



Curriculum Committee Agenda

VIA CONFERZOOM

Call information:

Join from PC, Mac, Linux, iOS or Android:

<https://vcccd-edu.zoom.us/j/2390480463>

Tuesday, August 17, 2021 at 3:30pm

ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2022 UNLESS OTHERWISE NOTED.

I. ROLL CALL (Quorum is 10 out of 18 voting members)

VOTING MEMBERS		
Faculty co-chair	<input type="checkbox"/> Maline Werness-Rude (MWR)	
Faculty co-chair	<input type="checkbox"/> Peter Sezzi (PS)	
Interim Articulation Officer	<input type="checkbox"/> Michael Bowen (MB)	
Technical Review Chair	<input type="checkbox"/> Michael Callahan (MC)	
Academic Senate President	<input type="checkbox"/> Dan Clark (DC)	
AFT Rep.	Vacant	
Career Education I Division	<input type="checkbox"/> Kelly Wellman (KW)	<input type="checkbox"/> Nicole Falco (NF)
Career Education II Division	<input type="checkbox"/> Dorothy Farias (DF)	<input type="checkbox"/> John Clark (JC)
College Outcome Group Representative	<input type="checkbox"/> Asher Sund or Aurora Meadows (AS)	
English & Math Division	<input type="checkbox"/> Peter Yi (PY)	(Vacant)
Health, KIN, ICA, Performing & Visual Arts Division	<input type="checkbox"/> Jeff Fischer (JF)	<input type="checkbox"/> Krenly Guzman Gonzalez (KG)
Library, Languages, Behavioral & Social Sciences Division	<input type="checkbox"/> Rubisela Gamboa (RG)	Maline Werness-Rude (Co-chair)
Librarian	Peter Sezzi (Co-Chair)	
Sciences Division	<input type="checkbox"/> Gabi Wood (GW)	(Vacant)
Student Services Division	<input type="checkbox"/> Maria Reyes-Sanchez (MRS)	<input type="checkbox"/> Gema Espinoza Sanchez (GS)
NON-VOTING MEMBERS		
CIO co-chair	<input type="checkbox"/> Jennifer Kalfsbeek-Goetz	
ASVC Rep. (ASVC Director of Equity and Inclusion)	<input type="checkbox"/> Lisa Marie Ruiz	
Dean	<input type="checkbox"/> Bernard Gibson	<input type="checkbox"/> Dan Kumpf
Dean	<input type="checkbox"/> Lisa Putnam	<input type="checkbox"/> Felicia Dueñas
Dean	<input type="checkbox"/> Boglarka Kiss	<input type="checkbox"/> Phil Briggs
Dean	<input type="checkbox"/> Debbie Newcomb	<input type="checkbox"/> Leticia Canales/Jesus Vega
Academic Data Specialist	<input type="checkbox"/> Olivia Long	
Academic Data Specialist	<input type="checkbox"/> Kelly Denton	
Recorder/Curriculum Technician	<input type="checkbox"/> Sarah Ayala	
Distance Education Liaison	<input type="checkbox"/> Sharon Oxford	
Registrar	<input type="checkbox"/> Gaby Asamsama-Acuña	

- II. **ADOPTION OF THE PROPOSED AGENDA (Discussion/Action)**
- III. **INTRODUCTIONS, PUBLIC COMMENTS, AND GENERAL ANNOUNCEMENTS – Public Comments Limited to 5 minutes per person (Information)¹**
 - A. **Reminder that updating a course in any way in CIM erases approval dates and the start term – S. Ayala**
 - B. **Other Announcements**
 - C. **Public Comments**
- IV. **APPROVAL OF MINUTES: May 4, 2021 (Discussion/Action)**
- V. **OLD BUSINESS (Discussion/Action)**
 - A. **Continue discussion of removing old courses that we started in item XIV.A of the May agenda, or wait until CAT implementation? (Discussion/Action; see attachment) – M. Callahan, J. Kalfsbeek-Goetz, P. Sezzi, M. Werness-Rude**
- VI. **REQUISITES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**
 - A. **None**
- VII. **DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**
 - A. **Review: SPAN V01**
- VIII. **MINIMUM QUALIFICATIONS (Discussion/Action)**
 - A. **None**
- IX. **CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL (Action; see attachment)**
 - A. **None**
- X. **SECOND READING COURSES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**
 - A. **None**
- XI. **SECOND READING PROGRAMS: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**
 - A. **None**

¹ Five minutes is allotted to any member of the public who wishes to address the curriculum committee, with a maximum of twenty minutes per topic aggregated for all speakers, unless extended by vote of the committee. At the request of any speaker proposing to address a specific agenda item, the committee may also vote to permit that speaker's comments to be deferred until the meeting progresses to that topic.

XII. FIRST READING PROPOSALS:

- A. COURSE PROPOSALS REQUIRING SECOND READING (Discussion/Action; see attachment)**
 - 1. None
- B. COURSE PROPOSALS NOT REQUIRING SECOND READING (Discussion/Action; see attachment)**
 - 1. Revision: SPAN V01
- C. PROGRAMS: (Discussion/Action; see attachment)**
 - 1. None

XIII. ADMINISTRATIVE CHANGES (Discussion/Action)

- A. C-ID Approvals: AG V04, AG V30, AG V42, AG V43, ART V09A, CS V19**

XIV. POLICY AND PROCESS (Information or Discussion/Action)

- A. Curriculum Committee Membership and Vote Count (Discussion/Action) – P. Sezzi, M. Werness-Rude**
- B. Resolution: Requirement for Faculty (or Dean as the alternate) to attend the Technical Review Meeting (via zoom) if presenting a new or revised course or program. Exceptions would be Administrative Corrections (Discussion/Action) – P. Sezzi, M. Werness-Rude**
- C. Resolution: All courses and programs shall have simultaneous first and second reading unless further discussion is requested by a Curriculum Committee Member (Discussion/Action) – P. Sezzi, M. Werness-Rude**
- D. Student Representative on Curriculum Committee – change to a voting member (Discussion) – P. Sezzi, M. Werness-Rude**
- E. Annual Curriculum Committee Training (Discussion) – P. Sezzi, M. Werness-Rude**
- F. Curriculum Committee Goals for 2021-2022 (Discussion/Action; see attachment) – P. Sezzi, M. Werness-Rude**
- G. Curriculum Committee Meeting Dates for AY 2021-2022 (Discussion/Action; see attachment) – P. Sezzi, M. Werness Rude**
- H. Review of Curriculum process: CCT Task Force Updates (Standing Item; Discussion) - G. Wood, D. Farias**
- I. Credit for Prior Learning**
 - 1. AP 4235 (Discussion) –J. Kalfsbeek-Goetz
 - 2. Proposal Review from Districtwide Credit for Prior Learning Committee (Discussion; see updated separate attachment) – M. Bowen
- J. American Ethnic Studies Workgroup (Discussion/Action) – P. Sezzi, M. Werness-Rude, R. Gamboa**

K. Continuing Discussion/Process and Procedures (Standing Item; Discussion/Action) – D. Farias

1. Backlog of Programs (see attachment)
2. Second Readings
3. Streamline Agenda Items (Reports)

L. Standing Item: Anti-racism in curriculum (Discussion) – J. Kalfsbeek-Goetz

<https://www.glendale.edu/about-gcc/faculty-and-staff/c-i-curriculum-and-instruction/creating-equitable-curriculum-guide>

XV. PHILOSOPHY AND GENERAL EDUCATION CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachments)

- A. None

XVI. REPORTS (Information)

- A. Reports from Curriculum Institute - various attendees
- B. Co-Chairs
- C. Technical Review Chair
 1. Program Status Spreadsheet (see attachment)
- D. Articulation
- E. Board of Trustees/ DCCI (formerly DTRW-I)
- F. Subcommittees/Workgroups
- G. New Curriculum Approvals at the State (CCCCO)

XVII. DISCUSSION/INFORMATION (Information or Discussion/Action)

- A. None

XVIII. REQUESTS FOR FUTURE AGENDA ITEMS

NEXT MEETING
Tuesday, September 7, 2021
Location TBD

Written materials relating to a Curriculum Committee meeting item that are distributed to at least a majority of the Curriculum Committee members less than 72 hours before a noticed meeting and that are public record not otherwise exempt from disclosure will be available for inspection at Ventura College located at 4667 Telegraph Road, Ventura, CA 93003 or at the Curriculum Committee meeting.

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of:
Dr. Jennifer Kalfsbeek-Goetz, Vice President Academic Affairs
Ventura College - 4667 Telegraph Road, Ventura, CA 93003 - (805) 289-6464



Curriculum Committee Minutes - **DRAFT**

Via Zoom

Tuesday, May 04, 2021 at 3:00pm

ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2022 UNLESS OTHERWISE NOTED.

Called to order: 3:02 p.m.

