

**CRAFTON HILLS COLLEGE
CURRICULUM COMMITTEE
MINUTES
August 24, 2020
Online Meeting**

VOTING MEMBERS:

Note: ✓ If Present

Gwen DiPonio (Co-Chair)✓

Kim Salt (Co-Chair)✓

Eva Bell✓

Debbie Bogh✓

Kristen Clements✓

Troy Dial ✓

Rick Hogrefe✓

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

Kenny George

Oscar Ho

Goodbye to Frank Madrid

There is a name missing from the members list. Losing Frank was a great shock. We really put him through the ringer with his curriculum, and as you witnessed, he handled each request with grace and kindness. He really wanted to learn how to work the process well. He had a wonderful smile and demeanor toward all of us in this committee, and it will take a while for us to get used to not seeing him enter this zoom or CCR-233.

1. Approval of Minutes for May 11, 2020.

The minutes were approved.

2. Action Items

COURSE MODIFICATIONS

- A. ART 105 History of Modern Art

The committee approved ART 105 as a six-year revision.

Note: The course is currently equated with ART 105 at SBVC.

B. ART 120 Foundations of Two-Dimensional Design

The committee approved ART 120 as a six-year revision.

Note: The course is currently equated with ART 120 at SBVC.

C. BUSAD 100 Introduction to Business

The course was tabled. Troy will email UC and C-ID requirements to Kenny George.

D. BUSAD 200 Business Management

The committee approved BUSAD 200 as a six-year revision. The DE component was also approved (100% online).

- **New Departmental Recommendation:** None
- **New Catalog Description:** Business Management course examines the theory, techniques, and applications of management systems. Planning, organizing, leading, and controlling are issues addressed. Topics include environmental influences, organization design and structure, motivation, total quality management, ethics, production, and international management.
- **New Schedule Description:** Business Management course examines the theory, techniques, and applications of management systems. Planning, organizing, leading, and controlling are issues addressed. Topics include environmental influences, organization design and structure, motivation, total quality management, ethics, production, and international management.

Note: The course is currently equated with BUSAD 120 at SBVC. BUSAD 200 ended at SBVC on 08/15/10.

E. HEALTH 267 Food and Culture

Keith will reach out to the department to find out if the course outline should be approved for Emergency Remote Instruction.

The committee approved HEALTH 267 as a six-year revision. The DE component was also approved (100% online). Kim will add the Out-of-Class Minimum Hours (96) to the course outline.

- **New Catalog Description:** A multi-cultural perspective on traditional and contemporary food choices. Considers customs associated with food in relation to religion, geography, health/medicine, human survival, and symbolism. The impact of socio-economics, psychological considerations and implications, historical events, population movements, and geography are also discussed.

- **New Schedule Description:** A multi-cultural perspective on traditional and contemporary food choices. Considers customs associated with food in relation to religion, geography, health/medicine, human survival, and symbolism. The impact of socio-economics, psychological considerations and implications, historical events, population movements, and geography are also discussed.

Note: The course is not currently equated with SBVC.

F. MARKET 100 Introduction to Marketing Principles

The committee approved MARKET 100 as a six-year revision. The DE component was also approved (100% online).

- **New Catalog Description:** Introduction to marketing principles course is designed to serve as an introduction to the basic principles of marketing, practices, and the application of these practices. This course examines our present-day marketing system from a managerial point of view and has a current events component to help emphasize the marketing principles in today's business world. Subjects covered include consumers, market research and target markets, feasibility analysis, products, promotion, channels of distribution, pricing, international marketing and use of technology in marketing.
- **New Schedule Description:** Introduction to marketing principles course is designed to serve as an introduction to the basic principles of marketing, practices, and the application of these practices.

Note: The course is currently equated with BUSAD 103 at SBVC.

G. MARKET 110 Principles of Advertising

The committee approved MARKET 110 as a six-year revision. The DE component was also approved (100% online).

Note: The course is not currently equated with SBVC.

NEW COURSES

H. BUSAD 108 Personal Finance Planning

The course was tabled. Troy will resend GE reviewer guiding notes and work with Kenny.

I. BUSAD 131 The Business of Sports

The course is an elective course in business to help students help navigate our business structure of major league teams in the United States. The class is to help students in the field of management, public service, entrepreneurship, accounting, finance, and marketing. The course is also offered to assist students in personal growth and enrichment.

