

I. GENERAL MATTERS

A. Roll Call

Present: Aseltyn, Baca (arrived at 10:38 a.m.), Combs, Frederickson, Mendoza, Montes (arrived at 10:29 a.m.), Polak, Renderman, Varela, Walsh, Whetzel

Absent: Crossman, Simpson-Logg, Swift, Xu

Guests: Allen, Lenberg, Rosenstreich, Velazquez-Zvierkova

Recorder: Nelson

B. Approval of Minutes: M/S/C (Renderman/Walsh) to approve the minutes of September 13, 2019 as presented.

C. Agenda Revisions: None

II. PUBLIC COMMENT

None

III. CONSENT AGENDA

M/S/C (Renderman/Frederickson) to approve the consent agenda as presented.

A. ADJ 30 – Drug Abuse Recognition – Inactivation

B. ADJ 31 – National Incident Management System – Inactivation

C. ADJ 52 – PC 832 Arrest – Inactivation

D. ADJ 53 – Firearms: 832 PC – Inactivation

E. ADJ 58 – Advanced Firearms Training – Inactivation

F. ADJ 103 – Patrol Procedures – Catalog description, MOI, MOE, objectives, textbook

G. ADJ 104 – Legal Aspects of Evidence – Catalog description, MOI, MOE, outline, textbook

H. ADJ 106 – Principles for Investigation – MOI, MOE, textbook

I. ADJ 107 – Crime Scene and laboratory Techniques – MOE, textbook

J. ADJ 108 – Police Report Writing – Catalog description, textbook, MOI, MOE, distance education review, objectives, SLO

K. ADJ 200 – Introduction to Administration of Justice – Catalog description, textbook, MOI, MOE, distance education review, objectives,

L. ADJ 202 – Concepts of Criminal Law – Catalog description, textbook, MOI, MOE, distance education review

M. ADJ 204 – Community Relations – Catalog description, MOI, MOE, textbook

N. LRS 10 – Reading Strategies for Students with Learning Disabilities – Inactivation

O. LRS 11 – Writing Strategies for Students with Learning Disabilities – Inactivation

P. LRS 12 – Math Strategies for Students with Learning Disabilities – Inactivation

Q. LRS 14 – Mainstream Strategies for Students with Learning Disabilities – Inactivation

R. MUS 208 – Music in World Culture – Distance education review

S. MUS 209 – History of Rock and Jazz Styles – Distance education reviews

IV. COURSE/PROGRAM MODIFICATIONS/PROPOSALS

A. ART (Rosenstreich)

1. ART 205 – Modern Art History

- a. M/S/C (Walsh/Renderman) to approve ART 205 for distance education.

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2. ART 231B – Intermediate Figure Drawing

- a. M/S/C (Renderman/Frederickson) to approve ART 231B as presented.
- b. M/S/C (Renderman/Frederickson) to approve the prerequisite for ART 231B.
- c. M/S/C (Polak/Renderman) to approve the assignment of discipline of Art.

3. ART 522 – Watercolor Painting for Older Adults

- a. First reading for ART 522. Rosenstreich explained to the committee that she is trying to respond to regional needs with creating courses for older adults. These courses have a particular interest at the North County Center. Whetzel informed the committee of the requirements needed for an older adult non-credit course. Polak expressed her gratitude to Rosenstreich for creating such a course as there is a need in the community. Polak asked Rosenstreich to expand on the emotional well-being section of the outline specifically what content is being taught and how it is tied to the practice. Mendoza asked if the courses would be appropriate for language learners. Rosenstreich explained that the course is mostly visual instruction, so it would absolutely be appropriate for language learners.