I. ROLL CALL (Quorum is 10 out of 18 voting members)

VOTING MEMBERS		
Faculty co-chair / Interim Articulation Officer	<input checked="" type="checkbox"/> Michael Bowen (MB)	
Technical Review Chair	<input checked="" type="checkbox"/> Michael Callahan (MC)	
Academic Senate President	<input checked="" type="checkbox"/> Dan Clark (DC)	
AFT Rep.	Vacant	
Career Education I Division	<input type="checkbox"/> Kelly Wellman (KW)	<input checked="" type="checkbox"/> Nicole Falco (NF)
Career Education II Division	<input checked="" type="checkbox"/> Dorothy Farias (DF)	<input type="checkbox"/> John Clark (JC)
College Outcome Group Representative	<input type="checkbox"/> Asher Sund / Aurora Meadows	
English & Math Division	<input checked="" type="checkbox"/> Peter Yi (PY)	(Vacant)
Health, KIN, ICA, Performing & Visual Arts Division	<input type="checkbox"/> Jeff Fischer (JF)	<input type="checkbox"/> Krenly Guzman Gonzalez (KGG)
Library, Languages, Behavioral & Social Sciences Division,	<input type="checkbox"/> Rubisela Gamboa (RG)	<input checked="" type="checkbox"/> Maline Werness-Rude (MWR)
Librarian	<input checked="" type="checkbox"/> Peter Sezzi (PS)	
Sciences Division	<input checked="" type="checkbox"/> Chloe Branciforte (CB)	<input checked="" type="checkbox"/> Jennifer Garner (JG)
Student Services Division	<input checked="" type="checkbox"/> Mario Rivera (MR)	<input checked="" type="checkbox"/> Gema Espinoza Sanchez (GES)
NON-VOTING MEMBERS		
CIO co-chair	<input checked="" type="checkbox"/> Jennifer Kalfsbeek-Goetz (JKG)	
ASVC Rep. (ASVC Director of Equity and Inclusion)	<input type="checkbox"/> Lisa Marie Ruiz	
Dean	<input type="checkbox"/> Dan Kumpf	<input type="checkbox"/> (Vacant)
Dean	<input checked="" type="checkbox"/> Lisa Putnam	<input type="checkbox"/> Felicia Dueñas
Dean	<input type="checkbox"/> Lynn Wright	<input type="checkbox"/> Phil Briggs
Dean	<input checked="" type="checkbox"/> Debbie Newcomb	<input type="checkbox"/> Marnie Melendez (Interim)
Academic Data Specialist	<input checked="" type="checkbox"/> Olivia Long	
Academic Data Specialist	<input checked="" type="checkbox"/> Kelly Denton	
Recorder/Curriculum Technician	<input checked="" type="checkbox"/> Sarah Ayala	
Distance Education Liaison	<input type="checkbox"/> Sharon Oxford	
Registrar	<input type="checkbox"/> Gaby Asamsama-Acuña	

Guests: G. Wood (BIOL), F. Torres (Student Success and Support)

II. ADOPTION OF THE PROPOSED AGENDA (Discussion/Action)

M. Bowen called for a motion to approve the agenda

Motion by: N. Falco

Seconded by: D. Clark

Discussion: None

Final resolution: Agenda approved as presented

Yes: M. Bowen, C. Branciforte, M. Callahan, D. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, M. Rivera, P. Sezzi, M. Werness-Rude, P. Yi

No: None

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	yes	yes	yes						yes	yes	abst	yes	yes	yes		yes

Recorder's Note: J. Garner arrived after the agenda vote.

III. INTRODUCTIONS, AND PUBLIC COMMENTS (Information)¹

A. AB 1111 Common Numbering System for GE – J. Kalfsbeek-Goetz

Assembly Bill being created that puts forward the expectation that all community college general education classes use a common numbering system. Example – an “01A” at one school would be a “01A” at all schools. So far, it is receiving positive feedback, but would take a while to implement here at VC if it passed. This item is just FYI to put on your radar.

B. Curriculum Institute will be held virtually July 7-9, 2021

<https://asccc.org/events/2021-07-07-150000-2021-07-09-220000/2021-curriculum-institute-virtual-event - J. Kalfsbeek-Goetz>

If you are interested in signing up for the conference, please talk to JKG. Specifically looking to send sending those in the roles of Co-Chair, 4 technical reviewers, and Articulation Officer.

C. Other Announcements

Thank you to Michael Bowen for your hard work, knowledge and guidance as Co-chair over these last few years. We will miss you!

D. Public Comments

G. Wood: Curriculum Institute would be a good thing for those joining the Curriculum Committee. Would that be possible?

JKG is open to requests via email since this conference is virtual this year, which keeps costs down. Gabi also thanked Michael Bowen for the welcome she received when joining the Curriculum Committee.

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IV. APPROVAL OF MINUTES: (Discussion/Action)

M. Bowen called for a motion to approve the minutes from the 4/20/21 Curriculum Committee meeting

Motion by: M. Rivera

Seconded by: M. Werness-Rude

Discussion: None

Final resolution: Minutes from 4/20/21 meeting approved as presented

Yes: M. Bowen, C. Branciforte, M. Callahan, D. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, J. Garner, M. Rivera, P. Sezzi, M. Werness-Rude, P. Yi

No: None

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	yes	yes	abst	yes					yes	yes	yes	yes	yes	yes		yes

V. OLD BUSINESS (Discussion/Action)

A. Curriculum Co-Chair Proposal (Discussion/Action; see attachment) – D. Clark

A question was brought up in the discussion at the last meeting: What if there aren't 4 technical reviewers? How will the release time be split? This comment is just to confirm that this will be flexible and release time can be split among those that volunteer – from 1 to 4 people.

1. Technical Review Assistants Selection (Discussion/Action) – M. Bowen, D. Clark

Propose that we have people self-nominate today with the understanding it won't be finalized until next year.

Potential interest was expressed from G. Wood and G. Espinoza-Sanchez. If anyone else is interested in one of the technical review positions, please contact D. Clark and JKG via email.

B. Curriculum Co-Chair Election (Discussion/Action) – M. Bowen

It was announced that Peter Sezzi and Maline Werness-Rude have agreed to a joint co-chairmanship for the 2 years starting June 1, 2021.

There were no other nominations or volunteers at the time of the meeting.

M. Bowen called for a motion on this topic

Motion by: J. Garner moved to open a discussion for elections

Seconded by: M. Rivera

Discussion: J. Garner: Expressed a great deal of confidence in Peter and Maline and their willingness to collaborate. Encouraged other to vote to elect them. M. Rivera seconded the comments

Final resolution: P. Sezzi and M. Werness-Rude were elected curriculum co-chairs for the 2 year term

Yes: M. Bowen, C. Branciforte, M. Callahan, D. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, J. Garner, M. Rivera, P. Yi

No: None

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	yes	yes	yes	yes					yes	yes	yes	yes		yes		

Recorder's Note: M. Werness-Rude and P. Sezzi were not present for the vote on this item.

VI. REQUISITES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)

A. Revision: PHSO V01

B. Review: MATH V22, MATH V23

M. Bowen called for a motion to approve Requisite proposals

Motion by: J. Garner

Seconded by: C. Branciforte

Discussion: M. Rivera asked for clarification on wording. Wording clarified in discussion.

Final resolution: Requisite proposals approved

Yes: M. Bowen, C. Branciforte, M. Callahan, D. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, J. Garner, M. Rivera, P. Sezzi, M. Werness-Rude, P. Yi

No: None

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	yes	yes	yes	yes					yes	yes	yes	yes	yes	yes		yes

VII. DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)

A. Review: MATH V22, MATH V23, PHSO V01

M. Bowen called for a motion to approve the Distance Education proposals

Motion by: M. Werness Rude

Seconded by: M. Rivera

Discussion: None

Final resolution: Distance Education proposals were approved

Yes: M. Bowen, C. Branciforte, M. Callahan, D. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, J. Garner, M. Rivera, P. Sezzi, M. Werness-Rude, P. Yi

No: None

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	yes	yes	yes	yes					yes	yes	yes	yes	yes	yes		yes

VIII. MINIMUM QUALIFICATIONS

A. None

- IX. **CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL**
(Discussion/Action; see attachment)
 - A. None
- X. **SECOND READING COURSES: CURRICULAR PROPOSALS FOR APPROVAL**
(Discussion/Action; see attachment)
 - A. None
- XI. **SECOND READING PROGRAMS: CURRICULAR PROPOSALS FOR APPROVAL**
(Discussion/Action; see attachment)
 - 1. None
- XII. **A. FIRST READING: COURSE PROPOSALS REQUIRING SECOND READING**
(Discussion/Action; see attachment)
 - 1. None
- B. FIRST READING: COURSE PROPOSALS NOT REQUIRING SECOND READING**
(Discussion/Action; see attachment)
 - 1. Revision: MATH V22, MATH V23, PHSO V01
- C. FIRST READING: PROGRAM PROPOSALS FOR APPROVAL**
 - 1. Revision: A.S. Social Media Marketing*
* Proposed for first and second reading, effective Fall 2021

M. Bowen called for a motion to approve the First Reading proposals
 Motion by: P. Sezzi moved to approve both Items XII.B and XII.C together – with the program to be approved for first and second reading
 Seconded by: M. Werness-Rude
 Discussion: D. Clark: PHSO V01 – revisions to bring it into better compliance with the C-ID.
 Final resolution: First Reading items approved. AS Social Media Marketing approved for First and Second Reading.
 Yes: M. Bowen, C. Branciforte, M. Callahan, D. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, J. Garner, M. Rivera, P. Sezzi, M. Werness-Rude, P. Yi
 No: None

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	yes	yes	yes	yes					yes	yes	yes	yes	yes	yes		yes

- XIII. **ADMINISTRATIVE CHANGES (Discussion/Action)**
 - A. None
- XIV. **POLICY AND PROCESS (Information or Discussion/Action)**
 - A. **Courses Not Offered in the Last 5 Years (Discussion/Action; see attachment) – J. Kalfsbeek-Goetz, M. Callahan**

Backstory: This list was pulled of courses that have not been offered for 5 years or more. It was shared with Deans and Chairs, and they were asked if they were ok with inactivating these courses? Responses provided for all with approximately 2/3 of the courses receiving a “yes” that is ok for inactivation.

