



# Curriculum Committee Agenda

VIA ZOOM / MCW 301

Call information:

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

[Curriculum Committee Meeting Link](#)

Tuesday, January 17, 2022 at 3:00pm

**ALL COURSES/PROGRAMS IDENTIFIED IN THE ATTACHMENTS WILL BECOME EFFECTIVE FALL 2023 UNLESS OTHERWISE NOTED.**

## I. ROLL CALL (Quorum is 9 out of 16 voting members)

<b>VOTING MEMBERS</b>		
Faculty Co-Chair	<input type="checkbox"/> Peter Sezzi (PS)	
Faculty Co-Chair	<input type="checkbox"/> Maline Werness-Rude (MWR)	
Articulation Officer	<input type="checkbox"/> Vacant	
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"/> Nicole Falco (NF)	<input type="checkbox"/> Kafui Okosun (KO)
Career Education II Division	<input type="checkbox"/> Dorothy Farias (DF)	<input type="checkbox"/> Vacant
College Outcome Group Representative	<input type="checkbox"/> Asher Sund (AS)/ Aurora Meadows (AM)	
English & Math Division	<input type="checkbox"/> Amanda Martin (AM)	<input type="checkbox"/> Vacant
Health, KIN, ICA, Performing & Visual Arts Division	<input type="checkbox"/> Krenly Guzman Gonzalez (KG)	<input type="checkbox"/> Robin Hester (RH)
Librarian	<input type="checkbox"/> Kaela Casey (KC)	
Library, Languages, Behavioral & Social Sciences Division	<input type="checkbox"/> Rubisela Gamboa (RG)	<input type="checkbox"/> (Vacant)
Sciences Division	<input type="checkbox"/> Chloe Branciforte (CB)	<input type="checkbox"/> (Vacant)
Student Services Division	<input type="checkbox"/> Maria Reyes-Sanchez (MRS)	<input type="checkbox"/> Gema Espinoza Sanchez (GS)
<b>NON-VOTING MEMBERS</b>		
CIO co-chair	<input type="checkbox"/> Jennifer Kalfsbeek-Goetz	
ASVC Rep. (ASVC Director of External Affairs)	<input type="checkbox"/> Rona Williams	
Dean	<input type="checkbox"/> Bernard Gibson (Health/Kin/Athletics/PA)	<input type="checkbox"/> Aaron Jones (SCI)
Dean	<input type="checkbox"/> Lisa Putnam (Lib/Lang/S&B Sci/ Vis Art)	<input type="checkbox"/> Felicia Dueñas (CEII)
Dean	<input type="checkbox"/> Nenagh Brown (Engl/Math/Comm)	<input type="checkbox"/> Phil Briggs (IE)
Dean	<input type="checkbox"/> Debbie Newcomb (CEI)	<input type="checkbox"/> Leticia Canales (Stud Serv)
Dean	<input type="checkbox"/> Jesus Vega (Stud Serv)	
Academic Data Specialist	<input type="checkbox"/> Olivia Long	
Academic Data Specialist	<input type="checkbox"/> Kelly Denton	
Recorder/Curriculum Specialist	<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 – 2 min)**
- III. **INTRODUCTIONS AND GENERAL ANNOUNCEMENTS (Information)**
  - A. **Public Comments (limited to 5 min per person) <sup>1</sup>**
- IV. **CURRICULUM COMMITTEE BUSINESS**
  - A. **Technical Review and Curriculum Committee Meetings – Spring**
  - B. **Deadline for Fall 2024 Curriculum**
  - C. **Articulation Officer Update**
- V. **APPROVAL OF MINUTES: [December 6, 2022](#) - Discussion/Action – 2 min)**
- VI. **OLD BUSINESS (Discussion/Action)**
  - A. **Need for a Stand-Alone Statement for Courses That Are Not Support Courses but OEEOE – [Modified Resolution](#)**
- VII. **REQUISITES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment – 5 min)**
  - 1. **None**
- VIII. **DISTANCE EDUCATION: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment – 5 min)**
  - A. **None**
- IX. **MINIMUM QUALIFICATIONS (Discussion/Action)**
  - A. **None**
- X. **CONSENT AGENDA: CURRICULAR PROPOSALS FOR APPROVAL (Action; see attachment)**
  - A. **Authorizing Remote Teleconference Meetings Pursuant To Brown Act Provisions Included in Assembly Bill (AB) 361 (Rivas) (Discussion/Action- 5 minutes; see [document here](#)) – M. Werness-Rude, P. Sezzi**
- XI. **SECOND READING COURSES: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**
  - A. **None**
- XII. **SECOND READING PROGRAMS: CURRICULAR PROPOSALS FOR APPROVAL (Discussion/Action; see attachment)**
  - A. **None**

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<sup>1</sup> 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.

