

**CRAFTON HILLS COLLEGE
CURRICULUM COMMITTEE
MINUTES
January 13, 2020**

VOTING MEMBERS:

Note: ✓ If Present

Gwen DiPonio (Co-Chair)✓

Kim Salt (Co-Chair)✓

Debbie Bogh✓

Kristen Clements✓

Troy Dial ✓

Laurie Green

Catherine Hendrickson

Rick Hogrefe✓

Frank Madrid✓

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

Kay Weiss✓

Dan Word

Keith Wurtz✓

Visitors: Kenny George

1. Approval of Minutes December 9, 2019

The minutes were approved.

Keith introduced Kay Weiss to the committee. She is the new Dean of Letters, Arts, and Mathematics replacing Kelli Dower.

2. Action Items

COURSE MODIFICATIONS

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

The course was tabled.

Recommendations:

1. Revise title

2. More specific toward business world; add business professions

B. PBSF 127 Emergency Services Decision Making and Problem Solving

The committee approved PBSF 127 with a Distance Education component only (hybrid).

NEW COURSES

C. KIN/F 112A Pole Fitness I and KIN/F 112B Pole Fitness II

KIN/F 112A Pole Fitness I

The course was tabled.

KIN/F 112B Pole Fitness II

The course was tabled.

Kim will go over the changes with Colleen.

D. KIN/F 199A – Z Selected Topics in Fitness I

The course was tabled.

Selected topics was never moved over from PE to KIN/F. Kim will talk to Colleen regarding the changes.

COURSE DELETION

E. CIS 091 Essential Technology Skills for College and Career Success

The department has decided not to delete CIS 091.

F. ENGL 914 Basic English Skills

Due to AB-705 the department is requesting the deletion of ENGL 914.

The committee approved ENGL 914 as a course deletion.

G. FIRET 049 Basic Firefighter Physical Fitness

The course was tabled.

PROGRAM MODIFICATION

H. Associate of Science Degree Computer Information Systems

The degree was tabled.

NEW PROGRAMS

I. Associate of Arts Degree Marketing

The committee approved the Associate of Arts Degree in Marketing as a new degree with the condition that program level outcomes are written for the degree.

ASSOCIATE OF ARTS DEGREE MARKETING

The Associate of Arts degree in Marketing enables students to transfer to a four-year institution leading to a baccalaureate degree. Career opportunities exist in many areas of marketing.

		Units
MULTI 100	Multimedia Foundations	3
BUSAD 100	Introduction to Business	3
BUSAD 210	Business Law	3
MARKET 100	Introduction to Marketing Principles	3
MARKET 106	Retail Management	3
MARKET 110	Principles of Advertising	3
Total Units		18

J. Associate of Arts Degree Accounting

The committee approved the Associate of Arts Degree in Accounting as a new degree with the condition that program level outcomes are written for the degree.

ASSOCIATE OF ARTS DEGREE ACCOUNTING

The Associate of Arts degree in Accounting at Crafton Hills College is designed to meet the needs of students transferring to four-year Universities who intend to major in accounting or other business-related fields of study.

		Units
BUSAD 053	Business Computations	3
ACCT 105	Accounting with QuickBooks and Excel	4
BUSAD 100	Introduction to Business	3
ACCT 208	Introduction to Financial Accounting	4
ACCT 209	Introduction to Managerial Accounting	4
BUSAD 210	Business Law	3
Total Units		21

3. Operational Issues

Keith would like to have a conversation regarding adding maximum hours to the course outline of record.

At the December 9 Curriculum meeting the committee agreed by consensus to recommend to the Academic Senate that the following items be added to the Course Outline of Record.

The following items are on the next Academic Senate Agenda:

- Program Level Outcomes
- Program Goals and Objectives
 - Note: Currently in CurricUNET but not printing
- Catalog Description
- Proposed Sequence of Courses
- Bottom of the page: Last Update:
- Bottom of the page: Board Date:

The next Curriculum meeting will be held on **Monday, January 27 at 2 p.m. in CCR 233.**