The committee approved BUSAD 131 as a new course. The DE component was also approved (100% online).

- **Discipline:** Business
- **Department:** Business and Economics
- **Course Title:** The Business of Sports
- **Course ID:** BUSAD 131
- **Prerequisite:** None
- **Corequisite:** None
- **Departmental Recommendation:** None
- **Semester Unit:** 3
- **Minimum Semester Hours:**
Lecture: 48
- **Catalog Description:** The course is to study the business aspect of the four major sports leagues in North America: Major League Baseball, National Basketball Association, National Football League, National Hockey League. Students will compare and contrast the different leagues and franchises. Students will also study the leadership styles of a select amount of people in the business of sports.
- **Schedule Description:** The course is to study the business aspect of the four major sports leagues in North America: Major League Baseball, National Basketball Association, National Football League, National Hockey League. Students will compare and contrast the different leagues and franchises. Students will also study the leadership styles of a select amount of people in the business of sports.

Note: The course is not currently equated with SBVC.

J. BUSAD 191 Business Ethics

The course was tabled. Troy will send Kenny a guide/examples on how to modify the course for GE proposal.

K. BUSAD 225 Capitalism in America

The course was tabled. Troy will send Kenny a guide/examples on how to modify the course for GE proposal.

L. CSCI 105 Introduction to Unix/Linux

The course was tabled. Kenny is going to meet with Keith and Van regarding if the courses should be moved to CIS.

M. CSCI 113 Programming Fundamentals: Java

The course was tabled. Kenny is going to meet with Keith and Van regarding if the courses should be moved to CIS.

N. KIN/X 190AX3 Intercollegiate Cross Country - Women In-Season

This course is regularly offered at four-year institutions and frequently meets associate degree requirements. This course is an essential part of a comprehensive kinesiology program which includes intercollegiate athletics. This course is associate degree applicable and transfers to CSU. This is the only course on campus that offers in-season instruction for women's intercollegiate cross country.

The committee approved KIN/X 190AX3 as a new course.

- **Discipline:** Athletic Training, Kinesiology-Intercollegiate Athletics
- **Department:** Kinesiology and Health Education
- **Course Title:** Intercollegiate Cross Country - Women In-Season
- **Course ID:** KIN/X 190AX3
- **Prerequisite:** None
- **Corequisite:** None
- **Departmental Recommendation:** None
- **Semester Unit:** 3
- **Minimum Semester Hours:**
Lab: 144
- **Catalog Description:**
This course is intended for members of the Women's Intercollegiate Cross Country team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning, and teamwork required for intercollegiate cross country competition. Enrollment is based on successful tryout.
Schedule Description: This course is intended for members of the Women's Intercollegiate Cross Country team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning, and teamwork required for intercollegiate cross country competition. Enrollment is based on successful tryout.

Note: The course will equate with KINX 111AX3 at SBVC.

O. KIN/X 190BX3 Intercollegiate Cross Country - Women Off-Season

This course is regularly offered at four-year institutions and frequently meets associate degree requirements. This course is an essential part of a comprehensive kinesiology program which includes intercollegiate athletics. This course is associate degree applicable and transfers to CSU. This is the only course on campus that offers off-season instruction for women's intercollegiate cross country.

The committee approved KIN/X 190BX3 as a new course.

- **Discipline:** Athletic Training, Kinesiology-Intercollegiate Athletics
- **Department:** Kinesiology and Health Education
- **Course Title:** Intercollegiate Cross Country - Women Off-Season
- **Course ID:** KIN/X 190BX3
- **Prerequisite:** None
- **Corequisite:** None

- **Departmental Recommendation:** None
- **Semester Unit:** 2
- **Minimum Semester Hours:**
Lab: 96
- **Catalog Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. Enrollment is based on successful tryout.
- **Schedule Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. Enrollment is based on successful tryout.

Note: The course will equate with KINX 111CX3 at SBVC.

P. KIN/X 190CX3 Intercollegiate Cross Country - Women Pre-Season

This course is regularly offered at four-year institutions and frequently meets associate degree requirements. This course is an essential part of a comprehensive kinesiology program which includes intercollegiate athletics. This course is associate degree applicable and transfers to CSU. This is the only course on campus that offers pre-season instruction for women's intercollegiate pre-season cross country.

