San Bernardino Valley College

Curriculum Committee and Technical Review Agenda and Minutes

CURRICULUM TECHNICAL REVIEW MEETING				
DATE:	**TIME: 1:00PM – 4:00PM**		**LOCATION: LA 208**	
☐ Dina Humble (Chair)	☒ Mary Copeland (Co-Chair)	☒ Stephanie Lewis	☐ Melita Caldwell-Betties	☒ Virginia Evans-Perry
☒ Albert Maniaol	☒ Janice Wilkins	☒ Kay Dee Yarbrough		
GUESTS:	Reggie Metu (CIT)	Terri Halabi (ELECTR)	Glenn Drewes (BIOL)	Kristin Hauge (KIN)
	Lucas Cuny (FTVM)	Miguel Ortiz (MACH)		

CURRICULUM COMMITTEE MEETING				
DATE: Monday, February 25, 2019	**TIME: 2:00PM – 4:00PM**		**LOCATION: B 220**	
☒ Dina Humble (Chair)	☒ Mary Copeland (Co-Chair)	☒ Anthony Ababat	☒ Kathryn Adams	☒ Vicente Alvarez
☐ Patrick Buckley	☒ Davena Burns-Peters	☒ Melita Caldwell-Betties	☒ Glenn Drewes	☒ Virginia Evans-Perry
☒ Magdalena Jacobo	☐ Stephanie Lewis	☒ Sheri Lillard	☐ Craig Luke	☒ Albert Maniaol
☐ Yolanda Simental	☐ Daniele Smith	☒ Nori Sogomonian	☒ Maria Valdez	☒ Janice Wilkins
☐ Margaret Worsley	☒ Kay Dee Yarbrough	Student:		
GUESTS:	Julie Ulloa	Linda Molina	Kristin Hauge (KIN)	Reginald Metu (CIT/CS)
	Glenn Drewes (BIOL)	Anthony Ababat for T. Halabi (ELEC)	Tamara Maurizi (NURS)	Lucas Cuny (FTVM)

The Curriculum Committee recommends that the pre-requisites and co-requisites approved be re-evaluated in the next 2-3 years by the appropriate departments/programs to ensure student success.
Note: Committee members are voting on all Proposals, Requisites, Advisories, and Distributed Education.

DISCUSSION ITEMS:	
ACCREDITATION	Mary Copeland was approached by Dr. James Smith requesting data for Accreditation. Though the Committee never received the formal presentation from the ASLO committed, Mary was able to sit down with Dr. Celia Huston to gain more information and completed many of the standards that applies to the Curriculum. The Committee is required to provide evidence that the curriculum processes are meeting standards and provide a brief synopsis on how we are meeting the standard. Dina Humble, Vice President of Instruction recommended that the Committee provide links to the curriculum approval process, the sequence for program review and how courses are reviewed every three years, links to the minutes, SLOs, and the handbook. The Committee was asked to review the document Mary sent to the Committee on Wednesday, February 20, 2019 via email and if they would like to add additional information, please notify Mary by the next Curriculum Committee Meeting on Monday, March 18.
HANDBOOK	Currently the Curriculum Handbook has been in DRAFT mode since 2016-2017. Since this is a working document, Mary asked the committee for a motion to remove the DRAFT watermark and add a last revision date to the footer of the document. Motion to remove the Draft watermark, and add a revision date to the footer. **1st:** Glenn Drewes **2nd:** Nori Sogomonian No comments by the Committee. Motion Approved

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DISCUSSION ITEMS:	
FLEX DAY WORKSHOPS	Mary informed the Committee that we will be holding a Flex Day Workshop on Tuesday, April 9th. The workshop will be from 9:00AM – 12:00PM in LA-208 and will assist faculty who want to get a head start on their curriculum prior to the October 1st deadline. All Committee members are welcome to come help and/or work on their curriculum.
CURRICULUM FACULTY CO-CHAIR	The deadline for all faculty who are interested in becoming Chair for the Curriculum Committee is on March 1st. All interested applicants should send their application material to Davena Burns-Peters before that date.
CURRICULUM COMMITTEE QUEUE	To ensure the Curriculum Committee Meetings flow smoothly, please be mindful of the number of proposals in the queue and review all proposals and place your comments by the Friday before a Curriculum Committee Meeting. The sooner you review, the better.

