

**CRAFTON HILLS COLLEGE
CURRICULUM COMMITTEE
MINUTES**

November 14, 2016

VOTING MEMBERS:

Note: ✓ If Present

Troy Dial ✓
Gwen DiPonio
Laurie Green ✓
Catherine Hendrickson ✓
Rick Hogrefe
Robert McAtee

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

NON-VOTING MEMBERS:

Note: ✓ If Present

Kirsten Colvey
Joe Cabrales
Kristin Garcia
Kristina Heilgeist ✓
Sherrie Loewen ✓

Bryan Reece ✓
Floyd Simpson
Mark Snowwhite ✓
Michelle Tinoco ✓
June Yamamoto ✓

1. Approval of minutes from October 24, 2016 meeting

The minutes were approved with corrections.

2. Action Items

COURSE MODIFICATIONS

- A. ART 102 Art History II: Renaissance Art to Contemporary Art

The course is being updated to meet the C-ID Descriptor Requirement, adding SLOs, and a Distance Education component.

The committee approved the revisions to ART 102 and the Distance Education component (100% Online).

- **NEW PREREQUISITE:** None

Note: This course equates with ART 102 at SBVC.

- B. ART 102H Art History II: Renaissance Art to Contemporary Art – Honors

The course is being updated to meet the C-ID Descriptor Requirement and adding SLOs.

The committee approved the revisions to ART 102H with a prerequisite of "Acceptance into the College Honors Institute."

Note: This course does not equate with SBVC. Course is not offered.

C. BUSAD 210 Business Law

The course is being updated to add a Distance Education component.

The committee approved BUSAD 210 with a Distance Education component (Hybrid and 100% Online).

Note: This course equates with BUSAD 210 at SBVC.

D. CIS 105 Database Concepts and Design

The course is being updated to meet the C-ID Descriptor Requirement and six-year revision.

The committee approved CIS 105 as a six-year revision.

- **NEW PREREQUISITE:** None
- **NEW DEPARTMENTAL RECOMMENDATION:** Successful completion of CIS 101
- **NEW CATALOG DESCRIPTION:** Fundamentals of database concepts with an emphasis on the design and implementation of relational databases. Includes coverage of basic database administration tasks, data models, data quality, data security, database management systems, and Structured Query Language (SQL).
- **NEW SCHEDULE DESCRIPTION:** Fundamentals of database concepts and design. Includes coverage of basic database administration tasks, data models, data quality, data security, database management systems, and Structured Query Language (SQL).

Note: This course equates with CIT 215 at SBVC.

E. CIS 163 Introduction to PhotoShop

The committee approved CIS 163 as a six-year revision.

- **NEW COURSE TITLE:** Adobe PhotoShop
- **NEW DEPARTMENTAL RECOMMENDATION:** Successful completion of CIS 091
- **NEW CATALOG DESCRIPTION:** Design, creation, and manipulation of original and existing images and photographs using Adobe PhotoShop. Preparation for the Adobe Certified Expert (ACE) certification exam in PhotoShop.
- **NEW SCHEDULE DESCRIPTION:** Design, creation, and manipulation of original and existing images and photographs using Adobe PhotoShop. Preparation for the Adobe Certified Expert (ACE) certification exam in PhotoShop.

Note: This course is not equated with SBVC. The course is not offered at SBVC.

F. GEOL 150H Geology and the Environment – Honors

The course title is being changed to match GEOL 150.

The committee approved GEOL 150H with a prerequisite of Acceptance into the College Honors Institute.

- **NEW COURSE TITLE:** Contemporary Geology: Hazards, Resources and Environmental Concerns – Honors

Note: This course is not equated with SBVC. The course is not offered at SBVC.

G. GEOL 170 Geologic History of the Great Basin

A correction is being made to the hours of the class and course update.

The committee approved GEOL 170 as a six-year revision.

