

District Curriculum Committee Meeting Minutes

Tuesday, September 17, 2019

4:00pm-5:00pm

CAADO 209

Voting Members	Non-Voting Members/Guests
<input checked="" type="checkbox"/> Brian Johnson (Chair, MATH, NOR)	<input type="checkbox"/> Greg Burchett (BIO, RCC)
<input checked="" type="checkbox"/> Susan Mills (Co-Chair, VC Ed Services, MATH)	<input type="checkbox"/> Lijuan Zhai (AVC Ed Services and Institutional Effectiveness, RCCD)
<input checked="" type="checkbox"/> Kelly Douglass (ENG, RCC)	<input checked="" type="checkbox"/> Heather Edberg (Staff, RCCD)
<input checked="" type="checkbox"/> Ann Pfeifle (HIST, MVC)	<input checked="" type="checkbox"/> Bryan Nicol (Staff, RCCD)
	<input checked="" type="checkbox"/> Rebecca Turner (Staff, RCCD)
	<input type="checkbox"/> Ellen Brown-Drinkwater (AO, RCC)
	<input type="checkbox"/> Nick Franco (AO, NOR)
	<input type="checkbox"/> Jeanne Howard (AO, MVC)
	<input checked="" type="checkbox"/> Sabina Fernandez (Staff, MVC)
	<input checked="" type="checkbox"/> Casandra Greene (Staff, RCC)
	<input type="checkbox"/> Steven Schmidt (MUS, RCC, Chair/District Technical Review Comm.)
	<input checked="" type="checkbox"/> Thea Quigley (Director Adult Ed and Community Initiatives, RCCD)
	<input checked="" type="checkbox"/> Gail Zwart (BUS, NOR)

Agenda and Minutes

1. Approval of Agenda
 - a. 1st A. Pfeifle, 2nd K. Douglass
 - b. Approved, Unanimous
2. Approval of Minutes - September 3, 2019
 - a. 1st A. Pfeifle, 2nd K. Douglass
 - b. Approved, Unanimous

Reports from Colleges

1. Moreno Valley
 - a. The current draft of the Curriculum Handbook was brought to the Moreno Valley Curriculum Committee with a request for review, comments, and edits.
 - b. One question raised was a possible discrepancy, where a 5 year review is indicated in one area of the handbook, and a 3 year review is indicated in another area.

2. Norco
 - a. The Norco Curriculum Committee has also been provided with a copy of the draft, but no feedback has been received yet.
 - b. Norco will list approval of the Handbook as an action item on the coming week's agenda.
3. Riverside
 - a. Riverside will also vote to approve the Handbook in the coming week and will send a draft to the Riverside Academic Senate.

Action Items

1. Curriculum Proposals

Discussion Items

1. Distance Education Addendum Review Timeline – Kelly Douglass
 - a. Kelly Douglass spoke with Dr. Sheila Pisa, Interim Dean, Distance Education, who indicated that Distance Education Addendum review processes and guidelines are being reviewed by the State that may require the distance education proposal be reviewed any time a course is proposed for a modification.
 - b. This requirement has not yet been approved. More information will be presented when the guidelines are finalized.
 - c. Question: Will distance education addendum reviews be completed at the Technical Review level, or do they need to proceed to the District Curriculum Committee?
2. Curriculum Approval Processes and the Curriculum Handbook – Brian Johnson
 - a. Brian Johnson discussed bringing the Curriculum Handbook to the district Academic Senate to recommend that the curriculum approval processes as outlined in the handbook be considered the official processes for the district and override other approval processes.
 - i. Overridden processes may include the 2011 New or Revised Program Development Process that requires new programs be approved by a number of committees other than the Curriculum Committee.
 - b. Brian Johnson requested the committee member's assistance in performing a detailed review of the processes as outlined in the handbook, in particular the process for developing new programs, and in considering if the processes outlined in the handbook are sufficient.
 - c. Question: Where in the program approval process is a proposal reviewed for impact on budget? When are programs reviewed as a part of strategic planning?
 - d. Further clarity is needed on the development process as written in the handbook.
3. Brown Act Vote Recording – Bryan Nicol
 - a. Pursuant to the Brown Act, each vote of individual committee members needs to be recorded at each meeting.

Supporting Documents

1. Exclusions
 - a. RIV CAT Exclusions – CAT-54A, 78A, 78B, 81
 - b. RIV KIN Exclusions – KIN-A83, A86, A87, A88
2. New Programs
 - a. Information Technology Model Curriculum
 - b. IT Technician Pathway: IT Systems Specialist
 - c. Optoelectronics
 - d. Accounting Basic for Small Business Non-Credit Certificate
 - e. Internet of Things: Embedded Systems & Microcontrollers Non-Credit Certificate
 - f. Customer Relations Non-Credit Certificate
 - g. Emerging Leaders Non-Credit Certificate
 - h. Enterprise Communication Non-Credit Certificate
 - i. Sales Techniques Non-Credit Certificate
 - j. Workplace Essentials Non-Credit Certificate
3. Program Modifications
 - a. Engineering Graphics
 - b. Culinary Arts

