

**CRAFTON HILLS COLLEGE  
CURRICULUM COMMITTEE  
MINUTES  
September 10, 2018**

**VOTING MEMBERS:**  
**Note: ✓If Present**

Debbie Bogh✓  
Troy Dial✓  
**Gwen DiPonio (Co-Chair)✓**  
Kenneth George✓  
Laurie Green✓

Catherine Hendrickson✓  
Rick Hogrefe✓  
Shohreh Rahbarnia✓  
**Kim Salt (Co-Chair)✓**  
Sherri Wilson✓

**NON-VOTING MEMBERS:**  
**Note: ✓If Present**

Kelli Dower  
Kirsten Colvey  
Joe Cabrales  
Kristin Garcia✓  
Kristina Heilgeist✓

Van Muse  
Miriam Saadeh  
Reyna Uribe✓  
Dan Word  
Keith Wurtz

**VISITORS:**

Danielle McCoy  
Sam Truong

1. Approval of Minutes from August 27, 2018 meeting

The minutes were approved with corrections.

2. **COURSE MODIFICATIONS**

- A. ANAT 101 Essentials of Human Anatomy and Physiology

Textbooks were updated.

The committee approved ANAT 101 as a six-year revision.

Note: The course is not currently equated with SBVC.

- B. CIS 211 Advanced Web Design and Development

The course was tabled.

The department is changing the course title from Cascading Style Sheet (CSS) Web Design to Advanced Web Design and Development. There was a concern regarding the word "Advanced." It could be misleading. Gwen will talk to Denise Allen.

**NEW COURSES**

- C. VOC/N 670 Basic Wildland Firefighter Training

This course was tabled.

There was a concern whether this course may be a mistake. Gwen will talk to Dan Sullivan.

## **COURSE DELETIONS**

### **D. FIRET 078 Fire Inspection Academy**

The committee approved the deletion of FIRET 078. This course is the only requirement for the Fire Inspection Academy Certificate. Gwen will contact Dan Sullivan to submit a deletion of this certificate.

### **E. FIRET 091A Selected Topics in Fire Technology**

The committee approved the deletion of FIRET 091A.

### **F. FIRET 094D Selected Topics in Fire Technology**

The committee approved the deletion of FIRET 094D.

### **G. FIRET 095D Selected Topics in Fire Technology**

The committee approved the deletion of FIRET 095D.

### **H. FIRET 220A Selected Topics in Fire Technology**

The committee approved the deletion of FIRET 220A.

## **3. Operational Issues**

- Laurie Green reported that Program Learning Outcomes (PLOs) were discussed at District Assembly. SBVC will be posting PLOs in their catalog using Courseleaf. If you have PLOs that need to be posted in the catalog, contact Kristina Heilgeist. Crafton is currently using Smart Catalog for the maintenance of our catalog.
- A couple years ago at the direction of the State it was recommended to remove courses from the catalog that were out of compliance (courses that had not been updated or being offered). Under the direction of Bryan Reece, Vice President of Instruction, at the time, Faculty Chairs removed the courses that were out of compliance from the college catalog. As a result, this caused some confusion because courses were not permanently deleted. The courses are listed as Active in Colleague, CurricUNET, and ASSIST. The committee is recommending the following:
  1. Laurie Green will ask District Assembly if there is a procedure in place for “banking courses.”
  2. Gwen will talk to Troy about the list of “hidden courses” and will bring the information back to faculty chairs.

The next Curriculum meeting will be held on **September 24 at 2 p.m. in CCR 233.**