- **NEW DEPARTMENTAL RECOMMENDATION(S):** Eligibility for MATH 095.
Eligibility for ENGL 101
- **NEW MINIMUM SEMESTER HOURS:**
LECTURE: 2
LAB: 42
- **NEW CATALOG DESCRIPTION:** Discussion and observation of the physical and historical geology and natural history of the Great Basin province of the United States, with specific emphasis on the geology of Death Valley National Park. Lectures preparatory to the field trip and geologic tools will be utilized to explore, understand, and observe the geology in the Great Basin and around Death Valley. Tools of geologic inquiry include field notes, hand lens, Brunton compass, topographic maps, aerial photographs, remote sensing, Geographic Information Systems (GIS), and Global Positional Systems (GPS). Student must attend the field trip or complete an approved alternative assignment to successfully complete the course.
- **NEW SCHEDULE DESCRIPTION:** Discussion and observation of the physical and historical geology and natural history of the Great Basin province of the United States, with specific emphasis on the geology of Death Valley National Park. Student must attend the field trip or complete an approved alternative assignment to successfully complete the course.

Note: This course equates with GEOL 170 at SBVC.

H. GEOL 175 Geology of the Eastern Mojave Desert

A correction is being made to the hours of the class and course update.

The committee approved GEOL 175.

- **NEW MINIMUM SEMESTER HOURS:**
LECTURE: 2
LAB: 42

- **NEW CATALOG DESCRIPTION:** Discussion and observation of the physical and historical geology and natural history of the Great Basin of the United States, with specific emphasis on the geology of Eastern Mojave Desert. Lectures prior to the field trip and geologic tools will be utilized to observe, explore, and understand the geology of the Eastern Mojave Desert. Student must attend the field trip or complete an approved alternative assignment to successfully complete the course.
- **NEW SCHEDULE DESCRIPTION:** Discussion and observation of the physical and historical geology and natural history of the Great Basin Geomorphic Province of the United States, with specific emphasis on the geology of Eastern Mojave Desert. Student must attend the field trip or complete an approved alternative assignment to successfully complete the course.

Note: This course is not equated with SBVC. The course is not offered at SBVC.

I. GEOL 180 Geology of Joshua Tree National Park

A correction is being made to the hours of the class and course update.

The committee approved GEOL 180.

- **NEW MINIMUM SEMESTER HOURS:**
LECTURE: 2
LAB: 42
- **NEW CATALOG DESCRIPTION:** Discussion and field observation of the physical and historical geology and natural history of the Joshua Tree National Park area. Lectures prior to the field trip and geologic tools will be utilized to observe, explore, and understand the geologic history of Joshua Tree National Park. Student must attend the field trip or complete an approved alternative assignment to successfully complete the course.
- **NEW SCHEDULE DESCRIPTION:** Discussion and field observation of the physical and historical geology and natural history of the Joshua Tree National Park area. Student must attend the field trip or complete an approved alternative assignment to successfully complete the course.

Note: This course is not equated with SBVC. The course is not offered at SBVC.

J. GEOL 181 Geology of the Anza Borrego Region

A correction is being made to the hours of the class and course update.

The committee approved GEOL 181.

- **NEW MINIMUM SEMESTER HOURS:**
LECTURE: 2
LAB: 42
- **NEW CATALOG DESCRIPTION:** Discussion and field observation of the physical and historical geology of the Anza Borrego Region in San Diego County, CA. Lectures prior to the field trip and geologic tools will be utilized to observe, explore, and understand the geology of the region. Student must attend the field

trip or complete an approved alternative assignment to successfully complete the course.

- **NEW SCHEDULE DESCRIPTION:** Discussion and field observation of the physical and historical geology of the Anza Borrego Region in San Diego County, CA. Student must attend the field trip or complete an approved alternative assignment to successfully complete the course.

Note: This course is not equated with SBVC. The course is not offered at SBVC.

K. GEOL 251 Geology of National Parks and Monuments

The committee approved GEOL 251 as a six-year revision.

- **NEW DEPARTMENTAL RECOMMENDATIONS:** Successful completion of GEOL 100 or GEOL 100H and GEOL 101 or GEOL 101H
- **NEW CATALOG DESCRIPTION:** This course consists of a study of the geology of selected national parks and monuments of the United States. Emphasis will be on the geologic process that formed each park or monument. Student must attend the field trip or complete an approved alternative assignment to successfully complete the course.
- **NEW SCHEDULE DESCRIPTION:** Study of the geology of selected national parks and monuments of the United States, with particular emphasis on the geologic process which formed them. Student must attend the field trip or complete an approved alternative assignment to successfully complete the course.

