✓

Kim Salt (Co-Chair)✓

Debbie Bogh✓

Kristin Clements ✓

Troy Dial✓

Laurie Green

Catherine Hendrickson

Rick Hogrefe

Nicholas Morris✓

Shohreh Rahbarnia

Joshua Robles✓

NON-VOTING MEMBERS:

Note: ✓If Present

Joe Cabrales

Kirsten Colvey

Kristin Flores

Kristina Heilgeist

Elizabeth Lopez✓

Van Muse

Reyna Uribe

Dan Word✓

Keith Wurtz✓

1. Approval of Minutes September 23, 2019

The minutes were approved.

2. Action Items

COURSE MODIFICATIONS

A. BUSAD 039 Foundations for Successful Employment (Proposed Title: Introduction to Career Development)

The course was tabled.

Concerns:

1. The proposed course title is similar to COUN 110 Introduction to Career, Education and Life Planning. Is this a duplication of COUN 110? Courses should not be competing with one another.
2. The course focuses on business professionals but it is not included in the curriculum.

B. CD 186 Infant/Toddler Activities

The committee approved CD 186 as a six-year revision.

- **New Course Title:** Infant and Toddler Curriculum
- **New Departmental Recommendation:** CD 105

- **New Catalog Description:** This course introduces students to developmentally appropriate program and curriculum planning for infants, toddlers and 2 year olds, based on best practices and current research. Satisfies licensing requirements for infant/toddler coursework.
- **New Schedule Description:** This course introduces students to developmentally appropriate program and curriculum planning for infants, toddlers and 2 year olds, based on best practices and current research. Satisfies licensing requirements for infant/toddler coursework.

Note: Course is also offered as CD 186 at SBVC.

C. CD 271 Administration: Management and Organization of Child Development Program

The committee approved CD 271 as a six-year revision. **The prerequisite of CD 105 or CD 105H was approved as well as the Distance Education component (hybrid and 100% online).**

- **New Course Title:** Administration I: Early Childhood Programs
- **New Prerequisite:** CD 105 or CD 105H
- **New Catalog Description:** This course is an introduction to the administration of early childhood programs. It covers program types, budget, management, regulations, laws, development and implementation of policies and procedures. This course examines the administrative tools, philosophies and techniques needed to organize, open and operate an early care and education program.
- **New Schedule Description:** Introduction to the administration of early childhood programs, including program types, budget, management, regulations, laws, development and implementation of policies and procedures. It also examines the administrative tools, philosophies and techniques needed to organize, open and operate an early care and education program.

Note: Course is also offered as CD 271 at SBVC.

D. FIRET 100 Fire Protection Organization

The committee approved FIRET 100 with the Distance Education component (100% online).

- **New Schedule Description:** Provides information about the history, organization, traditions, terminology, and operation of the fire service.

Note: Course is not offered at SBVC.

E. KIN 231 First Aid and CPR

The committee approved KIN 231 as a six-year revision. In the Need for the Course, Kim will add "UC" to the last sentence to read:

This course is associate degree applicable, transfers to CSU and UC and is included in transfer model curriculum (TMC) for the proposed AS-T degree in Kinesiology.

- **New Catalog Description:** Provides instruction on emergency care and treatment of illnesses and injuries including training in cardiopulmonary resuscitation (CPR) and automated external defibrillation (AED). Students who successfully pass all CPR and AED requirements will receive a CPR/AED Certificate.
- **New Schedule Description:** Provides instruction on emergency care and treatment of illnesses and injuries including training in CPR and AED.

Note: Course is offered as KIN 231 at SBVC.

F. KIN 200 Introduction to Kinesiology

The committee approved KIN 200 as a six-year revision. **The Distance Education component (hybrid and 100% online) was also approved.**

Note: Course is offered as KIN 200 at SBVC.

G. KIN/F 049 Basic Firefighter Physical Fitness

The course was tabled.

Concerns:

1. Is this course still offered as FIRET 049?

H. Item H was left off the agenda by mistake.

I. KIN/F 106A Total Body Fitness I

The committee approved KIN/F 106A as a six-year revision.

Note: Course is offered as KINF 138A at SBVC.

J. KIN/F 106B Total Body Fitness II

The committee approved KIN/F 106B as a six-year revision.

