

**CRAFTON HILLS COLLEGE
CURRICULUM COMMITTEE
MINUTES
September 24, 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 September 10, 2018 meeting

The minutes were approved with corrections.

2. **COURSE MODIFICATIONS**

- A. ASL 101 American Sign Language I

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

- **NEW CATALOG DESCRIPTION:** Introduction to American Sign Language as used by the Deaf community in the United States. Study of a basic vocabulary of approximately 400 signs, typical ASL sentence structures and social conventions involved in ASL. Discussion of the history of d/Deaf education and the Deaf community up to the end of the nineteenth century. NOTE: This course corresponds to the first year of high school American Sign Language.

Note: Currently equated with ASL 109 at SBVC.

- B. ASL 102 American Sign Language II

The committee approved ASL 102 as a six-year revision with corrections. The committee recommended changing the departmental recommendation from Concurrent enrollment in ASL 115 to Previous or concurrent enrollment in ASL 115. The prerequisite of ASL 101 was also approved.

- **NEW DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101. Previous or concurrent enrollment in ASL 115
- **NEW CATALOG DESCRIPTION:** Continuing introduction to American Sign Language as used by the Deaf community in the United States. Study of a more advanced vocabulary of approximately 400 additional signs, ASL sentence structures and social conventions involved in ASL. Discussion of Deaf Culture, norms, and values. NOTE: This course corresponds to the second year of high school American Sign Language.

Note: Currently equated with ASL 110 at SBVC.

C. ASL 103 American Sign Language III

The committee approved ASL 103 as a six-year revision with corrections. The committee recommended changing the departmental recommendation from Concurrent enrollment in ASL 115 to Previous or concurrent enrollment in ASL 115. The prerequisite of ASL 102 was also approved.

- **NEW DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101. Previous or concurrent enrollment in ASL 115

Note: Currently equated with ASL 111 at SBVC.

D. ASL 104 American Sign Language IV

The committee approved ASL 104 as a six-year revision with corrections. The committee recommended changing the departmental recommendation from Concurrent enrollment in ASL 200 or ASL 205 to Previous or concurrent enrollment in ASL 200 or ASL 205. The prerequisite of ASL 103 was also approved.

- **NEW DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101. Previous or concurrent enrollment in ASL 200 or ASL 205
- **NEW CATALOG DESCRIPTION:** Continued intermediate study of American Sign Language as used by the Deaf community in the United States. Study of increasingly more advanced vocabulary and grammar structures and application of skills in both formal and informal contexts.
- **NEW SCHEDULE DESCRIPTION:** Continued intermediate study of American Sign Language as used by the Deaf community in the United States.

Note: Currently equated with ASL 112 at SBVC.

E. CIS 211 Web Design and Development II (Formerly Cascading Style Sheet (CSS) Web Design)

The course was tabled.

Although “Advanced” was removed from the course title, it is listed throughout the course outline of record. Gwen will contact Denise Allen regarding the committee’s concerns.

NEW COURSES

F. ENGL 256 Analysis of Poetry

English 256 is a genre course that can be subtitled in a variety of ways. This gives the English Department a flexible course that takes advantage of our faculty members' special areas of expertise while also meeting our students' need for an enlightening, transferable literature class.

The course will give more breadth to the AAT degree and course major prep.

The committee approved ENGL 256 with a prerequisite of ENGL 101 and ENGL 101H as a new course.

- **COURSE TITLE:** Analysis of Poetry
- **COURSE ID:** ENGL 256
- **PREREQUISITE:** ENGL 101 or ENGL 101H
- **COREQUISITE:** None
- **DEPARTMENTAL RECOMMENDATION:** None
- **UNITS:** 3
- **MINIMUM SEMESTER HOURS:**
Lecture: 48
- **CATALOG DESCRIPTION:** Study of poetry as a literary genre through readings, in-class discussions, and analytical assignments. Emphasis will be on a particular type of poetry. (See the current course schedule for the specific sub-genre).
- **SCHEDULE DESCRIPTION:** Study of poetry as a literary genre through readings, in-class discussions, and analytical assignments. Emphasis will be on a particular type of poetry. (See the current course schedule for the specific sub-genre).

Note: The course is not currently equated with SBVC.