Note: This course equates with GEOL 251 at SBVC.

L. GEOL 270 Geology of the Eastern Sierra Nevada

A correction is being made to the hours and a course update.

The committee approved GEOL 270 as a six-year revision.

- **NEW DEPARTMENTAL RECOMMENDATIONS:** Eligibility for MATH 095.
Eligibility for ENGL 101
- **NEW MINIMUM SEMESTER HOURS:**
LECTURE: 2
LAB: 42
- **NEW CATALOG DESCRIPTION:** Discussion and observation of the physical and historical geology and natural history of the Pacific Coast province of the United States, with specific emphasis on the geology of Eastern Sierra Nevada. Lectures preparatory to the field trip and geologic tools will be utilized to explore, understand, and observe the geology in the southern section of the Sierra Nevada (from Ridgecrest area to north of Big Pine, CA). Student must attend the field trip or complete an approved alternative assignment to successfully complete the course.
- **NEW SCHEDULE DESCRIPTION:** Discussion and observation of the physical and historical geology and natural history southern Sierra Nevada (from Ridgecrest area to north of Big Pine, CA). Lectures preparatory to the field trip

and geologic tools will be utilized in the field study. Student must attend the field trip or complete an approved alternative assignment to successfully complete the course.

Note: This course equates with GEOL 270 at SBVC.

M. HIST 170 World Civilizations (3500 BCE – 1500CE)

The course is being updated to meet the C-ID Descriptor Requirement.

The committee approved HIST 170 with the provision that percentage ranges for methods of evaluation are added to the course outline.

- **NEW DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101 or ENGL 101H
- **NEW SCHEDULE DESCRIPTION:** Historical development of world societies from the time of human origins to the 16th century.

Note: This course equates with HIST 170 at SBVC.

N. HIST 170H World Civilizations (3500 BCE – 1500CE) – Honors

The course is being updated to meet the C-ID Descriptor Requirement.

The committee approved HIST 170H with the provision that percentage ranges for methods of evaluation are added to the course outline. The prerequisite of Acceptance into the College Honors Institute was also approved.

- **NEW SCHEDULE DESCRIPTION:** Historical development of world societies from the time of human origins to the 16th century. This course includes content and experiences appropriate for students wishing to earn honors credit.

Note: This course is not equated with SBVC. Course is not offered at SBVC.

O. HIST 171 World Civilizations (1500 CE to the Present)

The course is being updated to meet the C-ID Descriptor Requirement and adding a Distance Education component.

The committee approved HIST 171 with the provision that percentage ranges for methods of evaluation are added to the course outline. Also approved was the Distance Education component (Hybrid and 100% Online).

- **NEW DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101 or ENGL 101H
- **NEW SCHEDULE DESCRIPTION:** Historical development of world societies from the 16th century to present.

Note: This course equates with HIST 171 at SBVC.

P. HIST 171H World Civilizations (1500 CE to the Present) – Honors

The course is being updated to meet the C-ID Descriptor Requirement.

The committee approved HIST 171H with the provision that percentage ranges for methods of evaluation are added to the course outline. The prerequisite of Acceptance into the College Honors Institute was also approved.

- **NEW SCHEDULE DESCRIPTION:** Historical development of world societies from the 16th century to present. This course includes content and experiences appropriate for students wishing to earn honors credit.

Note: This course is not equated with SBVC. Course is not offered at SBVC.

NEW COURSES

Q. MATH 085 PreStatistics

Statewide data regarding throughput rates to transfer level courses indicate system wide failure in traditional pathways. California Community Colleges developed alternative pathways in response to this problem. Data consistently demonstrates increases in success and throughput rates for the non-STEM students. The CSU and UC systems currently accept these pathways as meeting prerequisites for transfer level statistics courses.

The committee approved MATH 085 as a new course.

DISCIPLINE: Mathematics

DEPARTMENT: Mathematics

COURSE ID: MATH 085

COURSE TITLE: PreStatistics

PREREQUISITE: None

COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

SEMESTER UNITS: 6

MINIMUM SEMESTER HOURS:

LECTURE: 96

CATALOG DESCRIPTION: This is an intensive course which introduces core concepts from arithmetic, prealgebra, elementary and intermediate algebra, and descriptive statistics that prepares students for transfer-level statistics. Topics include numerical information, evaluating expressions relating to statistical formulas, graphical and numerical descriptive statistics for quantitative and categorical data, including two-way tables and linear regression, and an introduction to the normal distribution.