B. CHM (Allen/Frederickson)

1. CHM 200 – Introduction to Chemistry

- a. M/S (Mendoza/Renderman) to approve the prerequisite for CHM 200. AO Combs commented that he thinks MTH 60 should remain part of the prerequisite. Polak discussed how MTH 60 has limited offerings and could cause a student to take a math pathway that is longer than a year. Allen spoke about his current CHM 200 class stating that four students have dropped due to lack of preparation. However, after polling the students, it appears that most had some exposure to algebra but still some have significant challenges with math. Allen added that it could be his current group of students. As someone who teaches MTH 178, Renderman spoke about that course and how it is great at teaching critical thinking and applying that math to a calculator, but she does not think it will adequately prepare a student for CHM 200. Allen stated that critical thinking is valuable and that he does review basic algebra in the course, but noted he will have to increase his time spent on graphics. Polak suggested revising the prerequisite to MTH 60, high school algebra, MTH 80, or MTH 178. Combs would like to remove high school algebra because the course cannot be approved for C-ID with that included. Frederickson added that chemistry is a new “language” for most students so coming in with a math deficiency is daunting. With everything considered, M/S/C (Frederickson/Renderman) to approve the prerequisite of MTH 60, MTH 80, MTH 178, or placement into MTH 220.

2. CHM 250 – General Chemistry I

- a. M/S/C (Renderman/Walsh) to approve the prerequisite for CHM 250 as presented.

C. ESL (Walsh)

1. ESL 13 – Reading and Writing for Multilingual Students

- a. M/S/C (Renderman/Frederickson) to approve ESL 13 for distance education. Walsh explained that she would like to offer ESL 13 as a hybrid in hopes of increasing enrollment.
- 2. ESL 513 – Reading and Writing for Multilingual Students**
 - a. M/S/C (Renderman/Frederickson) to approve ESL 513 for distance education.
- D. MUS (Lenberg)**
 - 1. MUS 203 – Music History and Literature I**
 - a. M/S/C (Renderman/Walsh) to approve MUS 203 for distance education.
 - 2. MUS 204 – Music History and Literature II**
 - a. M/S/C (Renderman/Frederickson) to approve MUS 204 for distance education.
- E. SCI (Allen/Frederickson)**
 - 1. SCI 201 – Survey of Chemistry and Physics**
 - a. M/S (Renderman/Polak) to approve the prerequisite for SCI 201. Considering the discussion held regarding the prerequisite for CHM 200, it was determined that the prerequisite for CHM 200 would also be fitting for SCI 201. M/S/C (Renderman/Polak) to approve the prerequisite of MTH 60, MTH 80, MTH 178, or placement into MTH 220.
- F. SPN (Velazquez-Zvierkova)**
 - 1. SPN 212 – Introduction to Latin-American Literature and Film**
 - a. M/S/C (Frederickson/Mendoza) to approve the additional prerequisite of SPN 210 and remove SPN 211 from the prerequisite. Velazquez-Zvierkova explained that the current prerequisite, SPN 211, is at the same proficiency level as SPN 212 so that prerequisite is not needed to succeed in the course. The prerequisite will read SPN 203 or SPN 210 (SPN 203 was approved by the committee on March 15, 2019).

V. DISCUSSION/INFORMATION

A. Program narrative templates – Discussion

The Program and Course Approval Handbook (PCAH) spells out the requirements needed to submit programs to the Chancellor's Office for approval which include a narrative. Whetzel presented to the committee a set of templates that she and Nelson created to help guide faculty write narratives. Whetzel briefly walked through the templates and the instructions and asked for feedback. Whetzel also pointed out a change in the approval process. Completed narratives are now required before the second reading of a program. This step will ensure that all the required documents needed for Chancellor's Office approval are completed before Curriculum Committee approval. As it stands currently, we have four programs that the committee has approved but have not been sent to the Chancellors Office because the narrative is incomplete. Walsh commented that the templates are helpful. Polak added that these templates will help streamline the process.

B. Curriculum Committee goals – Action

M/S/C (Walsh/Polak) to approve the 2019-2020 committee goals after adding a goal related to reviewing ADT templates

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Mendocino-Lake Community College District
CURRICULUM COMMITTEE MEETING MINUTES
October 11, 2019 – 10 a.m. – noon – Room 4112

Meeting adjourned 11:43 a.m.

FUTURE MEETINGS: November 1, December 6, February 21, March 13, April 3, April 24,
May 8, May 15

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