The committee approved KIN/X 190CX3 as a new course.

- **Discipline:** Athletic Training, Kinesiology-Intercollegiate Athletics
- **Department:** Kinesiology and Health Education
- **Course Title:** Intercollegiate Cross Country - Women Pre-Season
- **Course ID:** KIN/X 190CX3
- **Prerequisite:** None
- **Corequisite:** None
- **Departmental Recommendation:** None
- **Semester Unit:** 1
- **Minimum Semester Hours:**
Lab: 48
- **Catalog Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. Enrollment based on successful tryout.
- **Schedule Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. Enrollment based on successful tryout.

Note: The course will equate with KINX 111BX3 at SBVC.

Q. KIN/X 191AX3 Intercollegiate Cross Country – Men In-Season

This course is regularly offered at four-year institutions and frequently meets associate degree requirements. This course is an essential part of a comprehensive kinesiology

program which includes intercollegiate athletics. This course is associate degree applicable and transfers to CSU. This is the only course on campus that offers in-season instruction for men's intercollegiate cross country.

The committee approved KIN/X 191AX3 as a new course.

- **Discipline:** Athletic Training, Kinesiology-Intercollegiate Athletics
- **Department:** Kinesiology and Health Education
- **Course Title:** Intercollegiate Cross Country – Men In-Season
- **Course ID:** KIN/X 191AX3
- **Prerequisite:** None
- **Corequisite:** None
- **Departmental Recommendation:** None
- **Semester Unit:** 3
- **Minimum Semester Hours:**
Lab: 144
- **Catalog Description:** This course is intended for members of the Men's Intercollegiate Cross Country team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning, and teamwork required for intercollegiate cross country competition. Enrollment is based on successful tryout.
- **Schedule Description:** This course is intended for members of the Men's Intercollegiate Cross Country team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning, and teamwork required for intercollegiate cross country competition. Enrollment is based on successful tryout.

Note: The course will equate with KINX 110AX3 at SBVC.

R. KIN/X 191BX3 Intercollegiate Cross Country – Men Off-Season

This course is regularly offered at four-year institutions and frequently meets associate degree requirements. This course is an essential part of a comprehensive kinesiology program which includes intercollegiate athletics. This course is associate degree applicable and transfers to CSU. This is the only course on campus that offers off-season instruction for men's intercollegiate cross country.

The committee approved KIN/X 191BX3 as a new course.

- **Discipline:** Athletic Training, Kinesiology-Intercollegiate Athletics
- **Department:** Kinesiology and Health Education
- **Course Title:** Intercollegiate Cross Country – Men Off-Season
- **Course ID:** KIN/X 191BX3
- **Prerequisite:** None
- **Corequisite:** None
- **Departmental Recommendation:** None
- **Semester Unit:** 2
- **Minimum Semester Hours:**
Lab: 96

- **Catalog Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. Enrollment is based on successful tryout.
- **Schedule Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. Enrollment is based on successful tryout.

Note: The course will equate with KINX 110CX3 at SBVC.

S. KIN/X 191CX3 Intercollegiate Cross Country – Men Pre-Season

This course is regularly offered at four-year institutions and frequently meets associate degree requirements. This course is an essential part of a comprehensive kinesiology program which includes intercollegiate athletics. This course is associate degree applicable and transfers to CSU. This is the only course on campus that offers pre-season instruction for men's intercollegiate pre-season cross country.

The committee approved KIN/X 191CX3 as a new course.

- **Discipline:** Athletic Training, Kinesiology-Intercollegiate Athletics
- **Department:** Kinesiology and Health Education
- **Course Title:** Intercollegiate Cross Country – Men Pre-Season
- **Course ID:** KIN/X 191CX3
- **Prerequisite:** None
- **Corequisite:** None
- **Departmental Recommendation:** None
- **Semester Unit:** 1
- **Minimum Semester Hours:**
Lab: 48
- **Catalog Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. Enrollment based on successful tryout.
- **Schedule Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. Enrollment based on successful tryout.

Note: The course will equate with KINX 110BX3 at SBVC.