SCHEDULE DESCRIPTION: An intensive course which introduces core concepts from arithmetic, prealgebra, elementary and intermediate algebra, and descriptive statistics that prepares students for transfer-level statistics.

Note: This course is not equated with SBVC. Course is not offered at SBVC.

R. KIN/X 151AX3 Intercollegiate Golf – Men In-Season Athletics

This course is an essential part of a comprehensive kinesiology program which includes intercollegiate athletics.

The committee approved KIN/X 151AX3 as a new course.

DISCIPLINE: Kinesiology (Intercollegiate Athletics)
DEPARTMENT: Kinesiology and Health
COURSE ID: KIN/X 151AX3
COURSE TITLE: Intercollegiate Golf – Men In-Season Athletics
PREREQUISITE: None
COREQUISITE: None
DEPARTMENTAL RECOMMENDATION: None
SEMESTER UNITS: 3
MINIMUM SEMESTER HOURS:
LAB: 144

CATALOG DESCRIPTION: Instruction and training in the techniques, strategies, conditioning and teamwork required for intercollegiate golf competition. This course is intended for members of the Men's Intercollegiate Golf team. Limitation on enrollment: enrollment is based on a successful tryout.

SCHEDULE DESCRIPTION: Instruction and training in the techniques, strategies, conditioning and teamwork required for intercollegiate golf competition. This course is intended for members of the Men's Intercollegiate Golf team. Limitation on enrollment: enrollment is based on a successful tryout.

Note: This course is not equated with SBVC. Course is not offered at SBVC.

S. KIN/X 151BX3 Intercollegiate Golf – Men Off-Season Athletics

This course is an essential part of a comprehensive kinesiology program which includes intercollegiate athletics.

The committee approved KIN/X 151BX3 as a new course.

DISCIPLINE: Kinesiology (Intercollegiate Athletics)
DEPARTMENT: Kinesiology and Health
COURSE ID: KIN/X 151BX3
COURSE TITLE: Intercollegiate Golf – Men Off-Season Athletics
PREREQUISITE: None
COREQUISITE: None
DEPARTMENTAL RECOMMENDATION: None
SEMESTER UNITS: 2
MINIMUM SEMESTER HOURS:
LAB: 96

CATALOG DESCRIPTION: Off-season sports conditioning in preparation for intercollegiate athletic participation for male golfers. Sport specific training with the goal of addressing individual needs, growth and development. Limitation on enrollment: enrollment is based on a successful tryout.

SCHEDULE DESCRIPTION: Off-season sports conditioning in preparation for intercollegiate athletic participation for male golfers. Sport specific training with the

goal of addressing individual needs, growth and development. Limitation on enrollment: enrollment is based on a successful tryout.

Note: This course is not equated with SBVC. Course is not offered at SBVC.

T. KIN/X 160AX3 Intercollegiate Tennis – Women In-Season Athletics

This course is an essential part of a comprehensive kinesiology program which includes intercollegiate athletics.

The committee approved KIN/X 160AX3 as a new course.

DISCIPLINE: Kinesiology (Intercollegiate Athletics)
DEPARTMENT: Kinesiology and Health
COURSE ID: KIN/X 160AX3
COURSE TITLE: Intercollegiate Tennis – Women In-Season Athletics
PREREQUISITE: None
COREQUISITE: None
DEPARTMENTAL RECOMMENDATION: None
SEMESTER UNITS: 3
MINIMUM SEMESTER HOURS:
LAB: 144
CATALOG DESCRIPTION: Instruction and training in the techniques, strategies, conditioning and teamwork required for intercollegiate tennis competition. This course is intended for members of the Women's Intercollegiate Tennis team. Limitation on enrollment: enrollment is based on a successful tryout.
SCHEDULE DESCRIPTION: Instruction and training in the techniques, strategies, conditioning and teamwork required for intercollegiate tennis competition. This course is intended for members of the Women's Intercollegiate Tennis team. Limitation on enrollment: enrollment is based on a successful tryout.

