

of lifelong learning, training, career advancement, and pathways to college.

CURRICULUM COMMITTEE MINUTES
Wednesday, January 6, 2021
Zoom

IN ATTENDANCE:

Automotive: Robert Jackson
Business and Accounting: Sharian Lott
Child Development: Lee Thompson
Clothing and Textiles: Shirley Pierson
Digital Media and Programming: Zak Ruvalcaba
DSPS: Kim Salerno
ESL/Citizenship: Corinne Layton
Emeritus: Claudia Tornsauffer; Pat Mosteller (Alt Rep)
Healthcare: Lisa Cork
High School Diploma/High School Equivalency and Basic Skills: Veleka Iwuaba
Hospitality and Culinary Arts: Megan Leppert
Information Technology: Richard Gholson, Committee Chair
Instructional Services: Michelle Fischthal, VPI
Instructional Services: Desiree Payne, Curriculum Analyst
Skilled and Technical Trades: Pete Phounsavath

GUEST(S): Marne Foster, Matthew Rivaldi

ABSENT: Lisa Carulli (Counseling)

1. CALL TO ORDER 2:31 p.m

A. Approval of the December 2, 2020, Meeting Minutes

Motion: Claudia Tornsauffer

Second: Veleka Iwuaba

Action: Approved

B. Approval of the Agenda for January 6, 2021, Meeting

Discussion: Claudia Tornsauffer requested SDCE DE Committee feedback for DE Addendum form added to the agenda

Motion: Sharian Lott



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Second: Lee Thompson

Action: Approved as amended

2. A. New Courses

1. COMP 663 PYTHON FOR DATA SCIENCE

Motion: Shirley Pierson

Second: Robert Jackson

Action: Approved

B. Course Revisions

1. CNCT 641 CONSTRUCTION MATHEMATICS I

Discussion: Distance education only revision.

Motion: Pete Phounsavath

Second: Lisa Cork

Action: Approved

2. PASV 545 ARTS & CRAFTS - OLDER ADULTS

Motion: Lisa Cork

Second: Lee Thompson

Action: Approved

C. Course Deactivations

D. New Certificate Programs

E. Certificate Program Revisions

1. Data Management with Python

Motion: Lee Thompson

Second: Pete Phounsavath

Action: Approved

F. Certificate Program Deactivations

and community enrichment by providing accessible, equitable, and innovative quality education and support services to diverse adult learners in pursuit

of lifelong learning, training, career advancement, and pathways to college.

G. Distance Education Addendum

- 1.ABED 430 PRE-VOCATIONAL ABE*
- 2.AUTO 507 BRAKES, SUSPENSION, AND DRIVELINES*
- 3.AUTO 507A ENGINE/ELECTRICAL/PERFORMANCE *
- 4.AUTO 507B ADVANCE DRIVEABILITY &/ENGINE PERFORMANCE *
- 5.AUTO 600 QUICK SERVICE LUBE,PRE-DELIVERY INSPECTION TECHNICIAN*
- 6.AUTO 601 AUTOMOTIVE FUNDAMENTALS*
- 7.CNCT 641 CONSTRUCTION MATHEMATICS I (course revision)
- 8.COMP 663 PYTHON FOR DATA SCIENCE (new course)
- 9.ELRN 451 ELECTRONIC TECHNICIAN I*
- 10.ELRN 452 ELECTRONIC TECHNICIAN II*
- 11.HLTH 605 NURSING ASSISTANT TRAINING*
- 12.HLTH 606 HOME HEALTH AIDE*
- 13.HLTH 607 ACUTE CARE NURSE ASSISTANT*
- 14.HLTH 608 RESTORATIVE NURSE ASSISTANT*
- 15.HLTH 609 HEALTHCARE CAREERS*
- 16.HLTH 610 PERSONAL AND HOME CARE AIDE*
- 17.HLTH 611 BEHAVIORAL HEALTH AIDE*
- 18.HLTH 612 MEDICAL TERMINOLOGY *
- 19.HLTH 613 HEALTH UNIT COORDINATOR BASICS*
- 20.HSDP 411 ENGLISH 3-4, SECOND SEMESTER*
- 21.HSDP 413A CONTEMPORARY VOICES 1*
- 22.HSDP 413B CONTEMPORARY VOICES 2*
- 23.HSDP 414 AMERICAN LITERATURE 1&2*
- 24.HSDP 427 UNITED STATES GOVERNMENT 1*
- 25.HSDP 432 ECONOMICS*
- 26.HSDP 433 UNITED STATES HISTORY 1*
- 27.HSDP 436 20TH CENTURY U.S. HISTORY 2*
- 28.HSDP 448 G.E.D PREP*
- 29.HSDP 451 G.E.D. MATHEMATICS*
- 30.HSDP 461 PHYSICS 1*
- 31.HSDP 465 ALGEBRA 3-4*
- 32.HSDP 466 ALGEBRA 3-4, SECOND SEMESTER*
- 33.HSDP 478 WORLD HIST/GEOGRAPHY/ECON 1*
- 34.HSDP 479 WORLD HISTORY/GEOGRAPHY/ECON 2*