District Curriculum Committee

Proposals and Notes for DCC Meeting 09/17/2019

Courses

Course Deletions

		M	N	R	Discussion	Action
CAT 84	Word Processing: WordPerfect for Windows	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Holding to review crosslist with CIS-84.	Hold
Rationale:	The course is not a part of any CAT Program. The course has historical cross-listing which is no longer relevant to the CAT program.					
Tech Review:	Approved, 5/7/2019 Cross listed with CIS-84.					
MOV:	Info Item, 5/14/2019					
NOR:	Info Item, 5/14/2019					
RIV:	Hold, 5/14/2019					
	Course proposal originally launched in META as course exclusion, but is Riverside only. Placed onto agenda as course deletion. Course deletion post-poned until clarification on impacts on cross-listing and programs addressed.					
	9/10/19 - Postponed to wait for cross-listing.					

ENE 22	Engineering Drawing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Hold
Rationale:	Contents covered by ENE-41, for direct transfer to USC					
Tech Review:	Approved, 9/3/2019 This course is Norco only and should be a deletion. Course is cross listed with DFT-22.					
MOV:	Info Item, 9/10/2019					
NOR:	Hold, 9/10/2019					
RIV:	Info Item, 9/10/2019					

ENE 28	Technical Design	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Hold
Rationale:	Contents covered by ENE-41, for direct transfer to USC					
Tech Review:	Approved, 9/3/2019 This course is Norco only and should be a deletion. Course is cross listed with DFT-28.					
MOV:	Info Item, 9/10/2019					
NOR:	Hold, 9/10/2019					
RIV:	Info Item, 9/10/2019					

Course Exclusions

		M	N	R	Discussion	Action
CAT 54A	Introduction to Flash	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	The course is not a part of any CAT Program. The course has historical cross-listing which is no longer relevant to the CAT program.					
Tech Review:	Approved, 5/7/2019 Cross listed with CIS-54A.					
MOV:	Info Item, 5/14/2019					
NOR:	Info Item, 5/14/2019					
RIV:	Hold, 5/14/2019					
	Course exclusion postponed until clarification on impacts on certificates addressed.					
	9/10/19 - Postponed to wait for cross-listing.					

Courses

Course Exclusions

		M	N	R	Discussion	Action
CAT 78A	Introduction to Adobe Photoshop	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	The course is not a part of any CAT Program. The course has historical cross-listing which is no longer relevant to the CAT program.					
Tech Review:	Approved, 5/7/2019 Cross listed with CIS-78A.					
MOV:	Info Item, 5/14/2019					
NOR:	Info Item, 5/14/2019					
RIV:	Hold, 5/14/2019 Course exclusion postponed until clarification on impacts on certificates addressed. 9/10/19 - Postponed to wait for cross-listing.					
CAT 78B	Advanced Adobe Photoshop	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	The course is not a part of any CAT Program. The course has historical cross-listing which is no longer relevant to the CAT program.					
Tech Review:	Approved, 5/7/2019 Cross listed with CIS-78B.					
MOV:	Info Item, 5/14/2019					
NOR:	Info Item, 5/14/2019					
RIV:	Hold, 5/14/2019 Course exclusion postponed until clarification on impacts on certificates addressed. 9/10/19 - Postponed to wait for cross-listing.					
CAT 81	Introduction to Desktop Publishing using Adobe InDesign	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	The course is not a part of any CAT Program. The course has historical cross-listing which is no longer relevant to the CAT program.					
Tech Review:	Approved, 5/7/2019 Cross listed with CIS-81.					
MOV:	Info Item, 5/14/2019					
NOR:	Info Item, 5/14/2019					
RIV:	Hold, 5/14/2019 Course exclusion postponed until clarification on impacts on certificates addressed. 9/10/19 - Postponed to wait for cross-listing.					
KIN A83	Kickboxing Aerobics	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1st A. Pfeifle, 2nd K. Douglass, Unanimous	Approved
Rationale:	Campuses Offering: NR We have not taught any of these classes for over 4 years. We are cleaning up our inventory and since Norco and Moreno Valley already or are interested in teaching these courses, Riverside is excluding them.					
Tech Review:	Approved, 9/3/2019 Holding to verify if course is a part of any programs.					
MOV:	Info Item, 9/10/2019					
NOR:	Info Item, 9/10/2019					
RIV:	Approved, 9/10/2019					