On the spreadsheet attachment – “Yes” under inactivations means the course received the go-ahead for inactivation. There is also a column showing how many years a 5 year update on that course is overdue. “No” indicates the Chair and/or Dean does not want the course inactivated.

Next steps – to go through inactivation process for those indicated with “Yes”. Would be wise for the committee to consider inactivating these before the upcoming accreditation visit. Programs will have to be re-examined that include these courses on the inactivation list. The programs including these courses will need to be updated as well when these courses are inactivated.

If the chair/faculty do not want to inactivate a course, it would be beneficial to require them to update the course outline of record.

When we embarked upon this, did we decide to assess this because we were moving over to CAT, or this was just figured out this was going on?

One reason was to avoid issue with accreditation.

When a course is requested for inactivation – an email is required from the department to indicate the inactivation. Would the committee like to take the “Yes” on the spreadsheet as an approval?

JKG – Question was asked if they wanted it inactivated, not why and what happens when you say “yes”. Indicated we need more input, and this should not be something decided today. This should be a fall project to come up with a process on how to proceed. Maybe a roll out with due dates, track it, etc. Need some time to process all of this and roll it out, and we can do that in time for accreditation. Waiting a bit would allow us the time, consultation and collaboration something like this might need.

D. Clark – I think we need the department to sign off. The spreadsheet does not make it clear whether it was a Dean or Department Chair that made these decisions.

M. Callahan – Original spreadsheet is posted in JKG’s share drive with further information and reasons behind decisions.

P. Sezzi – We have final Chairs meeting Monday May 17th. That would be a good time to give them a heads up to “plant the seed” for the fall.

Next year – CC will have to decide on this process, how to deal with courses associated with programs, and doing this before we transition to CAT will maybe make CAT transition harder. Would recommend doing this process after the CAT implementation.

Vote not taken on this item.

**B. GE Removal Rubric – Revised Forms (Discussion/Action; see attachment)
– M. Bowen**

M. Bowen called for a motion to approve the revised GE Removal Rubric form

Motion by: D. Clark

Seconded by: M. Werness-Rude

Discussion: D. Clark: Supports document, and has some remaining questions, but it seems that is wanted, so more data can't hurt.

C. Branciforte: Remembered a comment about this form being accessible, and live links

M. Bowen: If someone would like to update the form further, he can send it to them.

Final resolution: Form approved

Yes: M. Bowen, C. Branciforte, M. Callahan, D. Clark, G. Espinoza-Sanchez, N. Falco, D. Farias, J. Garner, M. Rivera, P. Sezzi, M. Werness-Rude, P. Yi

No: None

Voting Tally:

AS/AM	CB	DC	DF	GES	JG	JC	JF	KW	KGG	MR	MB	MC	NF	PS	PY	RG	MWR
	yes	yes	yes	abst	yes					abst	yes	yes		yes	yes		yes

Recorder's Note: N. Falco left the meeting before the vote on this item.

Recorder's Note: D. Clark left the meeting after the vote on this item.

**C. Curriculum Committee Evaluation Results (Discussion; see attachment) –
M. Bowen, J. Kalfsbeek-Goetz**

Results of the survey were read to the group.

D. Clark: Academic Senate will be reviewing the duties of the Curriculum Committee members.

**D. Curriculum Committee Challenges Document from the Co-Chair
(Discussion; see attachment) – M. Bowen**

M. Bowen has created a handover list of challenges for new co-chairs. It is attached in the agenda packet.

**E. Curriculum Committee Meeting Dates for AY 2021-2022 (Discussion/Action;
see attachment) – M. Bowen**

Tentative meeting dates for next year. Group might want to consider a training during flex-week.

Vote not taken on this item.

**F. Review of Curriculum process: CCT Task Force Updates (Standing Item;
Discussion) - G. Wood, C. Branciforte, D. Farias**

Productive meeting. Put together a meeting schedule for the Fall. Looking forward to finishing up the Canvas shell.

G. Credit for Prior Learning

1. AP 4235 (Discussion) – J. Kalfsbeek-Goetz
2. Proposal Review from Districtwide Credit for Prior Learning Committee (Discussion; see updated separate attachment) – M. Bowen

Item not discussed due to time.

H. American Ethnic Studies Workgroup (Discussion/Action) – M. Bowen, R. Gamboa

Item not discussed due to time.

I. Continuing Discussion/Process and Procedures (Standing Item; Discussion/Action) – D. Farias, C. Branciforte

1. Backlog of Programs (see attachment)
2. Second Readings
3. Streamline Agenda Items (Reports)

Item not discussed due to time.

J. Standing Item: Anti-racism in curriculum (Discussion) – J. Kalfsbeek-Goetz
<https://www.glendale.edu/about-gcc/faculty-and-staff/c-i-curriculum-and-instruction/creating-equitable-curriculum-guide>

Item not discussed due to time.

K. Curriculum Committee Training (Discussion) – M. Bowen

[https://mbowenc2.000webhostapp.com/curriculum/docs/\(202008%20MB\)%20Curriculum%20Committee%20Training.pptx](https://mbowenc2.000webhostapp.com/curriculum/docs/(202008%20MB)%20Curriculum%20Committee%20Training.pptx)

Item not discussed due to time.

XV. PHILOSOPHY AND GENERAL EDUCATION CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action)

- A. None

XVI. REPORTS (Information)

- A. Co-Chairs

- B. Articulation/C-ID

1. CSUGE-Breadth, IGETC, and Local approvals (see attachment)

- C. Board of Trustees/ DCCI (formerly DTRW-I)

D. Subcommittees/Workgroups

1. Workgroup Reports

E. New Curriculum Approvals at the State (CCCCO) – S. Ayala

- 1. New state approvals (Fall 21): AA-T Spanish, COA Food Safety, AA- T Theatre Arts, AA General Studies Pattern I: Natural Sciences, COA Social Media Marketing**

XVII. DISCUSSION/INFORMATION (Information or Discussion/Action)

A. Desire for Special Curriculum Meeting For Outstanding Agenda Items on 5/11/21 at 3pm? (Discussion/Action) – M. Bowen

Group decided not to call a special meeting to address outstanding items.

XVIII. GENERAL ANNOUNCEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

None

Meeting adjourned: 4:40 p.m.

NEXT MEETING

(Tentative) August 17, 2021 - 3:00 PM

Location: TBD

Written materials relating to a Curriculum Committee meeting item that are distributed to at least a majority of the Curriculum Committee members less than 72 hours before a noticed meeting and that are public record not otherwise exempt from disclosure will be available for inspection at Ventura College located at 4667 Telegraph Road, Ventura, CA 93003 or at the Curriculum Committee meeting.

Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the office of:

Dr. Jennifer Kalfsbeek-Goetz, Vice President Academic Affairs
Ventura College - 4667 Telegraph Road - Ventura, CA 93003
(805) 289-6464

Ventura College Curriculum Committee
Curricular Proposals for 5/4/2021

CONSENT AGENDA: COURSES													NONSUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	PROPOSAL TYPE	ID=Course ID, T=Title, U=Units, H=Hours, D=Description, X=Transfer, F=Fees, FT=Field Trips, R=Repeat, Was=Formerly, RS=Record Symbol, EL=Enrollment Limitation ¹ , P=Prereq ¹ , C=Coreq ¹ , RP=Recom. Prep. ¹ ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives CC=Course content LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BOT								
		None																		
SECOND READING: COURSES													SUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
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SECOND READING: PROGRAMS													SUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
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		None																		
FIRST READING: COURSES REQUIRING SECOND READING													SUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	PROPOSAL TYPE	ID=Course ID, T=Title, U=Units, H=Hours, D=Description, X=Transfer, F=Fees, FT=Field Trips, R=Repeat, Was=Formerly, RS=Record Symbol, EL=Enrollment Limitation ¹ , P=Prereq ¹ , C=Coreq ¹ , RP=Recom. Prep. ¹ ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives CC=Course content LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BoT								
		None																		
FIRST READING: COURSES NOT REQUIRING SECOND READING													SUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	PROPOSAL TYPE	ID=Course ID, T=Title, U=Units, H=Hours, D=Description, X=Transfer, F=Fees, FT=Field Trips, R=Repeat, Was=Formerly, RS=Record Symbol, EL=Enrollment Limitation ¹ , P=Prereq ¹ , C=Coreq ¹ , RP=Recom. Prep. ¹ ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives CC=Course content LC=Lab content	Discipline * = Masters Required	EFFECTIVE	REQ	DE	BoT								
✓	MATH V22	Introduction to Linear Algebra	CR	3	Revision	catalog note	CC	Mathematics	Fall 2022	X	X	No								
✓	MATH V23	Introduction to Differential Equations	CR	3	Revision	catalog note	CC	Mathematics	Fall 2022	X	X	No								
✓	PHSQ V01	Introduction to Human Physiology	CR	4	Revision	T, D, catalog note	OBJ, CC	Biological Sciences	Fall 2022	X	X	No								
FIRST READING: PROGRAMS													CHANGES TO CATALOG				ARTIC CHANGES			
APPROVED	AWARD TYPE	DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS			EFFECTIVE			BOT								
✓	AS*	Social Media Marketing, AS	CR	18	Revision	general updates			Fall 2021			No								
ADMINISTRATIVE CHANGES																				
APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	CHANGE				EFFECTIVE											
		None																		

*Proposed 1st and 2nd reading / REQ=requisites / DE=distance education / BOT=Board of Trustees

REQUISITE APPROVALS											
APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	REQUISITE TYPE	REQUISITE TEXT	SOURCE	EFFECTIVE			
v	PHSO V01	Introduction to Human Physiology	CR	4	Revision	Prerequisite: ANAT V01 or concurrent enrollment; and CHEM V01A-V01AL V20-V20L or CHEM V20-V20L V30-V30L or CHEM V30-V30L or 1 year of high school	First Reading: Courses	Fall 2022			
v	MATH V22	Introduction to Linear Algebra	CR	3	Review	Prerequisite: MATH V21B	First Reading: Courses	Fall 2022			
v	MATH V23	Introduction to Differential Equations	CR	3	Review	Prerequisite: MATH V21B Recommended Preparation: MATH V21C or concurrent enrollment, and MATH V22	First Reading: Courses	Fall 2022			
DISTANCE EDUCATION APPROVALS											
APPROVED	COURSE ID	COURSE TITLE	CR NC	NEW/REV	DE TYPE	SOURCE	EFFECTIVE				
v	MATH V22	Introduction to Linear Algebra	CR	Review	Hybrid (1-50% online) Hybrid (51-99% online) Fully online (100% online)	First Reading: Courses	Fall 2022				
v	MATH V23	Introduction to Differential Equations	CR	Review	Hybrid (1-50% online) Hybrid (51-99% online) Fully online (100% online)	First Reading: Courses	Fall 2022				
v	PHSO V01	Introduction to Human Physiology	CR	Review	Hybrid (1-50% online) Hybrid (51-99% online) Fully online (100% online)	First Reading: Courses	Fall 2022				
MINIMUM QUALIFICATIONS											
APPROVED	COURSE ID	COURSE TITLE	CR NC	NEW/REV	"P" - Primary MQ, "A"= additional MQ, "C" - required certifications	SOURCE	EFFECTIVE				
		None									
** END OF LIST **											

Course ID	Title	Program Count	Last Offered	Years Since Offered	P1 Year	Years Overdue	Inactivate	Listing Status
AES V41	Contemporary African American Experience	2	201003	11.0	2015	1		HIST V13 co-listing
AES V42B	African History Since 1800	4	200303	18.0	2018	---		HIST V83 co-listing
ANPH V01	Introduction to Human Anatomy and Physiology	5	201503	6.0	2021	---	No	Matched to PB List
ARCH V90	Directed Studies in Architecture		200203	19.0	2011	5	Yes	Matched to PB List
ART V73A	Digital Imaging	5	201407	6.5	2018	---	Yes	Matched to PB List
ART V74A	Digital Painting I	2	201603	5.0	2018	---	Yes	Matched to PB List
ART V74B	Digital Painting II	2	201603	5.0	2018	---	Yes	Matched to PB List
ART V95	Art Internship I		200403	17.0	2012	4	No	Matched to PB List
ART V96	Art Internship II		201003	11.0	2012	4	No	Matched to PB List
BUS V47	Sales Techniques	2	201507	5.5	2018	---	Yes	Matched to PB List
BUS V90	Directed Studies in Business		200205	18.0	2017	---	Yes	Matched to PB List
BUS V94	Office Skills for Employment	3	201507	5.5	2018	---	No	Matched to PB List
CD V90	Directed Studies in Child Development		200603	15.0	2012	4	No	Matched to PB List
CHST V02	Chicana/o/x and Latina/o/x Studies Issues	5	201403	7.0	2020	---	No	Matched to PB List
CHST V90	Directed Studies in Chicano Studies		200605	14.0	2012	4	No	Matched to PB List
CJ V06	Criminal Justice Report Writing	2	201407	6.5	2013	3	Yes	Matched to PB List
CJ V07	Patrol Procedures	2	201507	5.5	2013	3	Yes	Matched to PB List
CJ V27	Introduction to Probation and Parole	2	201603	5.0	2018	---	No	Matched to PB List
COMM V05	Oral Interpretation and Communication of Literature	3	201603	5.0	2018	---	Yes	Matched to PB List
COMM V90	Directed Studies in Communication Studies		201603	5.0	2017	---	Yes	Matched to PB List
CS V42	Intermediate Java		201603	5.0	2013	3	No	Matched to PB List
CS V90	Directed Studies in Computer Science		200505	15.0	2012	4	Yes	Matched to PB List
CS V95	Computer Science Internship I		200307	17.5	2012	4	No	Matched to PB List
CS V96	Computer Science Internship II		200307	17.5	2012	4	No	Matched to PB List
CT V30	Shop Woodworking	2	201203	9.0	2013	3	No	Matched to PB List

CT V44	Green Electrical Systems		201003	11.0	2016	---	No	Matched to PB List
DANC V02	Dance History	5	201603	5.0	2013	3	No	Matched to PB List
DANC V03	Anatomy for Dancers	4	201503	6.0	2013	3	Yes	Matched to PB List
DANC V04	Dance Improvisation	3	201503	6.0	2013	3	No	Matched to PB List
DANC V14	Movement for the Theatre	3	201507	5.5	2013	3	Yes	Matched to PB List
DANC V23	Ballroom Dance	6	201203	9.0	2013	3	Yes	Matched to PB List
DANC V29A	Jazz I	6	201603	5.0	2014	2	Yes	Matched to PB List
DANC V29B	Jazz II	6	201603	5.0	2014	2	Yes	Matched to PB List
DANC V29C	Jazz III	4	201603	5.0	2014	2	Yes	Matched to PB List
DANC V29D	Jazz IV	4	201603	5.0	2014	2	Yes	Matched to PB List
DRFT V14B	Technical Illustration II		200907	11.5	2013	3	Yes	Matched to PB List
DRFT V51	Design Animation and Modeling	1	200803	13.0	2016	---	No	Matched to PB List
DRFT V99	Autocad Job Training Program		201003	11.0	2016	---	Unsure	Matched to PB List
EAC V26	Individual and Team Sports: Adaptive	1	201503	6.0	2013	3	Yes	Matched to PB List
EAC V95	Special Education Internship I		200403	17.0	2012	4	Yes	Matched to PB List
EAC V96	Special Education Internship II		200403	17.0	2012	4	Yes	Matched to PB List
ECON V90	Directed Studies in Economics		200907	11.5	2012	4	No	Matched to PB List
ECON V95	Economics Internship I		200403	17.0	2012	4	No	Matched to PB List
ECON V96	Economics Internship II		201003	11.0	2012	4	No	Matched to PB List
EMT V10	Emergency Medical Technician Recertification		200605	14.0	2009	7	Unsure	Matched to PB List
ENGL V16	Introduction to Fiction	3	200703	14.0	2018	---	No	Matched to PB List
ENGL V23	Introduction to Dramatic Literature	3	200803	13.0	2013	3	No	Matched to PB List
ENGL V33	Introduction to African American Literature	4	200203	19.0	2018	---	No	Matched to PB List
ENGL V90	Directed Studies in English		201403	7.0	2018	---	Yes	Matched to PB List
FILM V03A	Non-Linear Editing I	1	NEW		2017	---	Yes	Matched to PB List