- **New Catalog Description:** Training designed for intermediate-level students interested in improving cardiovascular fitness, flexibility, balance, muscular endurance and muscular strength. Incorporation of various cardiovascular, stretching and strength training regimens to promote optimal conditioning at an intermediate level. Students are encouraged to enroll in level A before taking B.
- **New Schedule Description:** Training designed for intermediate-level students interested in improving cardiovascular fitness, flexibility, balance, muscular endurance and muscular strength. Incorporation of various cardiovascular, stretching and strength training regimens to promote optimal conditioning at an intermediate level.

Note: Course is offered as KINF 138B at SBVC.

K. KIN/F 106C Total Body Fitness III

The committee approved KIN/F 106C as a six-year revision.

- **New Catalog Description:** Training designed for intermediate/advanced-level students interested in improving cardiovascular fitness, flexibility, balance, muscular endurance and muscular strength. Incorporation of various cardiovascular, stretching and strength training regimens to promote optimal conditioning at an intermediate/advanced level.
- **New Schedule Description:** Training designed for intermediate/advanced-level students interested in improving cardiovascular fitness, flexibility, balance, muscular endurance and muscular strength. Incorporation of various cardiovascular, stretching and strength training regimens to promote optimal conditioning at an intermediate/advanced level.

Note: Course is offered as KINF 138C at SBVC.

L. KIN/F 106D Total Body Fitness IV

The committee approved KIN/F 106D as a six-year revision.

- **New Catalog Description:** Training designed for advanced-level students interested in improving cardiovascular fitness, flexibility, balance, muscular endurance and muscular strength. Incorporation of various cardiovascular, stretching and strength training regimens to promote optimal conditioning for students at the advanced level. Students are encouraged to take levels A, B and C before taking D.
- **New Schedule Description:** Training designed for advanced-level students interested in improving cardiovascular fitness, flexibility, balance, muscular endurance and muscular strength. Incorporation of various cardiovascular, stretching and strength training regimens to promote optimal conditioning for students at the advanced level.

Note: Course is not offered at SBVC.

M. KIN/F 108A Resistance and Weight Training I

The committee approved KIN/F 108A as a six-year revision.

- **New Schedule Description:** Resistance training for beginners with little or no knowledge and skills. Development of a complete, individualized program utilizing primarily weight training machines and own body resistance, and focusing on improved muscle endurance and strength.

Note: Course is offered as KINF 108A at SBVC.

N. KIN/F 108B Resistance and Weight Training II

The committee approved KIN/F 108B as a six-year revision.

Note: Course is offered as KINF 108B at SBVC.

O. KIN/F 108C Resistance and Weight Training III

The committee approved KIN/F 108C as a six-year revision.

- **New Catalog Description:** Resistance training for intermediate/advanced students with moderate knowledge and skills of training. Development of a complete, individualized program incorporating more sophisticated routines including free weights, negative workouts, giant setting, pyramids and split routines. Students are encouraged to take levels A and B before enrolling in C.

Note: Course is offered as KINF 108C at SBVC.

P. KIN/F 108D Resistance and Weight Training IV

The committee approved KIN/F 108D as a six-year revision.

Note: Course is not offered at SBVC.

Q. RELIG 101H Introduction to World Religions – Honors

The course was tabled.

Concerns:

1. RELIG 101 should have been submitted at the same time since the courses are taught together and the department is proposing a revision to the Catalog and Schedule Description.

NEW COURSES

R. FIRET 060K Advanced Firefighter Continuing Education

The course was tabled.

Concerns:

1. Is this a noncredit course?
2. No semester units are indicated
3. Is this course the same as FIRET 504?

PROGRAM DELETIONS

S. Web Design Certificate

The program was tabled.

Concerns:

1. Web Design is currently listed as an Emphasis under the Computer Information Science Associate of Science Degree. Since the Emphasis was never approved at the State level, students awarded the degree are also receiving the Web Design Certificate.
2. Computer Information Science Associate of Science Degree needs to be revised.

T. Computer Assisted Graphic Design Certificate

The program was tabled.

Concerns:

1. Computer Assisted Graphic Design is currently listed as an Emphasis under the Computer Information Science Associate of Science Degree. Since the Emphasis was never approved at the State level, students awarded the degree are also receiving the Computer Assisted Graphic Design Certificate.
2. Computer Information Science Associate of Science Degree needs to be revised.

3. Operational Issues

At the next meeting Keith would like to discuss adding program level outcomes and other components to academic programs in the Course Outline of Record. The information is required for Accreditation and when filing programs with the State. This was discussed at Chairs Council.

The next Curriculum meeting will be held on **Monday, October 28 at 2 p.m. in CCR 233.**