**XIII. FIRST READING PROPOSALS:**

**A. COURSE PROPOSALS REQUIRING BOARD OF TRUSTEE APPROVAL  
(Discussion/Action; see attachment)**

1. None

**B. COURSE PROPOSALS NOT REQUIRING BOARD OF TRUSTEE  
APPROVAL (Discussion/Action; see attachment – 2 min)**

1. None

**C. PROGRAMS: (Discussion/Action; see attachment – 5 min)**

1. None

**XIV. ADMINISTRATIVE CHANGES (Discussion/Action)**

A. BUS V57

B. COA - CNC Machine Operator, COA - CNC Machinist

C. AA Medical Assistant – Administrative, COA Medical Assistant -  
Administrative

**XV. POLICY AND PROCESS (Information or Discussion/Action)**

A. None

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

A. None

**XVII. REPORTS & STANDING ITEMS (Information)**

A. Co-Chairs Training – M. Werness Rude, P. Sezzi

1. Training: Reactivating and Entering a Course in CourseLeaf  
(ART V10)

B. Technical Review Chair – M. Callahan

1. [Fall 2022 Curriculum Summary Report](#) – 12-12-22

2. [CY 2022 Courses Wrap-Up Report](#) – 12-12-22

3. Program Status Spreadsheet (see [attachment](#) in share folder)

4. [Priority 1 Courses by Discipline – 2023-2024](#) – 01-11-23

C. Articulation

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

E. Subcommittees/Workgroups

1. CCT Task Force Workgroup Updates – D. Farias

a. Link to the canvas course: <https://vcccd.instructure.com/enroll/L6JJLF>

F. Recent Curriculum Approvals at the State (CCCCO) – S. Ayala

**XVIII. DISCUSSION/INFORMATION (Information or Discussion/Action)**

A. None

## XIX. REQUESTS FOR FUTURE AGENDA ITEMS

**NEXT MEETING**  
**February 7, 2023**  
**Location: via Zoom**

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

### 2022-2023 Curriculum Committee Goals:

- Provide training(s) to the Curriculum Committee (CC) on curricular and program proposals in order to promote a culture of participation at CC meetings
- Complete FT Articulation Officer recruitment and, if it is not successful, continue recruitment until filled.
- Develop and implement specific processes for course and program in-putting and review that involve CC members
  - a. Help CC members work with discipline faculty to have curricular and program proposals ready for CC approval
  - b. Engage CC members in the technical review of courses
- Maintain transparency of:
  - a. Course and program review processes
  - b. Higher order curricular issues (and types of curriculum)
- Committee supports faculty in revising courses/programs to ensure maximum equity and anti-racism a. See also the Academic Senate of California Community Colleges Resolution 9.01, "F21 Adding Culturally Responsive Curriculum, Equity Mindedness and Anti-Racism to Course Outline of Record (COR) Requirements in Title 5"

[Curriculum Canvas Page Link](#)