FILM V05	Narrative Filmmaking	1	NEW		2017	---	Yes	Matched to PB List
GEOG V16	Regional Field Studies	1	201003	11.0	2021	---	Yes	Matched to PB List
GEOG V90	Directed Studies in Geography		201103	10.0	2018	---	No	Matched to PB List
GEOG V95	Geography Internship I		201103	10.0	2018	---	No	Matched to PB List
GEOG V96	Geography Internship II		201103	10.0	2018	---	No	Matched to PB List
HIST V13	Contemporary African American Experience	2	201003	11.0	2014	2	No	Matched to PB List
HIST V16	United States History: Focus on Foreign Relations	3	201603	5.0	2017	---	Yes	Matched to PB List
HIST V30	History of the American West		201703	4.0	2009	7	Yes	Matched to PB List
HIST V44	History of the Americas to 1821	4	201603	5.0	2018	---	No	Matched to PB List
HIST V48	The Heritage of Mexico to the First Republic	8	201703	4.0	2018	---	No	Matched to PB List
HIST V57	The Heritage of Mexico since Liberation	8	201403	7.0	2018	---	No	Matched to PB List
HIST V73	African History to 1800	4	201707	3.5	2018	---	Yes	Matched to PB List
HIST V78	History of the Modern Middle East	4	201503	6.0	2018	---	Yes	Matched to PB List
HIST V79	Introduction to the History of East Asia	4	201503	6.0	2018	---	No	Matched to PB List
HIST V83	African History Since 1800	4	201003	11.0	2018	---	Yes	Matched to PB List
HS V95	Health Science Internship I		200303	18.0	2012	4	No	Matched to PB List
HS V96	Health Science Internship II		201203	9.0	2012	4	No	Matched to PB List
IDS V02	Foundations: Study Skills		201007	10.5	2009	7	Yes	Matched to PB List
IDS V08	Ethics in Modern Society	2	200803	13.0	2007	9	Yes	Matched to PB List
IDS V13	Introduction to Tutoring Writing and Reading		201107	9.5	2008	8	No	Matched to PB List
KIN V14	Step Aerobics	3	201403	7.0	2018	---	Yes	Matched to PB List
KIN V96	Kinesiology Internship II		201107	9.5	2018	---	No	Matched to PB List
LIB V90	Directed Studies in Library Instruction		200403	17.0	2012	4	Yes	Matched to PB List
MT V01	Manufacturing Support		201003	11.0	2010	6	No	Matched to PB List
MUS V02H	Music Theory VIII: Jazz Harmony and Practice		201203	9.0	2016	---	Yes	Matched to PB List

MUS V12	Community Choir	3	201203	9.0	2016	---	Yes	Matched to PB List
NS V90	Directed Studies in Nursing		201103	10.0	2018	---	No	Matched to PB List
NS V95	Nursing Science Internship I		200303	18.0	2018	---	No	Matched to PB List
NS V96	Nursing Science Internship II		200907	11.5	2018	---	No	Matched to PB List
PHIL V06A	History of Western Philosophy I: Ancient through Medieval	5	200107	19.5	2018	---	Yes	Matched to PB List
PHIL V06B	History of Western Philosophy II: Modern through Contemporary	5	200303	18.0	2018	---	Yes	Matched to PB List
PHIL V10	World Mythology	2	201003	11.0	2018	---	No	Matched to PB List
PHIL V90	Directed Studies in Philosophy		200003	21.0	2018	---	No	Matched to PB List
PHOT V73A	Digital Imaging	5	201407	6.5	2018	---	Yes	Matched to PB List
PHOT V90	Directed Studies in Photography		201103	10.0	2011	5	No	Matched to PB List
PHYS V90	Directed Studies in Physics		201103	10.0	2012	4	No	Matched to PB List
PM V90	Directed Studies in Paramedic Services		201103	10.0	1999	17	Yes	Matched to PB List
POLS V01SL	American Government: Service Learning		201003	11.0	2018	---	Yes	Matched to PB List
POLS V09	United States-Mexico Relations	3	201003	11.0	2018	---	Yes	Matched to PB List
POLS V10	The United Nations and World Affairs	3	201003	11.0	2013	3	Yes	Matched to PB List
POLS V11	Government and Politics of Mexico	3	201003	11.0	2018	---	Yes	Matched to PB List
POLS V14	Global Studies	4	201603	5.0	2016	---	No	Matched to PB List
POLS V90	Directed Studies in Political Science		201003	11.0	2012	4	No	Matched to PB List
POLS V96	Political Science Internship II		201003	11.0	2012	4	No	Matched to PB List
PSY V90	Directed Studies in Psychology		201605	4.0	2018	---	No	Matched to PB List
SOC V01SL	Introduction to Sociology: Service Learning		201003	11.0	2018	---	Yes	Matched to PB List
SOC V02SL	Social Problems: Service Learning		201303	8.0	2018	---	Yes	Matched to PB List
SOC V90	Directed Studies in Sociology		200907	11.5	1999	17	No	Matched to PB List
SPAN V04S	Spanish Heritage Language II	7	201103	10.0	2016	---	No	Matched to PB List
SS V01	Study Skills: Applications to College-Level Coursework		200707	13.5	2018	---	Yes	Matched to PB List

THA V14	Movement for the Theatre	3	201507	5.5	2013	3	Yes	Matched to PB List
WEL V66	Structural Steel Blueprint Reading	2	200607	14.5	2005	11	Yes	Matched to PB List
WEXP V95	Work Experience I		201103	10.0	2012	4		Added
WEXP V96	Work Experience II		201103	10.0	2012	4		Added
WS V96	Water Science Internship II		200403	17.0	2012	4	No	Matched to PB List

Ventura College Curriculum Committee
Curricular Proposals for 08/17/2021

CONSENT AGENDA: COURSES													NONSUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
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		None																		
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	SPAN V01	Elementary Spanish	CR	5	Revision	General 5 year update	CC	Foreign Languages	Fall 2022			X	No							
FIRST READING: PROGRAMS													CHANGES TO CATALOG				ARTIC CHANGES			
APPROVED	AWARD TYPE	DISCIPLINE:TITLE	CR NC	UNITS	PROPOSAL TYPE	COMMENTS			EFFECTIVE			BOT								
		None																		
ADMINISTRATIVE CHANGES																				
APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS		CHANGE			EFFECTIVE											
	AG V04	Introduction to Soil Science				Approved for C-ID: AG-PS 128L			Fall 2021											
	AG V30	Plant Propagation and Production				Approved for C-ID: AG-EH 116L			Fall 2021											
	AG V42	Plant Identification and Culture: Spring Specimens				Approved for C-ID: AG-EH 108L			Fall 2021											
	AG V43	Plant Identification and Culture: Fall Specimens				Approved for C-ID: AG-EH 112L			Fall 2021											
	ART V09A	Art of the Ancient Americas				Approved for C-ID: ARTH 145			Fall 2021											
	CS V19	Computer Architecture and Organization				Approved for C-ID: COMP 142			Fall 2021											

REQUISITE APPROVALS											
APPROVED	COURSE ID	COURSE TITLE	CR NC	UNITS	REQUISITE TYPE	REQUISITE TEXT	SOURCE	EFFECTIVE			
		None									
DISTANCE EDUCATION APPROVALS											
APPROVED	COURSE ID	COURSE TITLE	CR NC	NEW/REV	DE TYPE		SOURCE	EFFECTIVE			
	SPAN V01	Elementary Spanish	CR	Review	Hybrid (1-50% online) Hybrid (51-99% online) Fully online (100% online)		First Reading: Courses	Fall 2022			
MINIMUM QUALIFICATIONS											
APPROVED	COURSE ID	COURSE TITLE	CR NC	NEW/REV			SOURCE	EFFECTIVE			
		None			"P" - Primary MQ, "A"= additional MQ, "C" - required certifications						
** END OF LIST **											

2020-2021 Curriculum Committee Goals

- 1. Reorganize the structure, process and function of how the Curriculum Committee works and redistribution of duties, evaluation of rules and whether they work for the committee.*
- 2. Committee collaboration with faculty and students to ensure maximum equity and anti-racism*
- 3. Recommend to VC Exec team to hire new permanent Articulation Officer.*
- 4. Completing the backlog of programs and updating course outlines of record correctly in CourseLeaf, including but not limited to the catalog descriptions.*

Tech Review and Curriculum Committee Meeting Dates for AY 2021/2022

(First Day of fall semester – August 16, 2021 / First day of spring semester – January 10, 2022)

Tech Review Meetings

2nd and 4th Tuesdays

LRC- 125 (or zoom)

3pm- 4:30pm (New time!)

