

I. GENERAL MATTERS

A. Roll Call

Present: Aguirre, Aseltyne, Calderon, Cechin (arrived at 10:44), Decker, Frederickson, Mendoza, Montes, Polak, Renderman, Simpson-Logg, Walsh, Xu (arrived at 10:58)

Absent: Varela

Guests: Banta, Beck, Bogner, Crean, Heston, Velázquez-Zvierkova, Whetzel

Recorder: Nelson

B. Approval of Minutes: M/S/C (Decker/Calderon) to approve the minutes of November 19, 2021 as presented.

C. Agenda Revisions: Remove item III.A. and IV.A.

D. Approval of Agenda: M/S/C (Polak/Mendoza) to approve the agenda as amended.

II. PUBLIC COMMENT

None

III. CONSENT AGENDA

M/S/C (Decker/Walsh) to approve the consent agenda as amended.

A. BUS (Hixenbaugh, Pai)

1. Business – Accounting Associate of Science

a. Program Modification (Course renumbering)

2. Business – Accounting Certificate of Achievement

a. Program Modification (Course renumbering)

3. Business Information Worker I Certificate of Achievement

a. Program Modification (Course renumbering)

4. Business Information Worker II Certificate of Achievement

a. Program modification (Remove BUS 197, CSC 197; add CED 196; course renumbering)

5. Business Management Associate of Science

a. Program Modification (Course renumbering)

6. Business Management Certificate of Achievement

a. Program Modification (Course renumbering)

7. Business – Retail Management Certificate of Achievement

a. Program Modification (Course renumbering)

B. CSC (Pai)

1. Computer Applications and Office Administration Associate of Science

a. Program Modification (Course renumbering)

2. Computer Applications and Office Administration Certificate of Achievement

a. Program Modification (Course renumbering)

3. CSC 104 – Computer and Computer Applications

a. Course modification (Number, transfer status)

4. Web Development Certificate of Achievement

a. Program Modification (Course renumbering)

C. DAM (Pai)

- 1. Digital Arts and Media Certificate of Achievement**
 - a. Program Modification (Course renumbering)
- D. FSC (Heston)**
 - 1. Fire Science Associate of Science**
 - a. Program modification (Career opportunities, units, add ADJ 150, CED 196, COM 211, EMS 202, PSY 85, PSY 208, PSLO)
 - 2. FSC 50A – Instructor I – Instructional Methodology**
 - a. Course modification (Objectives, SLO)
 - 3. FSC 50B – Instructor Training IB: Psychomotor Lesson Delivery**
 - a. Course modification (Number, objectives)
 - 4. FSC 65 – Incident Command Systems (ICS) 300**
 - a. Course modification (No changes)
 - 5. FSC 68 – Basic Firefighter Academy**
 - a. Course modification (TOP/CIP, limitation on enrollment, objectives, SLO)
 - 6. FSC 70A – Company Officer 2A: Human Resources Management for Company Officers**
 - a. Course modification (Objectives, SLO)
 - 7. FSC 70B – Company Officer 2B: General Administrative Functions**
 - a. Course modification (Objectives, SLO)
 - 8. FSC 70C – Company Officer 2C: Fire Inspection and Investigation**
 - a. Course modification (Objectives, SLO)
 - 9. FSC 70D – Company Officer 2D: All-Risk Command Operations**
 - a. Course modification (SLO)
 - 10. FSC 70E – Company Officer 2E: Wildland Incident Operations for Company Officers**
 - a. Course modification (Objectives, SLO)
 - 11. FSC 80 – Low Angle Rope Rescue Operational**
 - a. Course modification (Credit by exam, audit)
 - 12. FSC 81 – Surf Rescue Operations**
 - a. Course modification (Credit by exam, audit, SLO)
 - 13. FSC 111 – Fire Protection Organization**
 - a. Course modification (Credit by exam, audit, textbook, objectives, outline)
 - 14. FSC 112 – Fire Behavior & Combustion**
 - a. Course modification (Credit by exam, audit, objectives, SLO)
 - 15. FSC 113 – Fire Protection Equipment & Systems**
 - a. Course modification (Credit by exam, audit, textbook, SLO)
 - 16. FSC 114 – Building Construction for Fire Safety**
 - a. Course modification (Credit by exam, audit, assignments, MOE, textbook)
 - 17. FSC 115 – Hazardous Material Response for Public Safety**
 - a. Course modification (Title, credit by exam, audit, assignments, textbook, SLO)
- E. HLH (Hicks)**
 - 1. Allied Health Associate of Science**
 - a. Program Modification (Course renumbering)
- F. PHY (Beck)**

