

**CRAFTON HILLS COLLEGE  
CURRICULUM COMMITTEE  
Meeting Minutes: 03/25/24**

**VOTING MEMBERS:**

**Note: ✓ If Present**

Gwen DiPonio (Co-Chair) <input checked="" type="checkbox"/>	Kristen Clements <input checked="" type="checkbox"/>
Kim Salt (Co-Chair) <input checked="" type="checkbox"/>	Nick Reichert <input checked="" type="checkbox"/>
Alex Beechko <input type="checkbox"/>	Rick Hogrefe <input checked="" type="checkbox"/>
Andrew Guevara <input checked="" type="checkbox"/>	Sam Truong <input checked="" type="checkbox"/>
David Liu <input checked="" type="checkbox"/>	Scott Rippey <input checked="" type="checkbox"/>
Debbie Bogh <input type="checkbox"/>	Shohreh Rahbarnia <input checked="" type="checkbox"/>
Kelly Boebinger <input checked="" type="checkbox"/>	Troy Dial <input checked="" type="checkbox"/>

**NON-VOTING MEMBERS:**

**Note: ✓ If Present**

Elizabeth Lopez <input checked="" type="checkbox"/>	Kay Weiss <input checked="" type="checkbox"/>
Ivan Pena <input type="checkbox"/>	Dan Word <input checked="" type="checkbox"/>
Jeff Smith <input checked="" type="checkbox"/>	Keith Wurtz <input type="checkbox"/>

**I. Call to Order and Members at 2:00 p.m.**

**II. Approval of Minutes - 03/11/24 Minutes approved as written.**

**III. Action Items**

**Course Modifications**

**a. Course Subject/Number:** ([Certified Nursing Assistant Non Credit 621](#))

**Title:** Nursing Assistant Theory

**Rationale:** Increasing 4 hours of to meet requirements of theory.

**Requisites:**

**Corequisite**

CNA/N 623 - Nursing Assistant Clinical CNA/N 622 - Nursing Assistant Skills Lab

**Distance Ed:** No

**Originator:** Deras, Wendy

- Motion by Kelly, seconded by Nick, approved
- Corequisites approved by Shoreh, seconded by Kelly.
- Effective Fall 2024

**b. Course Subject/Number:** ([Certified Nursing Assistant Non Credit 622](#))

**Title:** Nursing Assistant Skills Lab **Rationale:** Added requisites

**Requisites:**

**Corequisite**

CNA/N 621 - Nursing Assistant Theory CNA/N 623 - Nursing Assistant Clinical

**Distance Ed:** No

**Originator:** Deras, Wendy

- Motion by Kelly, seconded by Nick, approved w/ changes. (Methods of evaluation missing).
- Corequisites approved by Shoreh, seconded by Kelly.
- Effective Fall 2024

**c. Course Subject/Number:** ([Certified Nursing Assistant Non Credit 625](#))

**Title:** Home Health Aide Skills Lab

**Rationale:** Update of hours.

**Distance Ed:** No

**Originator:** Green, Laurie

- Motion by Kelly, seconded by Nick, approved w/ changes (Methods of evaluation missing).
- Effective Fall 2024

**d. Course Subject/Number:** ([Certified Nursing Assistant Non Credit 631](#))

**Title:** Acute Care Nursing Assistant Theory **Rationale:** Limitation of enrollment needed updating

**Requisites:**

**Corequisite**

CNA/N 633 - Acute Care Nursing Assistant Clinical CNA/N 632 - Acute Care Nursing Assistant Skills Lab

**Distance Ed:** **Yes**

**Delivery Method:** Fully Online

**Originator:** Green, Laurie

- Motion by Kelly, seconded by Nick, approved
- Motion by Shoreh, seconded by Kelly, DE approved
- Effective Fall 2024

**e. Course Subject/Number:** ([Certified Nursing Assistant Non Credit 632](#))

**Title:** Acute Care Nursing Assistant Skills Lab

**Rationale:** Updated with requisites.

**Requisites:**

**Corequisite**

CNA/N 633 - Acute Care Nursing Assistant Clinical CNA/N 631 - Acute Care Nursing Assistant Theory

**Distance Ed:** No

**Originator:** Green, Laurie

- Motion by Kelly, seconded by Nick, approved.
- Corequisites approved by Shoreh, seconded by Kelly.

- Effective Fall 2024

**f. Course Subject/Number:** ([Certified Nursing Assistant Non Credit 633](#))

**Title:** Acute Care Nursing Assistant Clinical

**Rationale:** Increasing hours of clinical.

**Requisites:**

**Corequisite**

CNA/N 632 - Acute Care Nursing Assistant Skills Lab CNA/N 631 - Acute Care Nursing Assistant Theory

**Distance Ed:** No

**Originator:** Green, Laurie

- Motion by Kelly, seconded by Nick, approved.
- Corequisites approved by Shoreh, seconded by Kelly.
- Effective Fall 2024

## Course Deletions

**g. Course Subject/Number:** ([Communication Studies 050](#))

**Title:** Fundamentals of Oral Communication

**Rationale:** COMMST 050 will address the needs of basic skills students in the area of oral communication skills and will add to the basic skills curriculum already offered in English, math and reading. COMMST 050 will provide an opportunity to ESL students to develop their spoken English skills beyond what is presently offered in developmental English and reading courses. COMMST 050 will give students practical experience in developing communication skills for everyday life. This course will be particularly useful for students with the goal of an associate degree, certificate or personal enrichment who need more broad based training in oral communication. COMMST 050 will provide an learning opportunity for students in need of additional preparation before taking transfer level courses in communication studies.

