

**CRAFTON HILLS COLLEGE  
CURRICULUM COMMITTEE  
MINUTES  
April 27, 2020  
Online Meeting**

**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✓

**Visitor:**

Renee Azenaro

Colleen Maloney-Hinds

1. Approval of Minutes for April 13, 2020.

The minutes were approved. It was mentioned that Catherine Hendrickson is not on the committee, but we have not received anything official from the Academic Senate to remove her from the committee.

2. Action Items

**COURSE MODIFICATIONS**

A. CHC 062 Introduction to Online Learning

The committee approved CHC 062 has a six-year revision. The DE component was also approved (100% online).

- **New Catalog Description:** This course covers LMS basics, time management skills, discussion board utilization, online research and storage resources, and online student services. NOTES: 1) This course should be taken before enrolling in an online course. 2) This course is graded on a Pass or No Pass basis only.
- **New Schedule Description:** The course provides an overview of the Canvas LMS and prepares students to transition successfully to the online learning environment. As such, the course includes several types of activities and assignments that reflect common assignment types for DE (distance education) courses at Crafton Hills College in general. NOTES: 1) This course should be taken before enrolling in an online course. 2) This course is graded on a Pass or No Pass basis only.

Note: The course is not currently equated with SBVC.

B. ENGL 128 Intermediate Literary Magazine Production: The Sand Canyon Review

The committee approved ENGL 128 with a prerequisite of ENGL 127 as a six-year revision.

Note: The course is not currently equated with SBVC.

C. ENGL 152 Intermediate Composition and Literature

Since ENGL 152 is also taught as an Honors course, the courses should be reviewed together. At this time, the committee will only be reviewing the DE component for ENGL 152.

The committee approved the DE component (hybrid and 100% online) for ENGL 152 with the condition that Gwen would check with the ETC Committee regarding the Methods of Evaluation. There was a concern that there were more evaluation methods than were listed in the first half. The prerequisite of ENGL 101 and ENGL 101H were also approved.

Note: The course is equated with ENGL 151 at SBVC.

D. HEALTH 265 Nutrition for Fitness and Performance

The department was asked to add a few topics and objectives to meet requirements for Category E as well as the psychological aspects that were suggested. The department wanted to make sure that the students could use the units toward Category E and not just for the major.

The committee approved HEALTH 265 with a DE component (100% online). Kim will fix the Out of Class Minimum Hours to 96.

- **New Catalog Description:** Examines the current nutritional requirements and dietary practices for peak performance for those who are physically active as well as those who participate in athletic competition. Focuses on the role of macro and micronutrients, hydration, energy pathways, body composition and ergogenic aids and their role on performance, physiological and physiological health. Social and cultural aspects are also examined.

- **New Schedule Description:** Examines the current nutritional requirements and dietary practices for peak performance for those who are physically active as well as those who participate in athletic competition. Focuses on the role of macro and micronutrients, hydration, energy pathways, body composition and ergogenic aids and their role on performance, physiological and physiological health. Social and cultural aspects are also examined.

Note: The course is not currently equated with SBVC.

E. THART 124X2 Beginning Performance Workshop

The course is performance-based which provides supervised rehearsal and performance of a musical and play and as such the lecture hour component should be replaced with lab hours.

The committee approved THART 124X2 with the condition of updating the textbooks. The prerequisite of "Audition" was also approved as well as the corequisite of THART 134X4. Gwen will contact Paul Jacques regarding the textbooks.

- **New Minimum Semester Hours**  
**Lab:** 144

Note: The course is equated with THART 114X4 at SBVC.

F. THART 134X4 Technical Theatre Workshop

The course is a workshop and involves the supervised practice of practical technical theatre elements; the lecture component is being removed.

The committee approved THART 134X4.

- **New Prerequisite:** None
- **New Minimum Semester Hours**  
**Lab:** 48

Note: The course is equated with THART 160X4 at SBVC.

G. THART 140X2 Intermediate Performance Workshop

The course is performance-based which provides supervised rehearsal and performance of a musical and play and as such the lecture hour component should be replaced with lab hours.

The committee approved THART 140X2 with the condition of updating the textbooks. The prerequisite of THART 124X2 was also approved. Gwen will contact Paul Jacques regarding the textbooks.

- **New Minimum Semester Hours**  
**Lab:** 144

Note: The course is not currently equated with SBVC.

## DE APPROVAL

### H. ASL 105 American Sign Language V

The committee approved ASL 105 with a prerequisite of ASL 104 with a DE component (hybrid).

## NEW COURSES

### I. HSE/N 601 Belly Dancing

This course helps to improve the fitness level of our students, encourages the love of dance, and exposes students to music and culture from various parts of the world. This variation allows students to take the course as a non-credit course.