NEW COURSE:							
Course ID:	**Originator:**	**C-ID**	**DE:**	**Requisite or Advisory:**	**Notes:**	**Board Date:**	**Result:**
CIT 127	Metu	IT IS 165	No	P: CIT 160	All textbooks are current and are classics in the field. No comments by the Committee.	04/11/2019	**Approved**
CS 077	Stalbert	N/A	No	DA: MATH 095/096	Updated requisite analysis. No comments by the Committee.	04/11/2019	**Approved**
ELEC 215C	Romero	N/A	No	P; ELECT 115 P: ELECT 116	No comments by the Committee	04/11/2019	**Approved**
FTVM 098	Cuny	N/A	No	N/A	No comments by the Committee.	04/11/2019	**Approved**
NURS 130	Masaad	N/A	No	None	No comments by the Committee.	04/11/2019	**Approved**
NURS 140	Maurizi	N/A	No	None	No comments by the Committee.	04/11/2019	**Approved**
NURS 150	Maurizi	N/A	No	None	No comments by the Committee.	04/11/2019	**Approved**
NURS 151	Maurizi	N/A	No	P: NURS150	No comments by the Committee.	04/11/2019	**Approved**
NURS160	Maurizi	N/A	No	P: NURS150 P: NURS151 C:NURS161	No comments by the Committee.	04/11/2019	**Approved**
NURS 161	Maurizi	N/A	No	P: NURS150 P: NURS151 C:NURS160	No comments by the Committee.	04/11/2019	**Approved**
NURS 250	Maurizi	N/A	No	P: NURS160 P: NURS161 C:NURS 251	No comments by the Committee.	04/11/2019	**Approved**
NURS 251	Maurizi	N/A	No	P: NURS160 P: NURS161 C:NURS 250	No comments by the Committee.	04/11/2019	**Approved**
NURS 260	Maurizi	N/A	No	P: NURS 250 P: NURS 251 C:NURS 261	No comments by the Committee.	04/11/2019	**Approved**
NURS 261	Maurizi	N/A	No	P: NURS 250	No comments by the Committee.	04/11/2019	**Approved**

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				NEW COURSE:			
Course ID:	**Originator:**	**C-ID**	**DE:**	**Requisite or Advisory:**	**Notes:**	**Board Date:**	**Result:**
				P: NURS 251 C:NURS 260			

				MODIFY COURSE:			
Course ID:	**Originator:**	**C-ID**	**DE:**	**Requisite or Advisory:**	**Notes:**	**Board Date:**	**Result:**
BIOL 100	Drewes	N/A	No	DA: ENGL 101	Updated requisite analysis and Course Content wording.	04/11/2019	**Approved**
BIOL 109	Drewes	N/A	No	DA; ENGL 101	Updated requisites analysis. No comments by the Committee.	04/11/2019	**Approved**
BIOL 109H	Drewes	N/A	No	DA: ENGL 101	Updated requisite analysis. No comments by the Committee.	04/11/2019	**Approved**
CIT 160	Metu	N/A	YES	P: CIT 232/ENGL 101	Adding CIT 232 as Prerequisite to align with C-ID. No comments by the Committee.	04/11/2019	**Approved**
CIT 215	Metu	N/A	YES	P: CIT 116	Updating textbooks to align with C-ID. Updated requisite analysis. No comments by the Committee.	04/11/2019	**Approved**
FTVM 101	Cuny	FTVE 100	YES	DA: ENGL 101	No comments by the Committee.	04/11/2019	**Approved**
FTVM 102	Cuny	FTVE 105	YES	DA: ENGL 101	No comments by the Committee.	04/11/2019	**Approved**
FTVM 110	Cuny	N/A	YES	None	No comments by the Committee.	04/11/2019	**Approved**
FTVM 111	Cuny	FTVE 120	YES	DA: ENGL 101	No comments by the Committee.	04/11/2019	**Approved**
FTVM 112	Cuny	N/A	YES	DA: ENGL 101	No comments by the Committee.	04/11/2019	**Approved**
FTVM 114	Cuny	N/A	YES	DA: ENGL 101	No comments by the Committee.	04/11/2019	**Approved**
FTVM 120	Cuny		YES	None	No comments by the Committee.	04/11/2019	**Approved**
FTVM 121	Cuny	FTVE 110	YES	DA: ENGL 101	No comments by the Committee.	04/11/2019	**Approved**
FTVM 122	Cuny	N/A	YES	None	No comments by the Committee.	04/11/2019	**Approved**
FTVM 130	Cuny	FTVE 135	YES	DA: ENGL 101	No comments by the Committee.	04/11/2019	**Approved**
FTVM 131	Cuny	FTVE 150	YES	DA: ENGL 101	No comments by the Committee.	04/11/2019	**Approved**
FTVM 132	Cuny	FTVE 130	YES	DA: ENGL 015 P: RTVF 1132 P: RTVF 130	No comments by the Committee.	04/11/2019	**Approved**
FTVM 213	Cuny	FTVE 125	YES	DA: FTVM 112 P: FTVM 111	No comments by the Committee.	04/11/2019	**Approved**
FTVM 215	Cuny	N/A	YES	P: RTVF 131	No comments by the Committee. This is a more generic version of the course, has been significantly updated due to technological changes.	04/11/2019	**Approved**
FTVM 222	Cuny	N/A	YES	None	No comments by the Committee.	04/11/2019	**Approved**
FTVM 233	Cuny	N/A	YES	P: FTVM 130	No comments by the Committee.	04/11/2019	**Approved**
FTVM 234	Cuny	N/A	YES	P: RTVF 106 P: RTVF 130	No comments by the Committee.	04/11/2019	**Approved**
FTVM 235	Cuny	N/A	YES	P: RTVF 130	No comments by the Committee.	04/11/2019	**Approved**

