

**CRAFTON HILLS COLLEGE
CURRICULUM COMMITTEE
MINUTES
October 23, 2017**

VOTING MEMBERS:
Note: ✓If Present

Brandi Bailes
Troy Dial✓
Kenneth George✓
Laurie Green✓
Catherine Hendrickson✓

Rick Hogrefe
Shohreh Rahbarnia✓
Kim Salt (Chair)✓
Michael Sheahan
Sherri Wilson✓

NON-VOTING MEMBERS:
Note: ✓If Present

Kathy Bakhit✓
Robert Brown✓
Kirsten Colvey
Joe Cabrales
Kristina Heilgeist✓

Miriam Saadeh✓
Mark Snowwhite✓
Michelle Tinoco✓
Dan Word✓

VISITORS:

Snezana Petrovic

1. Approval of minutes from September 25, 2017 meeting

The minutes were approved by consensus.

We did not have a quorum for the meeting held on October 9, 2017.

2. Action Items

PROGRAM MODIFICATIONS

A. CHEM 150 General Chemistry I

The department is adding CHEM 101 to the course. Crafton Hills College is one of three community colleges that does not have a Chemistry prerequisite for the course. Data shows that students who take CHEM 101 first do significantly better in class. In addition to helping ensure student success, students entering CHEM 150 with a knowledge of basic chemical principles and concepts will be better prepared for the laboratory and have a safer learning experience. The American Chemical Society California Diagnostic Exam (referred to as the Chemistry Placement Examination) is a recognized assessment tool by the California Community Colleges Chancellor's Office. The exam is administered by many local area community colleges (LA Pierce College, College of the Canyons, Santa Monica College, LA Valley College, Pasadena City College, Mt. San Antonio College, and Glendale College) to assess placement in General Chemistry.

The committee approved CHEM 150 as a course modification with the revised prerequisite.

- **NEW PREREQUISITE:** MATH 095 or eligibility for MATH 102 as determined through the Crafton Hills College assessment process. CHEM 101 or eligibility for CHEM 150 as determined through the Crafton Hills College assessment process

B. CHEM 150H General Chemistry I – Honors

The committee approved CHEM 150H as a course modification with the revised prerequisite.

- **NEW PREREQUISITE:** MATH 095 or eligibility for MATH 102 as determined through the Crafton Hills College assessment process. CHEM 101 or eligibility for CHEM 150 as determined through the Crafton Hills College assessment process. Acceptance into the College Honors Institute

C. RELIG 101 Introduction to World Religions

The committee approved RELIG 101 with a Distance Education component (hybrid and 100% online). In addition, the prerequisite was updated from ENGL 015 to ENGL 010 to reflect the current course number of Preparation for College English.

- **NEW PREREQUISITE:** ENGL 010 or eligibility for ENGL 101 as determined through the Crafton Hills College assessment process

NEW PROGRAM

D. Multimedia Art Certificate of Achievement

In response to the committee’s recommendation to add a one-unit capstone course, Snezana’s research revealed that this is the model being used at other colleges and the additional course would be redundant.

The committee approved the Multimedia Art Certificate as a new program. Kim will make the correction to the description.

Multimedia Art Certificate of Achievement

The Multimedia Art Certificate program introduces art focused foundational skills in two and three-dimensional design with an emphasis on design vocabulary, methods, and techniques for visualization from 2D into 3D shapes from hand sketching, sculpting, to computer-aided rendering, graphic design, 2D layout, and 3D modeling. The certificate indicates student knowledge in multimedia, variety of software, theory and plastic art skills necessary for an entry-level careers in films (model and props making), animation, gaming, interior design, industrial and packaging design, stage/set design, architecture, mechanical engineering, medical industry, and 3D printing.

Required		Units
ART120	Foundations of Two-Dimensional Design	3
ART121	Foundations of Three-Dimensional Design	3

ART124	Drawing I	3
ART175	Sculpture	3
CIS163	Adobe Photoshop	3
CIS180	Computer Graphics with Adobe Illustrator	1 – 3
Total Units		16 – 18

3. Curriculum Committee Training

- Changes to PCAH (Program and Course Approval Handbook)

Nothing to report.

- Changes to Title 5

Nothing to report.

- COR (Course Outline of Record) document

Kim reported that our recommendation to approve inserting the following template into the course outline of record would be on the agenda at the next Academic Senate meeting.

To comply with Title 5, the committee developed the table below to include the additional information (In-Class Minimum and Maximum hours and Outside Minimum and Maximum Hours) to the Course Outline of Record (COR).

Example: COR for CHEM 150 General Chemistry I, 5 Units

METHOD	IN-CLASS		OUTSIDE CLASS	
	Minimum Hours	Maximum Hours	Minimum Hours	Maximum Hours
Lecture	48	54	96	108
Lab	96	108		
Clinic	0	0		
Field	0	0		
Activity	0	0		
Work Experience (Unpaid)	0	0		
Work Experience (Paid)	0	0		
Independent Study	0	0		
TOTAL	144	162	96	108

4. Operational Issues

- Until Kim receives word from Academic Senate, Honors courses will not be approved as Distance Education.
- If a prerequisite is removed for a course, the course is required to be resubmitted for articulation.

The next Curriculum meeting will be held on **November 13th at 2 p.m. in CCR 233.**