Curriculum Committee Meetings

1st and 3rd Tuesdays

MCW-312 (or zoom)

3pm – 4:30pm

August 10, 2021	August 17, 2021
August 31, 2021 (5 th Tuesday)	September 7, 2021
September 14, 2021	September 21, 2021
September 28, 2021	October 5, 2021
October 12, 2021	October 19, 2021
November 9, 2021	November 16, 2021
November 30, 2021	December 7, 2021
January 11, 2022	January 18, 2022
January 25, 2022	February 1, 2022
February 8, 2022	February 15, 2022
February 22, 2022	March 1, 2022
March 8, 2022	March 15, 2022
April 12, 2022	April 19, 2022
April 26, 2022	May 3, 2022

P&GE Meetings

MCW – 312 (or Zoom) **Tuesday, November 2**

3pm – 4:30pm **Tuesday, April 5**

Notes:

August 10 – Flex day

Thursday November 25, Friday November 26: Thanksgiving Holiday

December 9-15: Finals Week followed by winter break through Jan 3

March 28 – April 1: Spring Break

May 12-18 Finals week

*Tech Review meetings are tentative based on the schedule of the new Curriculum Co-Chair and VP. Options are new day of the week, morning meeting time, etc.



Book	VCCCD Administrative Procedure Manual
Section	Chapter 4 Academic Affairs
Title	AP 4235 Credit for Prior Learning
Code	AP 4235
Status	Under Consideration
Legal	Education Code, Section 66025.71 Education Code, Section 78212 Education Code, Section 79500 Title 5, Section 55002 Title 5, Section 55023 Title 5, Section 55050 Title 5, Section 55051 Title 5, Section 55052
Adopted	July 14, 2009
Last Revised	November 10, 2020 April 2021

Granting unit credit for prior learning is based on the principle that previous experience, training, or instruction is the equivalent of a specific course taught by the college. Course and unit credit can be obtained through the credit for ~~e~~External ~~e~~Examinations process (AP/IB/CLEP), ~~i~~internal ~~D~~epartmental ~~E~~xaminations process (locally administered exams), ~~H~~igh ~~S~~chool to ~~C~~ollege ~~A~~rticulation process, ~~E~~valuation of Joint Services Transcripts (JST), ~~S~~tudent-~~e~~Created ~~P~~ortfolios, or ~~i~~ndustry-~~R~~ecognized ~~d~~ocumentation, ~~C~~redentials or ~~L~~icensure.

Courses Eligible for Credit ~~for Prior Learning~~by Examination:

- All courses shall be open to ~~Credit for Prior Learning~~credit by examination unless specifically exempted by the District College.
- Academic divisions of the District Colleges determine the courses for which ~~Credit for Prior Learning~~by examination may be granted.
- The Office of the Vice President of Academic Affairs at each District College maintains a current list of courses excluded from Credit ~~for Prior Learning~~ and ~~makes it readily available to students~~ by Examination.

Documentation of Credit for Prior Learning:

- For credit earned through the ~~e~~Credit for ~~p~~Prior ~~L~~earning provisions, the student's academic record shall be clearly annotated to reflect that credit was earned by examination, through articulation, or by another ~~type of assessment evaluation~~ of prior learning.

Credit for Prior Learning may be obtained by one or a combination of two of the following assessment methods:

i. External Examinations (this method cannot be combined with another assessment method for granting CPL for any single course):

- a) Advanced Placement (AP): Students who earn scores of 3, 4 or 5 on the College Board AP Examinations taken before high school graduation will receive credit for each exam as specified in the catalog of the District College.

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a) b) International Baccalaureate (IB): Students who complete the IB diploma with a score of 30 or above, will receive 20

units of credit. Students who complete the IB Higher Level examinations with scores of 4, 5, 6 or 7 will receive credit for each exam as specified in the catalog of the District College. A score of 4 or higher on the IB Mathematics HL exam will satisfy the math competency requirement for the associate degree. Students will not receive credit for Standard Level exams.

b) c) College Level Examination Program (CLEP): Students who earn scores of 50 or higher on a CLEP exam will receive credit for each exam as specified in the catalog of the District College.

Cut Scores

- The number of units awarded for each type of examination is subject to change based on the establishment of cut scores and/or other evaluative measures developed by District College faculty in collaboration with Academic Senates and/or a CSU Chancellor's Office policy pursuant to AB 1985, and/or Intersegmental General Education Transfer Curriculum (IGETC) Standards, Policies, and Procedures latest version.

Credit for External Examinations (AP, IB and CLEP):

- The evaluation of credit for AP, IB and CLEP examination scores is done by a college counselor. Counselors may require additional documentation or information as necessary to determine eligibility for external credit.
- Credit granted for the examinations may be counted as credit toward an associate degree. The Counseling faculty at each District College will determine how the credit is used to satisfy general education and major requirements for the associate degree.
- Credit granted for these examinations may also be counted toward the satisfaction of IGETC or CSU-GE-Breadth areas as allowed by the applicable standards for each form of transfer general education certification.
- Credit awarded for AP, IB and CLEP examinations shall not impact the student's GPA.
- Students granted credit for AP, IB or CLEP examinations shall not earn credit toward an associate degree for duplicated college courses.
- Other colleges or universities may have different policies concerning the granting of credit for AP, IB and CLEP examinations, and will evaluate the examinations based upon their own policies and practices.

II. Internal Departmental Examinations: (Credit by Examination):

- a) Students will receive credit by satisfactory completion of an examination administered by the District College in lieu of completion of a course listed in the college catalog, provided that Internal Departmental Credit by Examination is permitted for the course. See the Courses Excluded from Internal Departmental Credit by Examination list maintained by each District College. Credit will be awarded with a letter grade and/or P/NP (if the latter is ordinarily available for the course). If a letter grade is awarded, it will be incorporated in the computation of the student's grade point average.
- b) A student may be granted credit if he or she satisfactorily passes an examination approved and conducted by the District College discipline faculty. Such credit may be granted only to a student who is registered at the District College and not on either academic probation or progress probation, and only for a course listed in the District College's catalog.
- c) The nature and content of the exam shall be determined solely by the District College discipline faculty in accordance with Title 5 Section 55002.
- d) Units for which credit is given pursuant to this provision shall not be counted in determining the 12 semester hours of credit in residency requirement for an associate degree.
- e) A District College shall charge a student a fee for administering an examination pursuant to this provision which is equal to the enrollment fee for the course.

Internal Departmental Credit for Internal-Credit by Examinations:

1. Determination of Eligibility:

- The examination is to be administered prior to the last day of the final examination period. The course to which the units will apply must be listed in the current college catalog.
- The student must be currently registered and in good standing and not on academic probation, progress probation, or dismissal at any District College.

- The student has not earned college credit in more advanced subject-matter, and has not received a grade (A, B, C, D, F, W, CR, P, CRE, NC or NP or equivalent), in the course for which he or she is seeking Credit by Examination at a District College or at any other educational institution.

2. Procedure to Receive Credit for Internal Departmental Examination Credit by Examination:

~~The student has not earned college credit in more advanced subject matter, and, has not received a grade (A, B, C, D, F, W, CR, P, CRE, NC or NP or equivalent), in the course for which he or she is seeking Credit by Examination at a District College or at any other educational institution.~~

to the appropriate academic division for administration of the examination no later than Friday of the sixth week of the full-length semester.

- ~~and~~ Upon approval by the division dean the petition must be returned to ~~received by~~ the administering instructor no later than Friday of the tenth week of ~~the~~ full-length semester.

|| The administering instructor will administer the Internal Departmental Examination, document the results on the petition form, and sign and return the form to the division dean.

|| The division dean will sign and return the signed and completed form to the Admissions and Record Office for processing by the deadline for the submission of grades for that semester.

3. Units and Grades Recorded for Internal Departmental Credit by Examination:

- Transcript entries shall distinguish ~~credit units of credits~~ obtained by Internal Departmental Examination from ~~credit units of credits~~ obtained as a result of regular course enrollment.
- A student seeking credit by Internal Departmental credit by Examination will receive the appropriate ~~letter~~-grade (A, B, C, D, F, or P/NP) and that grade (other than P/NP) will be incorporated into the student's cumulative GPA, and the student will be charged the current enrollment fee per unit regardless of the grade received.

~~Students who are unsuccessful in an attempt to challenge a course by examination will receive a D, F, or NP, and a record of the attempt for credit by examination will appear on a student's transcript.~~

High school students may be granted college credit pursuant to established articulation agreements between the high school and a District College. The Board of Trustees shall permit articulated courses to be applied to certificate or associate degree requirements in accordance with this provision. The per-unit fee for high school credit by examination will not be charged. Articulated high school courses may be accepted in lieu of comparable District College courses to partially satisfy:

- f)a) _____ Certificate requirements, including the total number of units required for the certificate; or
- g)b) _____ The major or area of emphasis requirements in a degree program. Students who complete articulated/comparable courses must pass an exam to earn college credit for general education and/or major requirements for the associate degree.

