

Crafton Hills College

Agenda Report

November 27, 2023

- I. **Call to Order:** Kim Salt (Co-Chair), Gwen Diponio (Co-Chair), Alex Beechko, Kelly Boebinger, Debbie Bogh, Kristen Clements, Troy Dial, Kristin Flores, Andrew Guevara, Rick Hogrefe, David Liu, Shohreh Rahbarnia, Nicolas Reichert, Scott Rippy, Jeff Smith, Reyna Uribe, Kay Weiss, Dan Word, Keith Wurtz.
- II. **Minutes of November 13, 2023**
- III. **Action Items**

Agenda Item	Proposal Information
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Course Modifications

a. Course Subject/Number: ([Anthropology 100](#))

Title: Introduction to Archaeology

Rationale: An introductory course in archaeology is typically offered at community colleges and four-year institutions and is part of a comprehensive community college anthropology curriculum. ANTHRO 100 is associate degree applicable, applies to the associate degree requirements for an A.A. in Anthropology and fulfills the associate degree general education requirement for social and behavioral sciences. This course transfers to CSU and UC, satisfies a CSU GE Breadth general education requirement in Area D, Social Sciences and an IGETC general education requirement in Area 4, Social and Behavioral Sciences.

Departmental Recommendation: Eligibility for ENGL 101

Distance Ed: Yes

Delivery Method: Fully Online, Partially Online

Course Equates: ANTHRO 100 - Introduction to Archaeology

Originator: DiBartolo, Cheryl

b. Course Subject/Number: ([Mathematics 103](#))

Title: Plane Trigonometry

Rationale: This course is a prerequisite for subsequent courses, including precalculus and calculus. The course is Associate Degree applicable and transferable to CSU.

Prerequisite: Eligibility for MATH 103 as determined through the CHC Assessment process.

Distance Ed: No

Originator: Bailes, Brandi

Course Equates: MATH 103 - Plane Trigonometry

New Courses

c. Course Subject/Number: ([Health Education 116](#))

Title: Physical Dimensions of Aging

Rationale: This course is a part of the certificate, the degree and can be used towards the public health or kinesiology degree. It is helpful for anyone who wishes to understand aging and age healthfully.

Distance Ed: Yes

Delivery Method: Fully Online

Originator: Maloney-Hinds, Colleen

d. Course Subject/Number: ([Theatre Arts 154](#))

Title: Audition techniques for Festival Theatre

Rationale: A vital component of any theatre arts curriculum is preparation for an audition with this focus being auditioning for settings where contemporary, classical and musical theater are performed in repertory. The audition is the key not only to getting roles in productions but also in gaining admittance to four-year institutions for further study in theatre. More generally, this course also prepares students in the presentation of themselves in educational, social and work situations and enhances their skill in vocal presentation and verbal acuity. This course is associate-degree applicable and transfers to UC and CSU.

Distance Ed: No

Originator: Jacques, Paul

e. Course Subject/Number: ([Mathematics 107](#))

Title: College Algebra

Rationale: College level course in algebra for majors in the Liberal Arts

Prerequisite: Eligibility for MATH 102 as determined through the CHC Assessment process

Distance Ed: No

Originator: Bailes, Brandi

Course Equates: MATH 102 - College Algebra

f. Course Subject/Number: ([Theatre Arts 184](#))

Title: Voice Acting I

Rationale: This course is one in a series designed to offer CTE training to students in a growing segment of the entertainment industry.

Distance Ed: Yes

Delivery Method: Fully Online, Partially Online

Originator: Jacques, Paul

g. Course Subject/Number: ([Theatre Arts 185](#))

Title: Voice Acting II

Rationale: This course is one in a series designed to offer CTE training to students in a growing segment of the entertainment industry.

Distance Ed: Yes

Delivery Method: Fully Online, Partially Online

Originator: Jacques, Paul

h. Course Subject/Number: ([Theatre Arts 186](#))

Title: Voice Acting for Foreign Localized Content

Rationale: This course is one in a series designed to offer CTE training to students in a growing segment of the entertainment industry.

Distance Ed: Yes

Delivery Method: Fully Online, Partially Online

Originator: Jacques, Paul

i. Course Subject/Number: ([American Sign Language - Non credit 601](#))

Title: Essential Communication for Customer Service

Rationale: The core competencies of an employee in entry-level positions in the Inland Empire include the ability for interpersonal communication. With a diverse service area, many industries lack employees who can sign ASL and communicate with Deaf clients/customers. Cross-cultural communication is often required to obtain and maintain gainful employment. Currently, the Inland Empire has many employees who can speak a variety of languages, but few are competent in the area of ASL and Deaf Culture. This course addresses the skills needed to help students succeed in communicating with Deaf clientele, enabling them to gain communication skills in the areas of greetings, seeking clarifications, asking questions, describing people, understanding diversity within the Deaf Community, and interpersonal skills.