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					MODIFY COURSE:		
Course ID:	Originator:	C-ID	DE:	Requisite or Advisory:	Notes:	Board Date:	Result:
				P: RTVF 106 P: RTVF 131			
KIN 201	Hauge	N/A	YES	None	No comments by the Committee. Added DE and updated textbooks.	04/11/2019	**Approved**

		COURSE DELETION:		
Course ID:	Originator:	Notes:	Board Date:	Result:
RTVF 221	Cuny	No comments by the Committee.	04/11/2019	**Approved**

			NEW CERTIFICATES AND DEGREES:			
Program:	Program Type:	Originator:	Notes:	Consortia Endorsement?	Board Date:	Result:
Digital Forensics	Certificate	Metu	No comments by the Committee.	Yes	04/11/2019	**Approved**
Production	Certificate	Cuny	No comments by the Committee.	Pending	04/11/2019	**Approved**
Post Production	Certificate	Cuny	No comments by the Committee.	Pending	04/11/2019	**Approved**
Media Production	Degree	Cuny	No comments by the Committee.	Pending	04/11/2019	**Approved**
Media Development	Certificate	Cuny	No comments by the Committee.	Pending	04/11/2019	**Approved**
Nursing	Degree	Maurizi	No comments by the Committee.	N/A	04/11/2019	**Approved**
Social Media Field Production	Certificate	Cuny	No comments by the Committee.	Pending	04/11/2019	**Approved**
Social Media Narrative Production	Certificate	Cuny	No comments by the Committee.	Pending	04/11/2019	**Approved**
Social Media Studio Production	Certificate	Cuny	No comments by the Committee.	Pending	04/11/2019	**Approved**

			CERTIFICATE AND DEGREE MODIFICATIONS:		
Program:	Program Type:	Originator:	Notes:	Board Date:	Result:
CIT-Management Information Systems	AS Degree	Metu	No comments by the Committee.	04/11/2019	**Approved**
Computer Science	AS	Stalbert	No comments by the Committee.	04/11/2019	**Approved**
Computer Science	Cert	Stalbert	No comments by the Committee.	04/11/2019	**Approved**
General Electrician	Certificate	Halabi	Updating INSPEC course numbers. No comments by the Committee.	04/11/2019	**Approved**
Industrial Automation	Certificate	Romero	Adding ELEC 215C. No comments by the Committee.	04/11/2019	**Approved**
Information Systems and Technology	AS Degree	Metu	No comments by the Committee.	04/11/2019	**Approved**
Film	Degree	Cuny	No comments by the Committee.	04/11/2019	**Approved**
Film, Television, and Electronic Media	Transfer Degree	Cuny	No comments by the Committee.	04/11/2019	**Approved**