Note: This course is not equated with SBVC. Course is not offered at SBVC.

U. KIN/X 160BX3 Intercollegiate Tennis – Women Off-Season Athletics

This course is an essential part of a comprehensive kinesiology program which includes intercollegiate athletics.

The committee approved KIN/X 160BX3 as a new course.

DISCIPLINE: Kinesiology (Intercollegiate Athletics)
DEPARTMENT: Kinesiology and Health
COURSE ID: KIN/X 160BX3
COURSE TITLE: Intercollegiate Tennis – Women Off-Season Athletics
PREREQUISITE: None
COREQUISITE: None
DEPARTMENTAL RECOMMENDATION: None
SEMESTER UNITS: 2
MINIMUM SEMESTER HOURS:
LAB: 96

CATALOG DESCRIPTION: Off-season sports conditioning in preparation for intercollegiate athletic participation for female tennis players. Sport specific training with the goal of addressing individual needs, growth and development. Limitation on enrollment: enrollment is based on a successful tryout.

SCHEDULE DESCRIPTION: Off-season sports conditioning in preparation for intercollegiate athletic participation for female tennis players. Sport specific training with the goal of addressing individual needs, growth and development. Limitation on enrollment: enrollment is based on a successful tryout.

Note: This course is not equated with SBVC. Course is not offered at SBVC.

V. KIN/X 161AX3 Intercollegiate Tennis – Men In-Season Athletics

This course is an essential part of a comprehensive kinesiology program which includes intercollegiate athletics.

The committee approved KIN/X 161AX3 as a new course.

DISCIPLINE: Kinesiology (Intercollegiate Athletics)
DEPARTMENT: Kinesiology and Health
COURSE ID: KIN/X 161AX3
COURSE TITLE: Intercollegiate Tennis – Men In-Season Athletics
PREREQUISITE: None
COREQUISITE: None
DEPARTMENTAL RECOMMENDATION: None
SEMESTER UNITS: 3
MINIMUM SEMESTER HOURS:
LAB: 144

CATALOG DESCRIPTION: Instruction and training in the techniques, strategies, conditioning and teamwork required for intercollegiate tennis competition. This course is intended for members of the Men's Intercollegiate Tennis team. Limitation on enrollment: enrollment is based on a successful tryout.

SCHEDULE DESCRIPTION: Instruction and training in the techniques, strategies, conditioning and teamwork required for intercollegiate tennis competition. This course is intended for members of the Men's Intercollegiate Tennis team. Limitation on enrollment: enrollment is based on a successful tryout.

Note: This course is not equated with SBVC. Course is not offered at SBVC.

W. KIN/X 161BX3 Intercollegiate Tennis – Men Off-Season Athletics

This course is an essential part of a comprehensive kinesiology program which includes intercollegiate athletics.

The committee approved KIN/X 161BX3 as a new course.

DISCIPLINE: Kinesiology (Intercollegiate Athletics)
DEPARTMENT: Kinesiology and Health
COURSE ID: KIN/X 161BX3
COURSE TITLE: Intercollegiate Tennis – Men Off-Season Athletics
PREREQUISITE: None

COREQUISITE: None
DEPARTMENTAL RECOMMENDATION: None
SEMESTER UNITS: 2
MINIMUM SEMESTER HOURS:

LAB: 96

CATALOG DESCRIPTION: Off-season sports conditioning in preparation for intercollegiate athletic participation for male tennis players. Sport specific training with the goal of addressing individual needs, growth and development. Limitation on enrollment: enrollment is based on a successful tryout.

SCHEDULE DESCRIPTION: Off-season sports conditioning in preparation for intercollegiate athletic participation for male tennis players. Sport specific training with the goal of addressing individual needs, growth and development. Limitation on enrollment: enrollment is based on a successful tryout.

Note: This course is not equated with SBVC. Course is not offered at SBVC.

PROGRAM MODIFICATION

X. Administrative Assistant Certificate

This certificate is replacing the Office Assistant Certificate approved last year. The title has been changed and the units have been reduced.

The committee approved to amend the Office Assistant Certificate to the Administrative Assistant Certificate.

**Administrative Assistant Certificate
Certificate of Achievement**

This certificate is designed to prepare students for entry-level positions as administrative assistants. It provides students computer literacy skills, a solid foundation in Microsoft Windows and Office, as well as business communication and employability skills that are needed for success in the workplace.