G. FIRET 504 The Advanced Firefighter Continuing Education

The course was tabled.

Kim and Gwen will contact Dan Sullivan regarding the committee's concerns.

H. FIRET/N 600A Basic Wildland Firefighter Training I

The course fulfills the College's mission in that it supports fire service education in the community and assists in meeting the ends of the workforce. It fully satisfies the National certification standard for National Wildland Coordinating Group (NWCG) Wildland Firefighter for Federal Wildland Agencies. It partially fulfills the skills necessary to become a State of California Certified Firefighter I.

The committee approved FIRET/N 600A as a new course with corrections. The committee recommended adding "I" to the course title.

- **COURSE TITLE:** Basic Wildland Firefighter Training I
- **COURSE ID:** FIRET/N 600A
- **PREREQUISITE:** None
- **COREQUISITE:** None
- **DEPARTMENTAL RECOMMENDATION:** None
- **UNITS:** 0
- **MINIMUM SEMESTER HOURS:**
Lecture: 5
Lab: 27
- **CATALOG DESCRIPTION:** FIRET/N 600A, is an introduction to basic wildland firefighting theory and skills, study of the characteristics and behavior of wildland fires, equipment use, basic wildland tactics and incident command principles.
- **SCHEDULE DESCRIPTION:** FIRET/N 600A, is an introduction to basic wildland firefighting theory and skills, study of the characteristics and behavior of wildland fires.

I. FIRET/N 600B Basic Wildland Firefighter Training II

The committee approved FIRET/N 600B as a new course with corrections. The committee recommended adding "II" to the course title.

- **COURSE TITLE:** Basic Wildland Firefighter Training II
- **COURSE ID:** FIRET/N 600B
- **PREREQUISITE:** None
- **COREQUISITE:** None
- **DEPARTMENTAL RECOMMENDATION:** None
- **UNITS:** 0
- **MINIMUM SEMESTER HOURS:**
Lecture: 5
Lab: 27
- **CATALOG DESCRIPTION:** FIRET/N 600B, is an introduction to basic wildland firefighting theory and skills, study of the characteristics and behavior of wildland fires, equipment use, basic wildland tactics and incident command principles.
- **SCHEDULE DESCRIPTION:** FIRET/N 600B, is an introduction to basic wildland firefighting theory and skills, study of the characteristics and behavior of wildland fires.

J. FIRET/N 600C Basic Wildland Firefighter Training III

The committee approved FIRET/N 600C as a new course with corrections. The committee recommended adding "III" to the course title.

- **COURSE TITLE:** Basic Wildland Firefighter Training III
- **COURSE ID:** FIRET/N 600C
- **PREREQUISITE:** None
- **COREQUISITE:** None
- **DEPARTMENTAL RECOMMENDATION:** None
- **UNITS:** 0
- **MINIMUM SEMESTER HOURS:**

Lecture: 5
Lecture: 27

- **CATALOG DESCRIPTION:** FIRET/N 600C, is an introduction to basic wildland firefighting theory and skills, study of the characteristics and behavior of wildland fires, equipment use, basic wildland tactics and incident command principles.
- **SCHEDULE DESCRIPTION:** FIRET/N 600C, is an introduction to basic wildland firefighting theory and skills, study of the characteristics and behavior of wildland fires, equipment use, basic wildland tactics and incident command principles.

COURSE DELETIONS

K. FIRET 060A-Z Selected Topics in Fire

The committee approved the deletion of FIRET 060A-Z.

L. FIRET 224CX3 Selected Topics in Fire

The committee approved the deletion of FIRET 224CX3.

M. FIRET 225A Selected Topics in Fire

The committee approved the deletion of FIRET 225A.

N. FIRET 230B Selected Topics in Fire

The committee approved the deletion of FIRET 230B.

O. FIRET 233A Selected Topics in Fire

The committee approved the deletion of FIRET 233A.

P. FIRET 235A Selected Topics in Fire

The committee approved the deletion of FIRET 235A.

Q. FIRET 235B Selected Topics in Fire

The committee approved the deletion of FIRET 235B.

R. FIRET 235D Selected Topics in Fire

The committee approved the deletion of FIRET 235D.

