

## Curriculum Committee Agenda

Curriculum Committee Meeting Roll Call				
Date: 12/02/2024		Time: 2:00 p.m. to 4:00 p.m.		Location: NH 215
Call to Order:		Adjournment:		Quorum: 13
<input type="checkbox"/> Anthony Ababat	<input type="checkbox"/> Samuel Addington	<input type="checkbox"/> John Banola	<input type="checkbox"/> Elizabeth Banuelos	<input type="checkbox"/> Thomas Berry (Faculty Chair)
<input type="checkbox"/> Melita Caldwell-Betties	<input type="checkbox"/> Mary Copeland	<input type="checkbox"/> Todd Heibel	<input type="checkbox"/> Leticia Hector	<input type="checkbox"/> Kristina Heilgeist*
<input type="checkbox"/> Dina Humble (Chair)	<input type="checkbox"/> Denise Knight	<input type="checkbox"/> Keith Lee	<input type="checkbox"/> Steven C. Lee	<input type="checkbox"/> Jessy Lemieux
<input type="checkbox"/> Breanna Lopez	<input type="checkbox"/> Kevin Lyons	<input type="checkbox"/> Micah Martin	<input type="checkbox"/> David Martin	<input type="checkbox"/> Jesus Navarro
<input type="checkbox"/> Maria Notorangelo	<input type="checkbox"/> Matthew Robles	<input type="checkbox"/> Jamie (Herrera) Saylor	<input type="checkbox"/> Rutina Taylor	<input type="checkbox"/> Janice Wilkins
<input type="checkbox"/> Vinnie Wu*	<input type="checkbox"/> Kay Dee Yarbrough	<input type="checkbox"/> Student Reps. (2)		
Guests:				

*Co-chair - In the event of a tie vote, discussion will be re-opened, followed by a second vote. If the tie still persists, the Curriculum Chair shall cast the deciding vote.*

*\*non-voting members*

Agenda Items	
Approval of Minutes	Approval of the minutes for November 4, 2024
VPI Report	
New Business	<p>I. Information Items</p> <ul style="list-style-type: none"> <li>A. CCN Update: Course Submissions to CCC Chancellor's Office, next step CalGETC resubmissions (DEC 15).</li> <li>B. Common Course Numbering (CCN) Task Force Formation</li> <li>C. Modification of a Course Cap: A Process (Reference: <a href="#">Setting Course Enrollment Maximums: Process, Roles, and Principles</a>)</li> <li>D. First Read: Assignment of a Discipline to a Course: A Process (Proposal Form to Assign a Discipline to a Course)</li> </ul> <p>II. Action Items</p> <ul style="list-style-type: none"> <li>A. Curriculum Review Process: Current &amp; Proposed Step Additions</li> <li>B. The Adoption of the Discipline of Coaching</li> <li>C. Course &amp; Program Approval Action Items <ul style="list-style-type: none"> <li>• Course Approvals</li> <li>• Program Approvals</li> </ul> </li> </ul>
Announcements and Public Comments	

*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 Distance Education.*

## Curriculum Committee Agenda

Course Approval Action Items					
Course ID:	Course Title:	Originator:	Proposal Type:	Notes/Comments:	Voting:
<b>AERO 047</b>	Commercial Pilot Ground School	Shannon Millen	New		
<b>AERO 047L</b>	Commercial Pilot Flight Lab	Shannon Millen	New		
<b>AERO 072</b>	ATC Phraseology	Shannon Millen	New		
<b>AERO 073</b>	Terminal Air Traffic Control	Shannon Millen	New		
<b>ANTHRO 103</b>	Anthropology of Food	Melissa King	Modification		
<b>ANTHRO 106</b>	Biological Anthropology	Melissa King	Modification		
<b>ANTHRO 106H</b>	Biological Anthropology - Honors	Melissa King	Modification		
<b>ANTHRO 106L</b>	Biological Anthropology Laboratory	Melissa King	Modification		
<b>ANTHRO 108</b>	Introduction to Native American Studies	Melissa King	Modification		
<b>ANTHRO 108H</b>	Introduction to Native American Studies - Honors	Melissa King	Modification		
<b>ANTHRO 109</b>	Visual Culture and Art	Melissa King	Modification		
<b>ANTHRO 111</b>	The Anthropology of Magic, Witchcraft, and Religion	Melissa King	Modification		
<b>ANTHRO 111H</b>	The Anthropology of Magic, Witchcraft, and Religion - Honors	Melissa King	Modification		
<b>ANTHRO 125</b>	Language and Culture	Melissa King	Modification		
<b>ANTHRO 222</b>	Independent Study in Anthropology	Melissa King	Modification		
<b>ANTHRO 223</b>	Independent Study in Anthropology-Guided Research	Melissa King	Inactivation		
<b>ART 610</b>	Digital Imaging with Drones	Mandi Batalo	New		
<b>AUTO 064</b>	Auto/Truck Electrical Systems	Richard Jaramillo	Modification		