The committee approved HSE/N 601 as a new course. The enrollment will be left blank until it goes through the formal process of determining enrollment.

- **Discipline:** Health and Safety Education (Noncredit)
- **Department:** Kinesiology and Health Education
- **Course Title:** Belly Dancing
- **Course ID:** HSE/N 601
- **Prerequisite:** None
- **Corequisite:** None
- **Departmental Recommendation:** None
- **Semester Unit:** 0
- **Minimum Semester Hours:**  
**Lab:** 30
- **Catalog Description:** Learn muscle control and fluidity while strengthening the core, encouraging good posture, improving flexibility, and gaining body confidence. Learn the basic movements and isolations as well as the posture and styling of belly dance. No previous dance experience necessary.
- **Description:** Learn muscle control and fluidity while strengthening the core, encouraging good posture, improving flexibility, and gaining body confidence. Learn the basic movements and isolations as well as the posture and styling of belly dance. No previous dance experience necessary.

### J. MULTI 191A-Z Selected Topics in Multimedia

The courses were tabled.

The committee is recommending that the courses be offered as Independent Study or Special Projects.

K. THART 122 Sound for Stage and Screen – **Listed as THART 131 on the agenda**

This course is essential for the study of sound design and reinforcement for performance in the theatre arts and is representative of the variety of course offerings necessary to maintain a comprehensive community college theatre arts program. This course is associate degree applicable, transfers to CSU and is recommended for students wishing to earn an AA in Theatre Arts.

The committee approved THART 122 as a new course. The enrollment will be left blank until it goes through the formal process of determining enrollment. The Curriculum Committee changed the course number to THART 122 because THART 131 was assigned to Modern Dance I (End Date: 1979).

- **Discipline:** Theatre Arts
- **Department:** Fine Arts
- **Course Title:** Sound for Stage and Screen
- **Course ID:** THART 122
- **Prerequisite:** None
- **Corequisite:** None
- **Departmental Recommendation:** None
- **Semester Units:** 3
- **Minimum Semester Hours:**  
**Lecture:** 48
- **Catalog Description:** This course is an introductory course in the equipment and techniques used in theatrical and studio sound design, utilizing hands-on and computer training methods.
- **Schedule Description:** This course is an introductory course in the equipment and techniques used in theatrical and studio sound design, utilizing hands-on and computer training methods.

Note: The course is equated with THART 131 at SBVC.

L. THART 123 Lighting Design Fundamentals – **Listed as THART 132 on the agenda**

This course is essential for the study of basic lighting principles, design and application in the theatre arts and is representative of the variety of course offerings necessary to maintain a comprehensive community college theatre arts program. This course is associate degree applicable, transfers to CSU and is recommended for students wishing to earn an AA in Theatre Arts.

The committee approved THART 123 as a new course. The enrollment will be left blank until it goes through the formal process of determining enrollment. The Curriculum Committee changed the course number to THART 123 because THART 132 was assigned to Modern Dance I (End Date: 1979).

- **Discipline:** Theatre Arts
- **Department:** Fine Arts
- **Course Title:** Lighting Design Fundamentals
- **Course ID:** THART 123

- **Prerequisite:** None
- **Corequisite:** None
- **Departmental Recommendation:** None
- **Semester Units:** 3
- **Minimum Semester Hours:**  
**Lecture:** 48
- **Catalog Description:** This course involves the study and execution of stage lighting with emphasis on equipment, control, color, and their relationship to design.
- **Schedule Description:** This course involves the study and execution of stage lighting with emphasis on equipment, control, color, and their relationship to design.

Note: The course is equated with THART 132 at SBVC.

M. THART 129 Fundamentals of Costume Design – **Listed as THART 139 on the agenda**

This course is essential for the study of technical production work, design and performance in the theatre arts and is representative of the variety of course offerings necessary to maintain a comprehensive community college theatre arts program. This course is associate degree applicable, transfers CSU and is recommended for students wishing to earn an AA in Theatre Arts.

The committee approved THART 129 as a new course. The enrollment will be left blank until it goes through the formal process of determining enrollment. The Curriculum Committee changed the course number to THART 129.

- **Discipline:** Theatre Arts
- **Department:** Fine Arts
- **Course Title:** Fundamentals of Costume Design
- **Course ID:** THART 129
- **Prerequisite:** None
- **Corequisite:** None
- **Departmental Recommendation:** None
- **Semester Units:** 3
- **Minimum Semester Hours:**  
**Lecture:** 48
- **Catalog Description:** Students will study costume history, design, and basic construction techniques as an introduction to basic theatrical costuming. Fabrics and their various uses will be investigated.
- **Schedule Description:** Students will study costume history, design, and basic construction techniques as an introduction to basic theatrical costuming. Fabrics and their various uses will be investigated.

Note: The course is equated with THART 139 at SBVC.