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			CERTIFICATE AND DEGREE DELETIONS:		
Program:	**Program Type:**	**Originator:**	**Notes:**	**Board Date:**	**Result:**
CIT – Computer Information Technology	AA Degree	Metu	No comments by the Committee.	04/11/2019	**Approved**
RTVF (Television)	Certificate	Cuny	No comments by the Committee.	04/11/2019	**Approved**
RTVF (Radio)	Certificate	Cuny	No comments by the Committee.	04/11/2019	**Approved**
RTVF (Film)	Certificate	Cuny	No comments by the Committee.	04/11/2019	**Approved**
RTVF	Certificate	Cuny	No comments by the Committee.	04/11/2019	**Approved**
RTVF	Degree	Cuny	No comments by the Committee.	04/11/2019	**Approved**

	VOTING (Curriculum Committee ONLY)		
Proposal:	**Notes:**	**Voting:**	**Result:**
Course Modification: KIN 201	No discussion by the Committee.	1st; Glenn Drewes 2nd: Ginny Evans-Perry Motion Approved	**Approved**
Course Modifications: BIOL 100 BIOL 109 BIOL 109H	No discussion by the Committee.	1st: Ginny Evans-Perry 2nd: Glenn Drewes Motion Approved	**Approved**
New Courses: CIT 127 CS 077 **Course Modifications:** CIT 160 CIT 215 **Degree Modification:** CIT – Management Information Systems Computer Science **Certificate Modification:** Computer Science **Degree Deletion:** CIT – Computer Information Technology **New Certificate:** Digital Forensics **New Degree:** Information Systems and Technology	No discussion by the Committee.	1st: Glenn Drewes 2nd: Albert Maniaol Motion Approved	**Approved**
New Course: ELEC 215C **Certificate Modification:** Industrial Automation General Electrician	No discussion by the Committee.	1st: Glenn Drewes 2nd: Anthony Ababat Motion Approved	**Approved**

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VOTING (Curriculum Committee ONLY)			
Proposal:	**Notes:**	**Voting:**	**Result:**
New Courses: NURS 130 NURS 140 NURS 150 NURS 151 NURS160 NURS 161 NURS 250 NURS 251 NURS 260 NURS 261 **New Degree:** Nursing AS Degree	Courses will be offered in Fall 2019 depending on VP approval. If the department would like to make additional changes after approval, it will need to go through the entire curriculum approval process again. Discussion: When becomes effective, Counseling will need updated resources to give to students. NURS 150 and NURS 151 will need to be updated and offered for Fall 2019. SP2020, 150, 151 and 160, 161. Complete rollover of new curriculum by SP2021. The old Nursing courses will need to be launched for deletion effective Fall 2021 by October 1st 2020. The schedule needs to be shared and mapped out for the Curriculum Committee, VPI office, and Counselors. The Nursing Department will meet with the Counseling Faculty chair to plan out the roll out.	1st: Glenn Drewes 2nd: Ginny Evans-Perry Abstention: Janice Wilkins Motion Approved	**Approved**
New Course: FTVM 098 **Course Modifications:** FTVM 101 FTVM 102 FTVM 110 FTVM 111 FTVM 112 FTVM 114 FTVM 120 FTVM 121 FTVM 122 FTVM 130 FTVM 131 FTVM 132 FTVM 213 FTVM 215 FTVM 222 FTVM 233 FTVM 234 FTVM 235 **Course Deletion:** RTVF 221 **New Certificates and Degrees:** Production Certificate Post Production Certificate Media Production Certificate Media Development Certificate Social Media Field Production Certificate Social Media Narrative Production Certificate Social Media Studio Production Certificate	All RTVF/FTVM modifications will go into effect FA2020.	1st: Glenn Drewes 2nd: Leticia Hector Motion Approved	**Approved**

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VOTING (Curriculum Committee ONLY)			
Proposal:	Notes:	Voting:	Result:
Certificate and Degree Modifications: Film AA Degree Film, Television, and Electronic Media AS-T Degree **Certificate and Degree Deletions:** RTVF (Television) Certificate RTVF (Radio) Certificate RTVF (Film) Certificate RTVF Certificate RTVF AA Degree			