Distance Ed: No

Originator: Andrews, Breanna

j. Course Subject/Number: ([American Sign Language - Non credit 602](#))

Title: Essential (Industry Specific) Workplace Communication

Rationale: The core competencies of an employee in entry-level positions in the Inland Empire include the ability for interpersonal communication. With a diverse service area, many industries lack employees who can sign ASL and communicate with Deaf clients/customers. Cross-cultural communication is often required to obtain and maintain gainful employment. Currently, the Inland Empire has many employees who can speak a variety of languages, but few are competent in the area of ASL and Deaf Culture. This course addresses the skills needed to help students succeed in communicating with Deaf people in the workplace, enabling them to gain communication skills on topics related to airports, retail, first responders, and insurance agencies, and are dependent on students' needs.

Distance Ed: No

Originator: Andrews, Breanna

k. Course Subject/Number: ([American Sign Language - Non credit 603](#))

Title: Essential Deaf Culture for Effective Customer Service

Rationale: In a landscape marked by its diversity, many industries find themselves in need of employees who can not only sign ASL but can also authentically connect with Deaf clients and customers. Cross-cultural communication transcends the boundaries of language alone; it necessitates an immersion into the world of Deaf culture, where communication is deeply intertwined with shared experiences, histories, and traditions. Presently, the Inland Empire boasts a workforce that speaks a multitude of languages, reflecting the region's vibrant multiculturalism. However, there remains a significant dearth of individuals competent in the realm of ASL and the nuances of Deaf culture. This is where our course steps in, equipping students with the vital skills required to succeed in the workplace when communicating with Deaf individuals. These skills are not just a means to an end; they are a gateway to genuine understanding, fostering connections and relationships that transcend linguistic boundaries.

Distance Ed: No

Originator: Andrews, Breanna

l. Course Subject/Number: ([Library 101](#))

Title: Introduction to Library Services for Support Staff

Rationale: This course is one in a series designed to offer CTE training to students in a growing segment of the Library profession. This course will prepare students to differentiate the roles of library support staff in public and academic libraries.

Distance Ed: Yes

Delivery Method: Fully Online, Partially Online

Originator: Lopez, Natalie

m. Course Subject/Number: ([Library 102](#))

Title: Introduction to Libraries

Rationale: The course will introduce students to libraries and their history, organization, mission, staffing and community roles. This course meets the criteria for the ALA Library Support Staff Certification program.

Distance Ed: Yes

Delivery Method: Fully Online, Partially Online

Originator: Lopez, Natalie

n. Course Subject/Number: ([Library 103](#))

Title: Introduction to Library Technology

Rationale: This course is one in a series designed to offer CTE training to students in a growing segment of the Library profession where students will be introduced to tools for library day-to-day operations, technologies for outreach and Open Educational Resources (OER). The course will be hands-on and will include its own “online technology petting zoo” where students will have the opportunity to use the technologies in everyday library work to apply their new knowledge to the job duties of a Library technical support staff.

Distance Ed: Yes

Delivery Method: Fully Online, Partially Online

Originator: Lopez, Natalie

o. Course Subject/Number: ([Library 104](#))

Title: Introduction to Access Services

Rationale: The course will introduce students to Access Services and the policies and procedures related to the functional areas within the department. This course meets the criteria for the ALA Library Support Staff Certification program.

Distance Ed: Yes

Delivery Method: Fully Online, Partially Online

Originator: Lopez, Natalie

p. Course Subject/Number: ([Library 105](#))

Title: Introduction to Library Technical Services

Rationale: This course is one in a series designed to offer CTE training to students in a growing segment of the Library profession where students will be introduced to relevant job skills for Technical Services such as processing, managing collections, supervising staff, copy cataloging, basic original cataloging and classification and how the library staff support the Library and its community of users. This course provides real-world examples of library staff tasks in public and academic library environments.

Distance Ed: No

Originator: Lopez, Natalie

q. Course Subject/Number: ([Library 106](#))

Title: Reference and Information Services

Rationale: This course is aligned with the ALA Library Support Staff Certification program. This course fulfills the Reference and Information Services competencies.

Distance Ed: Yes

Delivery Method: Fully Online, Partially Online

Originator: Lopez, Natalie

r. Course Subject/Number: ([Library 107](#))

Title: Library Career Readiness

Rationale: This course is one in a series designed to offer CTE training to students in a growing segment of the Library profession where students will use applicable skills to search for library jobs, prepare application materials, resumes and cover letters and develop the skills for job interviewing in the library field. Students will use their completed assignments and projects from the program that can be developed into an e-portfolio that graduate-level students in Library Master’s degree programs complete. The competencies they achieved during the program can be used to build resumes and letters of introduction to employers.

Distance Ed: Yes

Delivery Method: Fully Online, Partially Online

Originator: Lopez, Natalie

New Programs

s. Program Title: [Associate of Science Multimedia: Web Development and Interface Design](#)

Discipline: Multimedia and Information Technology

Award Type: Crafton - A.S. Degree

t. Program Title: [Essential ASL and Deaf Culture for Customer Service Professionals](#)

Discipline: Communication and Language

Award Type: Crafton - Certificate of Completion

Program Deletions

u. Program Title: [COMPUTER ASSISTED GRAPHIC DESIGN CERTIFICATE](#)

Discipline: Multimedia and Information Technology

Award Type: Crafton - Certificate of Achievement

IV. Operational Issues/Reports

V. Next Meeting: December 11, 2023