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Course Approval Action Items					
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<b>AUTO 065</b>	Advanced Automotive Electrical Systems	Richard Jaramillo	Modification		
<b>CHEM 101</b>	Introductory Chemistry	Jessy Lemieux	Modification		
<b>CIT 610</b>	AI Basics	Reginald Metu	New		
<b>CIT 611</b>	Introduction to AI Tools	Reginald Metu	New		
<b>CIT 612</b>	ML Basics	Samuel Addington	New		
<b>CIT 613</b>	AI in Action	Samuel Addington	New		
<b>ELECTR 111</b>	Direct Current Circuit Laboratory	Tarif Halabi	Modification		
<b>ELECTR 115</b>	Alternating Current Circuit Analysis	Tarif Halabi	Modification		
<b>ELECTR 116</b>	Alternating Current Circuit Laboratory	Tarif Halabi	Modification		
<b>ELECTR 155</b>	Electronic Drawing and Assembly	Tarif Halabi	Modification		
<b>ELECTR 230</b>	Semiconductor Devices	Tarif Halabi	Modification		
<b>ELECTR 265</b>	Digital Logic Design	Tarif Halabi	Modification		
<b>ELECTR 266</b>	Microprocessor Technology with Assembly Language	Tarif Halabi	Modification		
<b>ELECTR 270</b>	Linear Integrated Circuit Analysis	Tarif Halabi	Modification		
<b>FTVM 604</b>	Grip and Lighting for Film and Media	Lucas Cuny	New		

Program Approval Action Items				
Program Title:	Originator:	Proposal Type:	Notes/Comments:	Voting:
AI Essential Skills Certificate of Completion	Samuel Addington	New Certificate	CS	
Business Workplace Essential Skills Certificate of Completion	Michael Assumma	Certificate Modification	BUSAD	

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## Proposal Form to Assign a Discipline to a Course

Proposed Discipline Information	
<b>Title CCCC Discipline to be Assigned to a Course:</b>	Indicate the title of the discipline from the CCCC Minimum Qualifications Handbook.
<b>Current Course the Discipline is to be Applied to:</b>	List the courses the new discipline should be applied to.
<b>Originator:</b>	
<b>Department Housing Discipline:</b>	
<b>Effective Date:</b>	

Note: The assignment of discipline applies to courses that do not clearly align with a specific department or are not typically associated with that department.

### Rationale:

*Note: This information will be submitted to the Board of Trustees.*

### Required Documentation (if applicable):

☐ Department minutes showing approval to adopt a discipline assigned to a course.

### Additional Required Processes:

Faculty may submit a proposal to assign a discipline to a course at the same time with corresponding course proposal in Meta. After submitting this form to the Curriculum Faculty Chair ([tberry@sbccd.edu](mailto:tberry@sbccd.edu)) and Curriculum Administrator ([dhumble@sbccd.edu](mailto:dhumble@sbccd.edu)), the Office of Instruction will note the discipline to Meta and to the Course Outline of Record. The discipline and any corresponding courses and programs are not considered approved until they complete the Curriculum Committee approval process, have been submitted for board approval, and have received State approval.

### Assignment of a Discipline to a Course Approval Process:

1. Department Approval
  - a. Originator attaches minutes showing the department's approval.
2. Form submitted to Curriculum Faculty Chair and Curriculum Administrator.
3. Technical Review Committee Review
  - a. Technical Review Committee will review all courses and programs that include the proposed discipline assigned for a course.
  - b. If any technical issues are found in the curriculum, the proposal is sent back to the Originator for corrections.
4. Curriculum Committee Approval
  - a. If the Curriculum Committee does not approve, the proposal is sent back to the Originator for corrections.
5. Board of Trustee Approval
6. Implementation
  - a. New discipline assigned to the course can now be noted in Meta and will be added to the Course Outline of Record.