S. FIRET 236C Selected Topics in Fire

The committee approved the deletion of FIRET 236C.

T. FIRET 236D Selected Topics in Fire

The committee approved the deletion of FIRET 236D.

U. FIRET 527 Medical First Responder

The committee approved the deletion of FIRET 527.

PROGRAM MODIFICATIONS

V. Computer Information Systems Certificate

The department is updating the certificate due to course modification of CIS 211 and course deletions of CIS 114 and CIS 116.

The committee approved the Computer Information Systems Certificate with corrections pending approval of CIS 211. The total units were changed from 30 to 30-31.

**COMPUTER INFORMATION SYSTEMS CERTIFICATE
Certificate of Achievement**

The objective of this certificate is to provide students the knowledge and skills necessary to prepare for employment in entry-level positions in the field of Computer Information Systems. The certificate indicates that the student has acquired knowledge of the different aspects of information technology including programming, hardware, networking, databases, and web design.

REQUIRED COURSES

		Units
CIS 095	Employability Skills for Technical Careers	2
CIS 101	Introduction to Computer and Information Technology	3
CIS 104	Object Oriented Programming with Visual Basic	3
or		
CIS 113	Java Programming	3
or		
CSCI 110	Introduction to Computer Science I (C++)	3
CIS 111	Web Page Programming and Design	3
CIS 130	Hardware and Information Technology	3
CIS 140	Introduction to Networks (Cisco CCNA 1)	4

Students must complete at least twelve additional units from the following courses:

		Units
CIS 104	Object Oriented Programming with Visual Basic	3
CIS 105	Database Concepts and Design	3
CIS 113	Java Programming	3
CIS 117	Scripting	3
CSCI 110	Introduction to Computer Science I (C++)	3
CSCI 120	Introduction to Computer Science II (C++)	3
CIS 109	Operating Systems and Environments	3
CIS 132	Systems and Network Administration	3
CIS 141	Basic Routing and Switching (Cisco CCNA 2)	4
CIS 161	Website Design and Programming Using Dreamweaver	3
CIS 163	Adobe Photoshop	3
CIS 211	Web Design and Development II	3

Total Units **30-31**

W. Associate of Science Degree Computer Information System

The department is updating the degree due to course modifications of CIS 162 and CIS 211 and course deletions of CIS 114 and CIS 116.

The committee approved the Associate of Science Degree Computer Information Systems with corrections pending approval of CIS 211. The total units were changed from 27-28 to 27-29.

ASSOCIATE OF SCIENCE DEGREE COMPUTER INFORMATION SYSTEMS

REQUIRED COURSES

		Units
CIS 095	Employability Skills for Technical Careers	2
CIS 101	Introduction to Computer and Information Technology	3
CIS 130	Hardware and Information Technology	3
CIS 140	Introduction to Networks (Cisco CCNA 1)	4

One of the following courses:

		Units
CIS 104	Object Oriented Programming with Visual Basic	3
CIS 111	Web Page Programming and Design	3
CIS 113	Java Programming	3
CSCI 110	Introduction to Computer Science I (C++)	3

Students must select one area of emphasis from the following four options:

EMPHASIS IN PROGRAMMING

Students must complete at least twelve additional units from the following:

		Units
CIS 104	Object Oriented Programming with Visual Basic	3
CIS 105	Database Concepts and Design	3
CIS 113	Java Programming	3
CSCI 110	Introduction to Computer Science I (C++)	3
CSCI 120	Introduction to Computer Science II (C++)	3
CIS 117	Scripting	3
CIS 121	Android Application Development	3
CIS 125	Introduction to C#.NET Programming	3
CIS 190D	Software Development Work Experience	1-3
MATH 102	College Algebra	5

or

EMPHASIS IN WEB DESIGN

Students must complete at least twelve additional units from the following:

		Units
CIS 111	Web Page Programming and Design	3
CIS 117	Scripting	3
CIS 161	Website Design and Programming Using Dreamweaver	3
CIS 162	Adobe Animate	3
CIS 163	Adobe Photoshop	3
or		
CIS 180	Computer Graphics with Adobe Illustrator	1-3
CIS 190A	Web Design Work Experience	1-3
CIS 211	Web Design and Development II	3

or

EMPHASIS IN COMPUTER ASSISTED GRAPHIC DESIGN

Students must complete at least twelve additional units from the following:		Units
CIS 162	Adobe Animate	3
CIS 163	Adobe Photoshop	3
CIS 165	Introduction to 3D Modeling and Animation	3
CIS 166	Advanced 3D Modeling and Animation	3
CIS 180	Computer Graphics with Adobe Illustrator	1-3
CIS 182	Desktop Publishing with Adobe InDesign	1-3
CIS 184	Photoshop and Digital Photography	3
CIS 190E	Digital Media Design Work Experience	1-3
ART 120	Foundations of Two-Dimensional Design	3

or

EMPHASIS IN SYSTEMS AND NETWORK ADMINISTRATION

Students must complete at least twelve additional units from the following:		Units
CIS 109	Operating Systems and Environments	3
CIS 132	Systems and Network Administration	3
CIS 134	Introduction to Information Systems Security	3
CIS 141	Basic Routing and Switching (Cisco CCNA 2)	4
CIS 142	Advanced Routing and Switching (Cisco CCNA 3)	4

Total Units **27-29**

Lower division requirements for students interested in transferring to a four-year institution in this field may differ from associate degree requirements. Prospective transfer students should complete the general education and lower division requirements of the school to which they will be transferring. See a counselor for details. Information is also available at www.assist.org.

X. Web Design Certificate
Certification of Achievement

The department is updating the certificate due to course modifications of CIS 162 and CIS 211.

The committee approved the Web Design Certificate pending approval of CIS 211 and on the condition to increase the number of units to a minimum of 16 to allow for eligibility of financial aid. Gwen will contact Denise Allen.

NOTE: Denise Allen agreed to increase the units to 18. CIS 117 and CIS 180 were updated from Recommended Courses to Required Courses as noted below.

WEB DESIGN CERTIFICATE
Certificate of Achievement

The objective of this certificate is to provide students the knowledge and skill necessary for employment in entry-level positions in the field of web design. The certificate indicates that the student has acquired knowledge of web design and development with an emphasis on graphic and visual elements and the web-specific Adobe Creative applications.

REQUIRED COURSES		Units
CIS 111	Web Page Programming and Design	3
CIS 161	Website Design and Programming Using Dreamweaver	3
CIS 162	Adobe Animate	3
CIS 163	Adobe Photoshop	3
CIS 211	Web Design and Development II	3
CIS 117	Web Page Scripting	3
or		
CIS 180	Digital Illustration with Adobe Illustrator I	3
Total Units		18

Y. Firefighter I Basic Training Academy Certificate
Certificate of Achievement

The department is updating the certificate to reflect the unit change in FIRET 115.

The committee approved the Firefighter I Basic Training Academy Certificate.

FIREFIGHTER I BASIC TRAINING ACADEMY CERTIFICATE
Certificate of Achievement

The objective of this certificate is to develop the skills required for Firefighter I Certification and to develop the teamwork skills, attitudes and public service commitment necessary for employment in the fire service. Completion of this certificate may lead to entry-level employment as a firefighter in the public or private sectors. The Firefighter I Basic Training Academy is approved by the California State Fire Marshal's Office as an Accredited Regional Training Program (ARTP).

Admission: Open to all students who have completed the prerequisite courses. Registration is limited to class size restrictions. Contact the Fire Technology program for application materials.

PREREQUISITES		Units
FIRET 100	Fire Protection Organization	3
FIRET 101	Fire Prevention Technology	3
EMT-I Emergency Medical Technician I certification. (Applicants must provide current National Registry card or local EMSA card.)		

Completion of either a "CPAT" (Candidate Physical Ability Test) or the Biddle Physical Agility Test that is valid through the last day of the Fire Academy. Completed Medical Clearance for Firefighters.

RECOMMENDED COURSES		Units
ENGL101	Freshman Composition	4

Candidates must successfully complete a minimum of 16 units of prescribed coursework. A minimum grade of "C" must be maintained in all required coursework to remain in the Fire Academy and to receive the Firefighter I Basic Training Academy Certificate. NOTE: A "C" or better in these courses is considered to be 80% or higher.