N. THART 147 Theatre Movement

This course is essential for the study of technical production work, design and performance in the theatre arts and is representative of the variety of course offerings necessary to maintain a comprehensive community college theatre arts program. This course is associate degree applicable, transfers to CSU and is recommended for students

wishing to earn an AA in Theatre Arts.

The committee approved THART 147 as a new course. The enrollment will be left blank until it goes through the formal process of determining enrollment.

- **Discipline:** Theatre Arts
- **Department:** Fine Arts
- **Course Title:** Theatre Movement
- **Course ID:** THART 147
- **Prerequisite:** None
- **Corequisite:** None
- **Departmental Recommendation:** None
- **Semester Units:** 3
- **Minimum Semester Hours:**  
**Lecture:** 48
- **Catalog Description:** This course is an introduction to the theory and fundamentals of stage movement. Students will develop physical awareness, range, and clarity. The course guides student work on physical characterization for modern and period-style plays.
- **Schedule Description:** This course is an introduction to the theory and fundamentals of stage movement. Students will develop physical awareness, range, and clarity. The course guides student work on physical characterization for modern and period-style plays.

Note: The course is equated with THART 147 at SBVC.

#### O. THART 165 Fundamentals of Stage Makeup

This course is essential for the study of basic makeup, prosthetics and airbrush design and application in the theatre arts and is representative of the variety of course offerings necessary to maintain a comprehensive community college theatre arts program. This course is associate degree applicable, transfers to CSU and is recommended for students wishing to earn an AA in Theatre Arts.

The committee approved THART 165 as a new course. The enrollment will be left blank until it goes through the formal process of determining enrollment.

- **Discipline:** Theatre Arts
- **Department:** Fine Arts
- **Course Title:** Fundamentals of Stage Makeup
- **Course ID:** THART 165
- **Prerequisite:** None
- **Corequisite:** None
- **Departmental Recommendation:** None
- **Semester Units:** 3
- **Minimum Semester Hours:**  
**Lecture:** 48

- **Catalog Description:** This course is an introduction to the theory, design, and application of makeup for the stage.
- **Schedule Description:** This course is an introduction to the theory, design, and application of makeup for the stage.

Note: The course is equated with THART 165 at SBVC.

### 3. Operational Issues:

Keith Wurtz reported:

This is the current Emergency DE Blanket Addendum based on feedback from ETC, Chairs, and Curriculum Committee.

## **Emergency DE Blanket Addendum (DRAFT)**

### **Requirements from the California Community College Chancellor's Office**

- Include list of courses covered by addendum and courses planned to F2F (those that support essential infrastructure)
- Need a plan for obtaining local approval for all courses included in the addendum by December 30, 2020. Plan needs to include: summary of local approval process (including committees involved) schedule of number of courses approved monthly. Courses offered remotely need to meet the following requirements:
  - The outcomes for the course need to be achieved
  - Instruction needs to meet requirements for regular and effective contact
  - Accessibility requirements need to be met
- For accreditation purposes, colleges must identify all programs, degrees, or certificates that will transition to more than 50% online
- A plan for ongoing PD: anticipated training schedules and topics, anticipated number of faculty and staff trained

### **Plan for Obtaining local approval for all courses**

**Step 1: Chairs Committee** – The Faculty Department Chairs are in the best position to identify which courses can be offered remotely.

- The Faculty Department Chairs will identify courses that need to be offered remotely.

### **Step 2: Curriculum Committee**

- The Curriculum Committee will approve the courses to be offered as distance education in an emergency situation.
- The following statement will be added to the Course Outline of Record for each course that can be offered remotely during an emergency situation.



**In emergency circumstances that require campus closure, remote instruction may be incorporated. Courses offered remotely will achieve or adapt stated learning outcomes for the remote environment. Instruction will maintain regular effective contact through conferencing and LMS applications. Instructional materials will be adapted to meet ADA compliance. Instructors will be supported through available campus resources including Alternative Media and Assistive Technology Specialist, DSPS Office, PD Lead, DE Lead, and other available resources to help ensure that instructional materials are accessible to persons with disabilities.**

Continuation of Keith's report:

We will need to submit our plan by May 20, 2020 for summer. Keith will provide a list to Kim of courses that will be taught during the summer and fall semester.

As of right now the Course Outline of Record will not need to be refiled.

Keith will check with the ETC Committee regarding the use of new terminology for hybrid courses. Once there is a recommendation Kim will bring it to the Academic Senate.

Kim is going to check with CurricUNET to see if they can get the Content Review Report to work. Since the report is working at SBVC it might be an easy fix. Kim has been using her own report to track courses and six-year revisions. Kim will be sending out the courses due for six-year revisions next week.

The next Curriculum meeting will be held on **Monday, May 11 at 2 p.m. online. The link will be sent with the agenda.**