**Requisites:**

**Departmental Recommendation**

Concurrent enrollment in READ 980 and ENGL 976

**Distance Ed:** No

**Originator:** Hogrefe, Richard

- Motion by Kristen, seconded by Shohreh, approved. (1 Opposed)
- Effective Fall 2024

**h. Course Subject/Number:** ([Communication Studies 101](#))

**Title:** Advanced Public Speaking

**Rationale:** COMMST 101 gives students the opportunity to further develop the public communication skills gained in COMMST 100, focusing specifically on the use of technology in contemporary public speaking situations. This course is of value not only for communication majors, but also for many other disciplines, most notably business and marketing, education, law, government, politics, performing arts or any discipline or occupation requiring public communication with others. COMMST 101 is associate degree applicable, fulfills a requirement for the A.A. in Communication and transfers to UC and CSU.

**Requisites:**

**Prerequisite**

COMMST 100 - Elements of Public Speaking

COMMST 100H - Elements of Public Speaking - Honors

**Distance Ed:** No

**Originator:** Hogrefe, Richard

- Motion by Kristen, seconded by Shohreh, approved. (1 Opposed)
- Effective Fall 2024

## New Courses

**i. Course Subject/Number:** ([Mathematics Noncredit 650](#))

**Title:** DELTA-T Lab: Dynamic Exploration for Learning, Teamwork, and Achievement

**Rationale:** This course addresses a critical need for students seeking to excel in their linked math course while efficiently managing their time. By completing math assignments during college hours, students gain a transparent understanding of the time required for the course. This approach ensures students have the support they need to pass the linked course while balancing their academic and personal responsibilities effectively.

**Distance Ed:** No

**Originator:** Bailes, Brandi

- Motion by Kelly, seconded by Shoreh, approved.
- Effective Fall 2024

**J. Course Subject/Number:** ([Theatre Arts 187](#))

**Title:** Introduction to Voice Acting Production Techniques

**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

- Motion by Nick, seconded by Kelly – approved w. changes to change description to include a “Voice” description.
- Motion by Shoreh, seconded by Kelly – DE approved.
- Effective Fall 2025

**K. Course Subject/Number:** ([Theatre Arts 188](#))

**Title:** Auditioning and Marketing for the Commercials and Digital Media

**Rationale:** This course is one on 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

- Motion by Nick, seconded by Kelly, approved.
- Motion by Shoreh, seconded by Kelly – DE approved.
- Effective Fall 2024

**L. Course Subject/Number:** ([Art 134](#))

**Title:** Illustration

**Rationale:** A course which develops an understanding of and development of the foundational skills of illustration is the basis for the study of studio arts and as such is a fundamental part of a comprehensive community college art curriculum. ART 123 is a course required of art majors and is relevant also to non-majors in that it teaches analytical skills of problem solving, critical thinking, creative expression and aesthetic response. This course is associate degree applicable, is an option for students wishing to earn an AA in Art, transfers to CSU and is part of the transfer model curriculum for the AA-T degree in studio art.

**Requisites:** Prereq should be ART 124 (kim to fix)

**Departmental Recommendation** Successful completion of ART 124 **Distance Ed:** No

**Originator:** Toyooka Smith, Yuki

- Motion by Scott, seconded by, approved.
- Effective Fall 2025

## Program Deletions

m. Program Title: [ASSOCIATE OF ARTS DEGREE COMMUNICATION](#)

Discipline: Communication and Language

Award Type: Crafton - A.A. Degree Major

- Motion Kristen, seconded by Shohreh, (1) opposed Dial, approved.
- Effective Fall 2025
- The program is being deleted to reduce confusion for students, thought they were taking AS-T

n. Program Title: [ASSOCIATE OF SCIENCE DEGREE BIOLOGY](#)

Discipline: Biological Science

Award Type: Crafton - A.S. Degree

- Motion Kristen, seconded by Shohreh, (1) opposed Dial, approved.
- Effective Fall 2025
- The program is being deleted to reduce confusion for students, thought they were taking AS-T

## New Programs

o. Program Title: [Mathematics for Medical Professionals](#)

Discipline: Mathematics

Award Type: Crafton - Certificate of Completion

- Motion Kelly, seconded by Shoreh, approved.
- Effective Summer 2024

p. Program Title: [Technical Theatre](#)

Discipline: Fine Arts

Award Type: Crafton - Certificate of Achievement

- Motion Kristen, seconded by Shoreh, approved.
- Effective Fall 2024

#### **IV. Operational Issues**

- No operational or updates to discuss.

#### **V. Next Meeting April 8, 2024**