- 1. PHY 210 – General Physics I**
 - a. Course modification (Textbook, objectives, SLO, content review)
 - 2. PHY 211 – General Physics II**
 - a. Course modification (Textbook, objectives, SLO, content review)
 - 3. PHY 220 – Physics for Scientist and Engineers I**
 - a. Course modification (Catalog description, textbook, objectives, SLO, content review)
 - 4. PHY 221 – Physics for Scientist and Engineers II**
 - a. Course modification (Textbook, objectives, SLO, content review)
 - 5. PHY 222 – Physics for Scientist and Engineers III**
 - a. Course modification (Catalog description, textbook, objectives, SLO, content review)
- G. PTA (Bogner)**
- 1. PTA 120 – Clinical Development**
 - a. Course inactivation
 - 2. PTA 121 – Clinical Practicum I**
 - a. Course modification (Title, catalog description, units/hours, instructional materials)
 - 3. PTA 122 – Clinical Practicum II**
 - a. Course modification (Title, catalog description, units/hours, instructional materials)
- H. SCT (Woodhouse)**
- 1. Sustainable Construction & Energy Technology – Building Efficiency & Performance Certificate of Achievement**
 - a. Program Modification (Course renumbering)
 - 2. Sustainable Construction & Energy Technology – Construction Certificate of Achievement**
 - a. Program Modification (Course renumbering)
 - 3. Sustainable Construction & Energy Technology – Renewable Energy Certificate of Achievement**
 - a. Program Modification (Course renumbering)

IV. COURSE/PROGRAM MODIFICATIONS/PROPOSALS

- A. EDU (Whetzel)**
- 1. EDU 155 – Teaching the Older Adult Student**
 - a. M/S/C (Renderman/Mendoza) to approve EDU 155 as presented.
 - b. M/S/C (Walsh/Mendoza) to approve the assignment of discipline of Counseling, Education, or Psychology.
 - c. M/S/C (Decker/Polak) to approve EDU 155 for distance education.
- B. ITA (Velázquez-Zvierkova)**
- 1. ITA 100 – Conversational Italian: Level I**
 - a. First reading for ITA 100, 101, 200, 201. Velázquez-Zvierkova introduced four new Italian courses, two conversational courses and two language and culture

courses. Velázquez-Zvierkova added that she is excited to offer another language at Mendocino College and looks forward to dual enrollment with local schools. Cechin asked about the depth of culture in the 200-level courses and asked if that was common for language courses. Velázquez-Zvierkova replied that culture is typically a dominant topic for context when acquiring a new language. Understanding of culture helps to develop the language. AO Osea added that in order to fulfill CSU Humanities GE language should not be the only focus of the course, and the course should also have a strong focus on culture. There were some details pointed out in the outline for the 200-level courses as being too specific. The committee suggested edits to generalize these details.

2. ITA 101 – Conversational Italian: Level II

a. New course proposal – *First reading*

3. ITA 200 – Elementary Italian: Level I

a. New course proposal – *First reading*

4. ITA 201 – Elementary Italian: Level II

a. New course proposal – *First reading*

C. MTH (Banta)

1. MTH 170 – Mathematics in Native American Culture

- a. M/S/C (Renderman/Walsh) to approve MTH 170 as presented.
- b. M/S/C (Walsh/Calderon) to approve the assignment of discipline of Mathematic.
- c. M/S/C (Polak/Mendoza) to approve the prerequisite/co-requisite with the addition of MTH 79 as a prerequisite. MTH 79 was added to the prerequisite to strengthen the submission for CSU GE Area B4.
- d. M/S/C (Renderman/Mendoza) to approve MTH 170 for General education, Institutional Requirement Mathematics Competency.
- e. M/S/C (Walsh/Polak) to approve MTH 170 for General education, Studies in Culture.