Credit by Examination for a High School Articulated Course:

1. Determination of Eligibility

- The course to which the units will apply must be listed in the current college catalog.
- The student must be currently registered at a high school with which a District College has an articulation agreement and in good standing as defined by their cumulative GPA at a minimum of 2.0 at the time the Credit by Examination is granted.
- The student has not earned college credit in more advanced subject-matter, and has not received a grade (A, B, C, D, F, W, CR, CRE, NC, NP, or equivalent), in the course for which he or she is seeking Credit by Examination at a District College or at any other educational institution.

2. Receiving Credit by Examination

- The student will apply online to one of the colleges in the VCCCD and create an account in a District tracking system.

- The student passes the college's course via a comprehensive exam or evaluation determined solely by a District College faculty in the discipline.

3. Units and Grades Recorded

- A student who successfully passes the examination will be given a letter grade (A, B, or C) "Credit by Examination" will be transcribed for the term in which it was earned.
- A student who is unsuccessful in obtaining a standard grade of "C" or better will not be allowed to petition for credit and no record of the attempt for credit by examination will appear on the student's transcript.

III-IV. Credit for Military Service/Training

Students interested in Credit for Prior Learning using Joint Service Transcripts shall receive credit as recommended by the American Council on Education (ACE) Directory and approved by the appropriate discipline faculty of a District College under the following circumstances:

- The student shall complete the Credit for Prior Learning assessment petition.
- Official transcripts must be on file in the Admissions and Records Office. These may include Joint Services Transcript (JST), Sailor/Marine American Council on Education Registry Transcript (SMART), Army and American Council on Education Registry Transcript Service (AARTS), Community College of the Air Force (CCAF), Coast Guard Institute (CGI), DANTES/USAFI, Defense Language Institute Foreign Language [\(DLIFLC\)](#) Transcripts ~~(DLIFLC)~~, Defense Manpower Data Center (DMDC), DLPT Examinee Results, DA Form 330 Language [Proficiency](#) ~~Proficiency~~ Questionnaire, or verified copies of DD214 or DD295 military records.
- Credit course equivalency shall be determined by the faculty of the appropriate discipline.

IV-V. Industry-Recognized Credentials or Licensure Documentation

Students interested in Credit for Prior Learning using industry recognized credential(s) or licensure shall receive credit as determined solely by the faculty of the appropriate discipline:

- The student shall complete the Credit for Prior Learning assessment petition.
- Admissions and Records shall grant credit for industry recognized credential(s) or licensure that have already been evaluated and approved by the appropriate department chair or faculty designee.
- If an industry recognized credential(s) or licensure has not yet been evaluated and approved by the appropriate faculty:
 - The student meets with the department chair or faculty designee to receive further instructions for industry recognized credential(s) or licensure assessment.
 - The student submits all industry recognized credential documents or license copies to the department chair or faculty designee for assessment of prior learning.
 - If the department chair or faculty designee determine the industry certification or licensure adequately measures mastery of the course content as set forth in the Course Outline of Record, the appropriate faculty shall sign the petition with the recorded grade, attach the industry recognized credential(s) or license copies, and forward the completed petition and supporting documents to the Admissions and Records Office to be kept on file and recorded on the student's transcript.

V-VI. Student-Created Portfolio Assessment

Students interested in Credit for Prior Learning using a student-created portfolio shall receive credit as recommended by the appropriate department chair or faculty designee under the following circumstances:

- A department approved portfolio assessment rubric for the course is on file.
- The student shall complete the Credit for Prior Learning assessment petition.
- The student meets with the department chair or faculty designee to receive further instructions for student-created portfolio assessment.
- The student submits all portfolio documents to the department chair or faculty designee for assessment of prior learning.

- If the department chair or faculty designee determine the student-created portfolio adequately measures mastery of the course content as set forth in the Course Outline of Record, the appropriate faculty shall sign the petition with the appropriate grade and forward it to the Admissions and Records Office to be kept on file and recorded on the student's ~~transcript~~ transcript.

Limits of Credit for Prior Learning [All Methods, except External Examinations (AP/IB/CLEP) and High School Articulation] ~~except External Examinations (AP/IB/CLEP) and High School Articulation~~

- Students may ~~apply~~ challenge for Credit for Prior Learning for a given course- only once.
- ~~by internal departmental examination (locally administered exam) only once.~~
- ~~–~~
- ~~Purposes, including but not limited to meeting pre-major, major and/or other requirements~~
- Students should be advised that the use of units granted through the credit for prior learning policy towards establishing eligibility for athletics, financial aid, and veterans' benefits are subject to the rules and regulations of the external agencies involved. (Exceptions to the above may be made when necessary to meet provisions of California state law or the rules and regulations of state agencies governing programs of the California Community Colleges.)
- Credits ~~earned through~~ acquired by the Credit for Prior Learning process are ~~examination are~~ not applicable to meeting of such unit load requirements as Selective Service deferment, Veterans, or Social Security benefits.
- Credit by Examination (Internal Departmental Examination) may be granted in only one course in a sequence of courses within a single discipline, as determined by prerequisites.
- If a student is currently enrolled in a course or has completed the course, he/she will not be eligible to earn credit through Credit for Prior Learning for any prerequisite to that course.
- A student who attempted a course one or more times and did not successfully complete the course is not eligible to apply for CPL for that course or for a comparable course at another district college.
- ~~, and may not be granted for a course which is a prerequisite to the one in which the student is currently enrolled, except that credit may be granted for more than one course in a sequence of required courses when approved by an administrator or his/her designee responsible for vocational programs, or where the curriculum in occupational programs makes it necessary.~~
- A maximum of 50% of the units required for an associate degree (except the Associate Degree for Transfer and UC Transfer Pathways degree, which have no limit) or Certificate of Achievement may be applied through Credit for Prior Learning. Additional units may be granted upon review and approval by the VPAA or his/her designee. This limitation does not apply to units of credit earned through external examinations (AP/IB/CLEP or High School Articulation).

Each District College shall maintain records of the courses for which units of credit may be granted through Credit for Prior Learning. These records shall be maintained either in the Office of Academic Affairs or in the Student Services Office.

Advisement

- Colleges shall consider the credit recommendations of the American Council on Education (ACE) pursuant to Education Code section 66025.71
- Grading shall be according to the regular grading system approved by the governing board pursuant to section 55023, except that students shall be offered a "pass-no pass" option if that option is ordinarily available for the course.
- Students shall be given the opportunity to accept, decline, or appeal the grade assigned by the faculty, and in cases of Credit by Examination, pursuant to AP 4230 Grading and Academic Record Symbols and AP 4231 Grade Changes

Reference Board Policy [4235](#), Board Policy [4050](#) and Administrative Procedure [4050](#), and Administrative Procedure [4051](#).