REQUIRED COURSES		Units
KIN/F 049	Basic Firefighter Physical Fitness	2
FIRET 115	Firefighter I Basic Training Academy	16
Total Units		18

- Z. California Company Officer Certificate
Certificate of Achievement
(Formerly California Fire Officer Training Certificate)

The certificate has been tabled. Gwen will contact Dan Sullivan.

The units are changing from 33 to 12.5. Since this is a drastic change to the original certificate, the committee recommended the submission of a new certificate.

- AA. Associate of Arts Degree Political Science

The committee approved the Associate of Arts Degree with one abstention (Laurie Green).

ASSOCIATE OF ARTS DEGREE POLITICAL SCIENCE

REQUIRED COURSES		Units
POLIT 100	American Politics	3
or		
POLIT 100H	American Politics-Honors	3
POLIT 110	Introduction to Political Theory	3
MATH 110	Introduction to Probability and Statistics	4
or		
MATH 110H	Introduction to Probability and Statistics-Honors	4
or		
PSYCH 120	Statistics for the Social and Behavioral Sciences	4

Students must complete at least three units from the following list:		Units
POLIT 102	California Politics and Culture	3
POLIT 104	Introduction to Comparative Politics	3
POLIT 106	Introduction to World Politics	3

Students must complete at least six additional units from the following list:		Units
HIST 100	History of the United States to 1877	3
or		
HIST 100H	History of the United States to 1877-Honors	3
HIST 101	History of the United States 1865 to Present	3
or		
HIST 101H	History of the United States 1865 to Present-Honors	3
HIST 170	World Civilizations (3500 BCE-1500CE)	3
or		
HIST 170H	World Civilizations (3500 BCE-1500CE)-Honors	3
HIST 171	World Civilizations (1500 CE to the Present)	3
or		
HIST 171H	World Civilizations (1500 CE to the Present)-Honors	3

Students must complete at least three additional units from the following list: Units

ECON 100	Introduction to Economics	3
ECON 200	Principles of Macroeconomics	3
or		
ECON 200H	Principles of Macroeconomics-Honors	3
ECON 201	Principles of Microeconomics	3
or		
ECON 201H	Principles of Microeconomics-Honors	3

RECOMMENDED COURSES **Units**

It is recommended that students complete their general education requirements in physical and biological sciences and mathematics by taking the following courses:

GEOG 110	Physical Geography	3
or		
GEOG 110H	Physical Geography-Honors	3
GEOG 111	Physical Geography Laboratory	1
or		
GEOG 111H	Physical Geography Laboratory-Honors	1
ANTHRO 106	Biological Anthropology	3
or		
ANTHRO 106H	Biological Anthropology-Honors	3
ANTHRO 116	Biological Anthropology Laboratory	1

Total Units **22**

Lower division requirements for students interested in transferring to a four-year institution in this field may differ from associate degree requirements. Prospective transfer students should complete the general education and lower division requirements of the school to which they will be transferring. See a counselor for details. Information is also available at www.assist.org.

BB. Associate of Arts in Political Science for Transfer

The degree was tabled. Gwen will contact Steve Hellerman.

NEW PROGRAMS

**CC. Basic Wildland Firefighter Training
Certificate of Completion**

The committee approved the Basic Wildland Firefighter Training Certificate as a new certificate.

**BASIC WILDLAND FIREFIGHTER TRAINING CERTIFICATE
CERTIFICATE OF COMPLETION**

The Basic Wildland Firefighter Training certificate of completion includes instruction in basic wildland firefighting theory and skills, study of the characteristics and behavior of wildland fires, equipment use, basic wildland tactics and incident command principles.

		Hours
FIRET/N 600A	Basic Wildland Firefighter Training I	32
FIRET/N 600B	Basic Wildland Firefighter Training II	32
FIRET/N 600C	Basic Wildland Firefighter Training III	32

Total Hours

96

3. Operational Issues

Laurie reported that the Academic Senate is not aware of the phrase “Banking Courses.” The committee recommended that Troy, Keith, and possibly Gwen (Kim is not available) address the Senate regarding the issues relating to “Hidden or Banked Courses.”

The next Curriculum meeting will be held on **October 8 at 2 p.m. in CCR 233.**