Ventura College Curriculum Committee  
Curricular Proposals for 1/17/2023

CONSENT AGENDA: COURSES													NONSUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
APPROVED	COURSE ID	COURSE TITLE	CO-LIST	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 <sup>1</sup> , P=Prereq <sup>1</sup> , C=Coreq <sup>1</sup> , RP=Recom. Prep. <sup>1</sup> ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives CC=Course content LC=Lab content	<a href="#">Discipline</a>	EFFECTIVE	REQ	DE	BOT							
		None																		
SECOND READING: COURSES													SUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
APPROVED	COURSE ID	COURSE TITLE	CO-LIST	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 <sup>1</sup> , P=Prereq <sup>1</sup> , C=Coreq <sup>1</sup> , RP=Recom. Prep. <sup>1</sup> ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives CC=Course content LC=Lab content	<a href="#">Discipline</a>	EFFECTIVE	REQ	DE	BOT							
		None																		
SECOND READING: PROGRAMS													SUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
APPROVED	AWARD TYPE	DISCIPLINE:TITLE		CR NC	UNITS	PROPOSAL TYPE	COMMENTS			EFFECTIVE			BOT							
		None																		
FIRST READING: COURSES REQUIRING BOARD APPROVAL													SUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
APPROVED	COURSE ID	COURSE TITLE	CO-LIST	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 <sup>1</sup> , P=Prereq <sup>1</sup> , C=Coreq <sup>1</sup> , RP=Recom. Prep. <sup>1</sup> ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives CC=Course content LC=Lab content	<a href="#">Discipline</a>	EFFECTIVE	REQ	DE	BoT							
		None																		
FIRST READING: COURSES NOT REQUIRING BOARD APPROVAL													SUBSTANTIAL CHANGES TO CATALOG				ARTIC CHANGES			
APPROVED	COURSE ID	COURSE TITLE	CO-LIST	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 <sup>1</sup> , P=Prereq <sup>1</sup> , C=Coreq <sup>1</sup> , RP=Recom. Prep. <sup>1</sup> ('see "Requisite Approvals" for specific changes)	OBJ=Course objectives CC=Course content LC=Lab content	<a href="#">Discipline</a>	EFFECTIVE	REQ	DE	BoT							
		None																		
FIRST READING: PROGRAMS													CHANGES TO CATALOG				ARTIC CHANGES			
APPROVED	AWARD TYPE	DISCIPLINE:TITLE		CR NC	UNITS	PROPOSAL TYPE	COMMENTS			EFFECTIVE			BOT							
		None																		

\*ALL First Reading proposals presented for simultaneous First/Second reading unless otherwise noted. REQ=requisites / DE=distance education / BOT=Board of Trustees

ADMINISTRATIVE CHANGES												
APPROVED	COURSE ID	COURSE TITLE	CO-LIST	CR NC	UNITS		CHANGE			EFFECTIVE		
	<a href="#">BUS V57</a>	Data Analytics for Business Decisions		CR	3	New	Prerequisite changed after DCCI meeting: Revised to: <i>Intermediate Algebra or 1 year of high school algebra or placement as determined by the college's multiple measures assessment process with a grade of C or better.</i>			Fall 2023		
	<a href="#">COA</a>	CNC Machine Operator		CR	16	New	<b>Narrative Changes:</b> Added: WEL V02 as co-listing for DRFT V02A <b>Course List Change:</b> Added: WEL V02 as co-listing for DRFT V02A <b>Plan of Study Change:</b> Added: WEL V02 as co-listing for DRFT V02A <b>SOC Code Change:</b> From: 15.06 Industrial Production Technologies/Technician To: 51-9161 Computer Numerically Controlled Tool Operators			Fall 2023		
	<a href="#">COA</a>	CNC Machinist		CR	12	New	<b>SOC Code Change:</b> From: 15.06 Industrial Production Technologies/Technician To: 51-9161 Computer Numerically Controlled Tool Operators			Fall 2023		
	<a href="#">AA</a>	Medical Assistant - Administrative		CR	60	Revision	<b>Recommended Course Change:</b> Changed BUS V03 to ACCT V03 <b>Narrative Change:</b> Changed BUS V03 to ACCT V03 <b>Enrollment and Completer Projections:</b> Added section and enrollment data for BUS V17			Fall 2023		
	<a href="#">COA</a>	Medical Assistant - Administrative		CR	21	Revision	<b>Recommended Course Change:</b> Changed BUS V03 to ACCT V03 <b>Narrative Change:</b> Added BUS V17, changed BUS V03 to ACCT V03, changed Total Units from 18 to 21 <b>Enrollment and Completer Projections:</b> Added section and enrollment data for BUS V17			Fall 2023		
NEW REQUISITE APPROVALS												
APPROVED	COURSE ID	COURSE TITLE	CO-LIST	CR NC	UNITS	REQUISITE TYPE	REQUISITE TEXT	SOURCE		EFFECTIVE		
		None										
NEW DISTANCE EDUCATION APPROVALS												
APPROVED	COURSE ID	COURSE TITLE	CO-LIST	CR NC	NEW/REV	DE TYPE		SOURCE		EFFECTIVE		
		None										
MINIMUM QUALIFICATIONS												
APPROVED	COURSE ID	COURSE TITLE	CO-LIST	CR NC	NEW/REV		"P" - Primary MQ, "A"= additional MQ, "C" - required certifications	SOURCE		EFFECTIVE		
		None										
** END OF LIST **												