T. MARKET 181 Marketing Pricing Strategies

The course is a marketing course in business to help students help navigate our pricing structure of products and services to be successful in business. The class is to help students in the field of management, public service, entrepreneurship, accounting, finance, and marketing. The course is also offered to assist students in personal growth and enrichment.

The committee approved MARKET 181 as a new course. The DE component was also approved (100% online).

- **Discipline:** Marketing
- **Department:** Business and Economics
- **Course Title:** Marketing Pricing Strategies
- **Course ID:** MARKET 181
- **Prerequisite:** None
- **Corequisite:** None
- **Departmental Recommendation:** None
- **Semester Unit:** 3
- **Minimum Semester Hours:**
Lecture: 48
- **Catalog Description:** The course examines the pricing marketing strategies used by profit, nonprofit, and public organizations. The course will cover a wide range of topics that include: pricing as a means of market segmentation, quantity discounts, product line pricing, product bundling, legal aspects of pricing, and the product life cycle.
- **Schedule Description:** The course examines the pricing marketing strategies used by profit, nonprofit, and public organizations. The course will cover a wide range of topics that include: pricing as a means of market segmentation, quantity discounts, product line pricing, product bundling, legal aspects of pricing, and the product life cycle.

Note: The course is not currently equated with SBVC.

U. MARKET 183 Sports and Entertainment Marketing

The course is a marketing course in business to help students help navigate how to market sports and entertainment to be successful in this business sector business. The class is to help students in the field of management, public service, entrepreneurship, accounting, finance, and marketing. The course is also offered to assist students in personal growth and enrichment.

The committee approved MARKET 183 as a new course. The DE component was also approved (100% online).

- **Discipline:** Marketing
- **Department:** Business and Economics
- **Course Title:** Sports and Entertainment Marketing
- **Course ID:** MARKET 183
- **Prerequisite:** None
- **Corequisite:** None
- **Departmental Recommendation:** None
- **Semester Unit:** 3
- **Minimum Semester Hours:**
Lecture: 48

- **Catalog Description:** The course helps students develop an extensive understanding of marketing concepts and theories that apply to sports, entertainment, and business. The topics that will be covered in this course include the basics of marketing, target marketing and segmentation, sponsorship, event marketing, promotion, and marketing plans. It also provides college and amateur sports marketing, professional sports marketing, public image, the entertainment industry, entertainment marketing, and legal issues for sports and entertainment.
- **Schedule Description:** The course helps students develop an extensive understanding of marketing concepts and theories that apply to sports, entertainment, and business. The topics that will be covered in this course include the basics of marketing, target marketing and segmentation, sponsorship, event marketing, promotion, and marketing plans. It also provides college and amateur sports marketing, professional sports marketing, public image, the entertainment industry, entertainment marketing, and legal issues for sports and entertainment.

Note: The course is not currently equated with SBVC.

3. Approve the Emergency Remote Instruction Outlines:

During the summer Gwen added the following note to 600 courses under the Distributed Education Methods of Instruction:

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.

This will be a standing item on the agenda. We will be approving course outlines for remote instruction each month and should be done by December.

The committee approved the following course outlines for Remote Instruction:

ACCT 105, 208, 209; ANAT 101, 150, 151, 159, 259; ANTHRO 100, 102, 102H, 106, 107, 125; ART 100, 100H 102, 102H, 103, 120, 121, 124, 125, 126, 132, 175, 226, 232; ASL 101, 102, 102, 105, 200, 205; ASTRON 150, 160; BIOL 100, 123, 130, 130h, 131, 131H; BUSAD 053, 100, 103, 105, 145, 200; CD 105, 112, 126, 132, 182, 211, 212, 250; CHC 062; CHEM 101, 102, 123, 150, 151.

4. Operational Issues:

- Keith announced that six-year revisions are due on October 1st.
- The CurricUNET workshop went well for Inservice. Gwen has developed some training videos that are on the Curriculum website. If you have any ideas, please send them to Gwen. The following were brought up today:
 1. How to choose the correct course outline - What is Red, Black, or Blue?
 2. How do I copy a course?
 3. What do I do when I receive an email from CurricUNET? (Emails that are sent in Bold)

4. Guidelines for UC admissions for textbooks

The next Curriculum meeting will be held on **Monday, September 14 at 2 p.m. online. The link will be sent with the agenda.**