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- 35.HSDP 500 PRE-ALGEBRA, SEMESTER 1*
- 36.HSDP 501 PRE-ALGEBRA, SEMESTER 1*
- 37.HSDP 506 ALGEBRA 1-2, SEMESTER 1*
- 38.HSDP 507 ALGEBRA 1-2, SEMESTER 2*
- 39.HSDP 511 BIOLOGY 1*
- 40.HSDP 512 BIOLOGY 2*
- 41.HSDP 513 EARTH SCIENCE 1*
- 42.HSDP 514 EARTH SCIENCE 2*
- 43.INTD 500 CAREER DEVELOPMENT*
- 44.MUSI 505 MUSIC APPRECIATION-OA*
- 45.PASV 545 ARTS & CRAFTS - OLDER ADULT (course revision)

Discussion: Committee discussion outside class hours, additional resources and materials for CTE courses with hand-ons lab practicum designated, and considerations for how fully online may impact courses with a credit by exam agreement. COMP 663 outside hours adjusted. Recommendation to incorporate distance education in Credit By Exam agreement. Matthew Rivaldi and Claudia Tornsauer reported SDCE DE Committee recommendation to outside student class hours language on DE addendum form. Discussion continued. Committee agreed to approve the addendum forms for the new and revised courses on the agenda and pull the remaining agenda items in item G. Distance Education Addendum in order to seek clarification from program faculty on information listed on forms.

Action: Desiree Payne to discuss incorporating distance education components on Credit By Exam agreements.

Action: Desiree Payne will email program faculty, and copy Program Dean, Curriculum Chair and Curriculum Committee Program representative to seek clarification on DE addendum forms submitted.

Motion: Michelle Fischthal

Second: Veleka Iwuaba

Action: COMP 663 (as amended), CNCT 641 and PASV 545 approved.

**Approved for distance education; DE addendum form submitted.*

3. OLD BUSINESS

- A. [SDCE Distance Education Addendum Google Form](#) (Information)

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Discussion: Committee reviewed the draft Google Form version of the form. Rivaldi discussed DE Committee recommendation to remove “e.g” language from in Outside-of-Class Work Hours section. Tornsauffer reported on Chair of Chairs feedback. DE Committee’s recommendation and rationale for the recommendation discussed. Michelle Fishchthal noted the language was added based on recommendation from the committee to assist with questions faculty have when completion that section of the form. Desiree Payne noted this section is the area she encounters faculty seeking guidance on when completing the form. Richard Gholson inquired if there was a motion or recommendation to remove the language from Outside-of-Class Work Hours section. No motion or recommendation to remove language from Outside-of-Class Work Hours section.

4. NEW BUSINESS

A. SDCE Catalog

Discussion: Payne advised the 2020-2021 will be published soon and review of 2021-2022 catalog will begin Spring 2021.

B. TOP Code Changes

Discussion: Payne reminded committee TOP code changes are subject to approval in order for to update records at the state level, which impact reporting,

C. Cultural Curriculum Audit- Tabled

5. COLLEGE CURRICULUM- FYI – Tabled

- A. City
- B. Mesa
- C. Miramar

6. STANDING REPORTS- Tabled

- A. District Curriculum Instructional Council (CIC) Report (Gholson)



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- B. District Online Catalog Workgroup (Gholson/Payne)
- C. District CurricUNET Steering (Gholson/Payne)
- D. District Policies and Procedures Subcommittee (Payne)
- E. Curriculum Update (Payne)

7. ROUNDTABLE/COMMENTS/ANNOUNCEMENTS

1. Rivaldi announced Business and Accounting is exploring taking an existing sales course and combining with additional Business courses to create new curriculum funded from Strong Workforce initiative. Fischthal added the region has funds to support certain sectors for new curriculum development. Discussion continued regarding the business and entrepreneurship areas under the 0509 subdiscipline TOP code.
2. Gholson reminded the committee of the remaining Spring 2021 meetings left for curriculum approvals, the remaining curriculum approval deadlines for Spring. Fischthal inquired if an approval timeline in relation to optional time to submit curriculum to plan to offer by a certain term. Gholson advised a document could be drafted and shared with the committee. Lee advised Child Development has new curriculum ready to review and inquired on approval timeline.

Meeting adjourned: 4:28 p.m.

Motion: Richard Gholson

Second: Michelle Fischthal