D. NUR (Crean)

1. NUR 501 – Nursing Mathematics Workshop

- a. M/S/C (Renderman/Calderon) to approve NUR 501 as presented.
- b. M/S/C (Mendoza/Walsh) to approve the assignment of discipline of Mathematics or Nursing Science/Clinical Practice.

E. PHY (Beck)

1. PHY 202 – Introductory Physics

- a. M/S/C (Renderman/Mendoza) to approve PHY 202 as presented. AO Osea thanked Beck for all his work revising all PHY courses.
- b. M/S/C (Calderon/Mendoza) to approve the prerequisite as presented.

F. PTA (Bogner)

1. PTA 118 – Clinical Development

- a. First reading for PTA 118. Bogner started by sharing with the committee the big news that the Physical Therapist Assistant program is now accredited! Aseltyne thanked Bogner for all her work with developing the program and moving it through accreditation. Bogner explained that this course is being developed to prepare

students for onsite work experience. There were questions about the use of an app instead of a textbook. Bogner explained that the app is used throughout the program and is paid for with Strong Workforce funds. Bogner added that the content on the app is research based and current. SLOs were reviewed. Aguirre suggested expanding the one SLO and offered Bogner some suggestions. Bogner was also asked to spell out some acronyms in the objectives.

G. SPN (Velázquez-Zvierkova)

1. SPN 212 – Introduction to Latin-American Literature and Film

- a. M/S/C (Decker/Renderman) to approve SPN 212 for distance education.
- b. M/S/C (Mendoza/Decker) to approve SPN 212 for General education, Studies in Culture.

- V. AB 361 – To continue the law’s exemption to the Brown Act teleconferencing rules. The Curriculum Committee has reconsidered the circumstances of the emergency, and either of the following circumstances exist.** M/S/C (Polak/Walsh) to table vote until next meeting. The exemption is allowed for 30-days at a time. Since the next curriculum meeting is scheduled for February, there was no need to consider this vote.

VI. DISCUSSION

A. Committee Training: Recourse – PCAH, Curriculum Handbook, additional items

Due to time constraints, Chair Frederickson did not get to training, but he did stress the importance of reviewing the PCAH and additional resources located on the website.

B. ISLO Discussion and Feedback

VP Polak shared a draft of the revised ISLOs with the committee and explained the process that went into the work which began with a large group of representatives from EAP, SLOT, Curriculum, students, management, program directors, learning center, MESA, etc. A large group worked on an initial draft, and then a smaller group of mostly faculty cleaned a draft over the summer. The process began with looking at examples from other colleges and defining what they liked best. The group then defined “buckets” which include Creative and Critical Thinking, Inquiry and Analysis, Communication, Lifelong Wellness, and Intercultural Knowledge. These “buckets” are first defined, state a goal, and then outcomes are listed for what students will be able to achieve upon completing an Associate’s Degree. Course and program level SLOs will be mapped to the ISLOs, but some ISLOs will need to be assessed in other ways like surveys and focus groups. The draft was brought to Academic Senate, Curriculum, and will go to EAP and SLOT to discuss how to bring to faculty. Hoping for finalization this spring. As a department that only has a certificate of completion, Walsh wondered how ISLO assessment will apply to her students and wondered if there have been any conversations around that. Polak replied that there will be other ways to assess students such as surveys and focus groups. Polak will send out a survey to the committee to solicit feedback.

C. Articulation Officer Update

AO Osea provided a report to the committee on updates in articulation. Some of the items highlighted included an update from 5C, CPL, ADTs and IGETC, AB 928, AB 1111, and some

Mendocino-Lake Community College District
CURRICULUM COMMITTEE MEETING MINUTES
December 3, 2021 – 10 a.m. – noon – Zoom meeting

articulation Osea is working on with local community colleges and universities. Osea sent his reports to all committee members.

FUTURE MEETINGS: February 4, 2022, March 4, March 25, April 20, May 13

Meeting adjourned: Noon
Enjoy your winter break!