Governance Review

2021 04.19

Chancellor's Cabinet

2021 04.08 DTRW-I

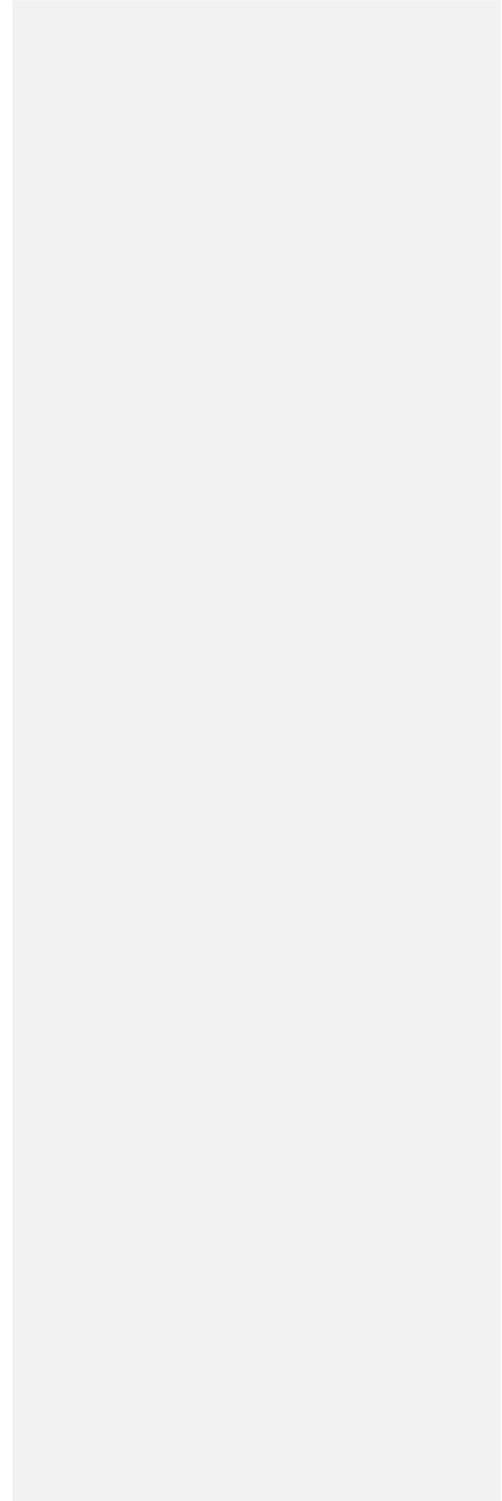
2021 03.11 DTRW-I

2020 11.10 **Board of Trustees**

2020 10.22 Policy, Planning and Student Success Committee

2020 10.12 Chancellor's Cabinet

2020 09.10 DTRW-I



Initials	Program Name	Course/Leaf No.	Current Level of Review	Comments	Last Contact with Originator
	Acting, PA	355	0 Originator	Sent back to Nathan for corrections in October 2019; no response received	2019-11-12
	Anthropology, PA	146	0 Originator	Under construction by originator	Proposal never submitted
	Biological Sciences, AA	238	0 Originator	Under construction by originator	Proposal never submitted
	Biological Sciences, COA	239	0 Originator	Under construction by originator	Proposal never submitted
	Construction Technology - Building Inspection Option, AS	293	0 Originator	Under construction by originator	Proposal never submitted
	Construction Technology - Building Inspection Option, COA	294	0 Originator	Under construction by originator	Proposal never submitted
	Costuming, PA	356	0 Originator	Sent back to Nathan for corrections in October 2019; no response received	2019-10-20
	Makeup, PA	358	0 Originator	Sent back to Nathan for corrections in October 2019; no response received	2019-10-22
	Pathway to Law, AA	406	0 Originator	Returned to add file attachments and make corrections	2020-06-28
	Technical Theatre Production, PA	359	0 Originator	Sent back to Nathan for corrections in September 2019; no response received	2019-09-18
	General Studies Patterns II/III--Arts and Humanities Emphasis, AA	162	0 Originator	Returned at request of originator for additional work	2021-04-30
	General Studies Patterns II/III--Liberal Studies Emphasis, AA	163	0 Originator	Returned at request of originator for additional work	2021-04-30
	General Studies Patterns II/III--Natural Sciences or Mathematics Emphasis, AA	160	0 Originator	Returned at request of originator for additional work	2021-04-30
	General Studies Patterns II/III--Social and Behavioral Sciences Emphasis, AA	161	0 Originator	Returned at request of originator for additional work	2021-04-30
	Film Studies, COA	395	0 Originator	Approved for first reading at Curriculum Committee but sent back from DTRW-I for further review	2021-04-30
	Physics for UC Transfer, AS-UCTP	385	0 Originator	10-08-20: Returned to originator by MSB	
MJC	Film, Television, and Electronic Media for Transfer, AS-T	389	0 Originator	07-01-21: Returned to originator - Complete CIM proposal, Narrative, TMC, the CP-3, and the CP-4	
MJC	Film Production, COA	390	0 Originator	07-02-21: Returned to originator - Review changes to CIM proposal; prepare Narrative; obtain CTE program documentation; complete the CP-3 and the CP-4	
MJC	Geography for Transfer, AS-T	318	0 Originator	07-07-21: Returned to originator - Review TMC and Narrative (both of which I prepared) and CIM proposal; complete the CP-3 and the CP-4	
MJC	Manufacturing Applications, COA	332	0 Originator	07-10-21: Returned to originator - Complete CIM proposal, Narrative, the CP-3, and the CP-4	
MJC	CNC Machine Operator, COA	331	0 Originator	07-10-21: Returned to originator - Complete CIM proposal, Narrative, the CP-3, and the CP-4	
MJC	Directing, PA	357	0 Originator	07-14-21: Returned to originator - Hidden prereqs, convert to COA or reconfigure course list to keep units below 16; complete the "Directing PA Information & Approval Form"	
MJC	Automotive Expert Technician, COA	434	0 Originator	07-14-21: Returned to originator - Review changes to the Narrative and CIM proposal; complete and submit ACE V43	
MJC	Biology for Transfer, AS-T	237	0 Originator	07-15-21: Returned to originator - Review changes to the TMC, Narrative, and CIM proposal; complete the CP-3 and the CP-4	
MJC	Health Sciences, AS	393	0 Originator	07-21-21: Returned to originator - Review changes to the Narrative and CIM proposal; complete the CP-3	
MJC	Pre-Allied Health Sciences, COA	242	0 Originator	07-22-21: Returned to originator - Review changes to the Narrative (which I prepared) and CIM proposal; complete the CP-3	
MJC	Holistic Health, COA	485	0 Originator	07-22-21: Returned to originator - Review changes to the Narrative (which I prepared) and CIM proposal; complete the CP-3 and the CP-4	2021-08-09
MJC	Chicana/o Studies, AA	405	0 Originator	07-23-21: Returned to originator - Review changes to the Narrative (which I prepared) and CIM proposal	
MJC	Physics for Transfer, AS-T	386	0 Originator	07-26-21: Returned to originator - Review changes to the Narrative and CIM proposal; complete the CP-3 and CP-4	
MJC	Chemistry for UC Transfer, AS-UCTP	388	0 Originator	07-26-21: Returned to originator - Review changes to the Narrative (which I prepared), TMC, and CIM proposal; complete the CP-3 and the CP-4	
MJC	Basic Law Enforcement Academy, AS	471	0 Originator	07-28-21: Returned to originator - Review changes to the Narrative and CIM proposal; complete the CP-3 and the CP-4	
MJC	Environmental Studies, PA	379	3 Articulation Officer	07-22-21: Forwarded to AO	2021-07-17
MJC	Agriculture Plant Science for Transfer, AS-T	404	3 Articulation Officer	08-03-21: Forwarded to AO	
MJC	Veterinary Assistant, COA	412	3 Articulation Officer	08-06-21: Forwarded to AO	
MJC	Veterinary Technology, AS	421	3 Articulation Officer	08-06-21: Forwarded to AO	
MJC	Studio Arts for Transfer, AA-T	234	3 Articulation Officer	08-09-21: Forwarded to AO	
MJC	Food Safety, AS	419	3 Articulation Officer	08-10-21: Forwarded to AO	
MJC	Agriculture Business for Transfer, AS-T	383	3 Articulation Officer	08-10-21: Forwarded to AO	
MJC	Plant Science, COA	411	3 Articulation Officer	08-10-21: Forwarded to AO	
Tech review complete	Social Media Marketing, AS	257	5 VC Curriculum Technician	Fully reviewed; first reading at curriculum committee is on the next agenda	
Tech review complete	(No programs currently with this status)		5 VC Curriculum Technician	Awaiting BOT approval	
Tech review complete	(No programs currently with this status)		7 VC Curriculum Technician	Awaiting submission to state	
Tech review complete	Elementary Teacher Education, AA-T	308	7 VC Curriculum Technician	At state awaiting approval	
Tech review complete	Food Safety, COCN	413	7 VC Curriculum Technician	At state awaiting approval	
Fully approved but not entered into Banner	(No programs currently with this status)		8 Banner	Already approved at state	
Fully approved	Spanish for Transfer, AA-T	394	Synchronized with Banner	Already approved at state	
Fully approved	Social Media Marketing, COA	258	Synchronized with Banner	Already approved at state	
Fully approved	Administrative Office Assistant, AS	396	Synchronized with Banner	Already approved at state	
Fully approved	Administrative Office Assistant, COA	397	Synchronized with Banner	Already approved at state	
Fully approved	Agriculture Field Supervisor, COCN	414	Synchronized with Banner	Already approved at state	
Fully approved	Theatre Arts for Transfer, AA-T	354	Synchronized with Banner	Already approved at state	
Fully approved	Food Safety, AS	419	Synchronized with Banner	Already approved at state	
Fully approved	Food Safety, COA	410	Synchronized with Banner	Already approved at state	
Fully approved	Communication Studies for Transfer, AA-T	268	Synchronized with Banner	Already approved at state	
Fully approved	Advanced Manufacturing, AS	391	Synchronized with Banner	Already approved at state	
Fully approved	Agriculture Business for Transfer, AS-T	383	Synchronized with Banner	Already approved at state	

Fully approved	Agriculture Business, COA	409	Synchronized with Banner	Already approved at state	
Fully approved	Automotive Career Education, AS	429	Synchronized with Banner	Already approved at state	
Fully approved	Basic Law Enforcement Academy, COCN	457	Synchronized with Banner	Already approved at state	
Fully approved	Basic Law Enforcement, COA	350	Synchronized with Banner	Already approved at state	
Fully approved	Mathematics for Transfer, AS-T	333	Synchronized with Banner	Already approved at state	
Fully approved	Plant Science, COA	411	Synchronized with Banner	Already approved at state	
Fully approved	Agriculture Plant Science for Transfer, AS-T	404	Synchronized with Banner	Already approved at state	
Fully approved	Social Justice Studies: Chicana/o Studies Emphasis for Transfer, AA-T	408	Synchronized with Banner	Already approved at state	
Fully approved	Veterinary Assistant, COA	412	Synchronized with Banner	Already approved at state	
Fully approved	Veterinary Technology, AS	421	Synchronized with Banner	Already approved at state	