REQUIRED COURSES:		UNITS
CIS 091	Essential Technology Skills for College and Career Success	3.00
CIS 095	Employability Skills for Technical Careers	2.00
CIS 101	Introduction to Computer and Information Technology	3.00
CIS 106	Spreadsheet Concepts and Application with Excel	3.00
BUSAD 145	Business Communication	(4.00)
OR		
COMMST 145	Business Communication	(4.00)
TOTAL UNITS		15.00

3.

The committee approved the following realignment of courses into disciplines:

OLD COURSE ID	COURSE TITLE	NEW COURSE ID
CHC 090	College Study Skills and Strategies	LCR 090
CHC 099	Learning Community Seminar	LRC 099
CHC 100	Student Success and the College Experience	COUN 100
CHC 900	Essentials for Student Success	COUN 900

OLD DISCIPLINE	NEW DISCIPLINE
LRC, Learning Resources	LRC, Learning Assistance

Educational Assistance (EA) is being created under the discipline of Learning Disabilities: Disabled Students Programs and Services

NEW DISCIPLINE
Learning Disabilities: Disabled Students Programs and Services (EA)

OLD COURSE ID	COURSE TITLE	NEW COURSE ID	NEW COURSE TITLE
LRC 958	Tools and Strategies for Academic Success	EA 958	
LRC 920	Self Advocacy and Strategies for Success	EA 920	
LRC 907	Learning Disability Assessment	EA 907	Diagnostic Assessment
LRC 925	Access Technology Support Lab	EA 925	

Crafton Hills College General Education changes:

The committee approved the following changes to Crafton Hills College General Education:

	OLD COURSE ID	NEW COURSE ID
Social Behavior Sciences:	MCS 120	SOC 106
	MCS 132	SOC 132
	MCS 136	ANTHRO 136
Humanities:	MCS 110	ASL 115
	MCS 136	ANTHRO 136
Diversity and Multiculturalism:	MCS 110	ASL 115
	MCS 120	SOC 106
	MCS 132	SOC 132
	MCS 136	ANTHRO 136

IGETC Changes:

The committee approved the following changes to IGETC:

	OLD COURSE ID	NEW COURSE ID
Area 3B Humanities:	MCS 110	ASL 115
	MCS 136	ANTHRO 136
Area 4C	MCS 132	SOC 132
Area 4D	MCS 120	SOC 106

CSU Changes

The committee approved the following changes to CSU.

	OLD COURSE ID	NEW COURSE ID
C:2	MCS 110	ASL 115
	MCS 136	ANTHRO 136
D:3	MCS 132	SOC 132
D:4	MCS 120	SOC 106
D:7	MCS 110	ASL 115
	MCS 136	ANTHRO 136

4. Information Item

The Academic Senate heard the recommendation regarding the creation of an Ethnic Studies discipline and also heard from the department chair of the area the courses are in and decided the following:

OLD COURSE ID	COURSE TITLE	NEW COURSE ID
MCS 132	Identity and Ideology: Introduction to Chicano(s) and Latino(a) Studies	SOC 132
MCS 136	Arab Culture and Civilization	ANTHRO 136
MCS 120	Tribulation, Triumph and Transformation: Introduction to Women's Studies	SOC 106

Since we are a sub-committee of the Academic Senate, this will be submitted for Board approval as an Information Item.

5. SB 1440

Troy reported:

- ART 113 was submitted for C-ID approval after the course was board approved on November 10, 2016.

6. Operational Issues

Kim reported:

- Course caps have been updated except for Fire Technology, Radiologic Technology, Respiratory Care, and Public Safety.
- Did not receive course caps for Honors courses and courses that have not been taught in a while.
- Kim is working with Denise to develop a process for determining caps for new courses.
- The Public Safety discipline was approved for first reading and is going to the next level. The Senate is optimistic that it will be approved.

Bryan reported:

- The State Curriculum Inventory is moving forward. The state is approving curriculum based on receiving it; the liability will fall with the Vice President of Instruction if there is a problem.

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The next Curriculum meeting will be held on **November 28, 2016 at 2 p.m. in CCR (Crafton Center) 233.**