Courses

Course Exclusions

		M	N	R	Discussion	Action
KIN A86	Step Aerobics	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1st A. Pfeifle, 2nd K. Douglass, Unanimous	Approved
Rationale:	Campuses Offering: MR We have not taught any of these classes for over 4 years. We are cleaning up our inventory and since Norco and Moreno Valley already or are interested in teaching these courses, Riverside is excluding them.					
Tech Review:	Approved, 9/3/2019 Holding to verify if course is a part of any programs.					
MOV:	Info Item, 9/10/2019					
NOR:	Info Item, 9/10/2019					
RIV:	Approved, 9/10/2019					
KIN A87	Step Aerobics, Intermediate	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1st A. Pfeifle, 2nd K. Douglass, Unanimous	Approved
Rationale:	Campuses Offering: MR We have not taught any of these classes for over 4 years. We are cleaning up our inventory and since Norco and Moreno Valley already or are interested in teaching these courses, Riverside is excluding them.					
Tech Review:	Approved, 9/3/2019 Holding to verify if course is a part of any programs.					
MOV:	Info Item, 9/10/2019					
NOR:	Info Item, 9/10/2019					
RIV:	Approved, 9/10/2019					
KIN A88	Step Aerobics, Advanced	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1st A. Pfeifle, 2nd K. Douglass, Unanimous	Approved
Rationale:	Campuses Offering: MR We have not taught any of these classes for over 4 years. We are cleaning up our inventory and since Norco and Moreno Valley already or are interested in teaching these courses, Riverside is excluding them.					
Tech Review:	Approved, 9/3/2019 Holding to verify if course is a part of any programs.					
MOV:	Info Item, 9/10/2019					
NOR:	Info Item, 9/10/2019					
RIV:	Approved, 9/10/2019					

Course Major Modifications

		M	N	R	Discussion	Action
AIR 50A	Air Conditioning and Refrigeration Theory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	This is the basic entry level class for our program					
Tech Review:	Approved, 9/3/2019 Crosslisted with same discipline.					
MOV:	Info Item, 9/10/2019					
NOR:	Info Item, 9/10/2019					
RIV:	Hold, 9/10/2019 Postponed to future meeting after consult with discipline originator over content and SLOs/objectives concerns.					
AIR 50B	Residential Air Conditioning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	Basic residential air conditioning including troubleshooting and repair to prepare students for careers in the field					
Tech Review:	Approved, 9/3/2019 Crosslisted with same discipline. Course title is being updated. Because it is a minor update, the certificate will be edited administratively.					
MOV:	Info Item, 9/10/2019					
NOR:	Info Item, 9/10/2019					
RIV:	Hold, 9/10/2019 Postponed to future meeting after consult with discipline originator over content and SLOs/objectives concerns.					

Courses

Course Major Modifications

		M	N	R	Discussion	Action
AIR 51A	Residential Heating and Ventilation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	Class will teach the basics of heating, ventilation and air distribution for residential systems.					
Tech Review:	Approved, 9/3/2019					
MOV:	Info Item, 9/10/2019					
NOR:	Info Item, 9/10/2019					
RIV:	Hold, 9/10/2019					
	Postponed to future meeting after consult with discipline originator over content and SLOs/objectives concerns.					
AIR 51B	Commercial and Industrial Heating and Air Conditioning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	Class will cover the basics of a wide variety of Commercial and Industrial HVAC systems currently used in the industry					
Tech Review:	Approved, 9/3/2019 Courslisted with same discipline. Content seems thin, but will be sent to college level for review. Proposal contains a budget impact statement that may need to be reviewed by the appropriate dean or administration.					
MOV:	Info Item, 9/10/2019					
NOR:	Info Item, 9/10/2019					
RIV:	Hold, 9/10/2019					
	Postponed to future meeting after consult with discipline originator over content and SLOs/objectives concerns. Also, concern that pre-req might need to be AIR 51A, not AIR 53.					
AIR 53	Basic Electricity for A/C & Refrigeration	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	To prepare students for the HVAC/R field. Students will be working on a huge variety of electrical components once the begin working in the field					
Tech Review:	Approved, 9/3/2019					
MOV:	Info Item, 9/10/2019					
NOR:	Info Item, 9/10/2019					
RIV:	Hold, 9/10/2019					
	Postponed to future meeting after consult with discipline originator over content and SLOs/objectives concerns.					
ENE 51	Blueprint Reading	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1st A. Pfeifle, 2nd K. Douglass, Unanimous	Approved
Rationale:	COR updates 2018.					
Tech Review:	Approved, 9/3/2019					
MOV:	Info Item, 9/10/2019					
NOR:	Approved, 5/14/2019					
	Cross-listed with DFT-51.					
ENE 60	Math for Engineering Technology	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Holding to verify if changes to Method of Instruction and other sections were made.	Hold
Rationale:	Include the addition of course objectives and update textbooks					
Tech Review:	Approved, 5/21/2019 Description may need adjusting. Needs Riverside's approval.					
MOV:	Info Item, 5/28/2019					
NOR:	Hold, 5/28/2019					
	Needs major revisions from 'Method of Instruction' and the rest of the sections.					

Courses

Course Major Modifications

		M	N	R	Discussion	Action
MUS 32A	Class Piano I	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved with removal of CSUGE/IGETC under General Education Outcome.	Approved
Rationale:	Add objectives. Update SLOs, content, and textbook.					
Tech Review:	Approved, 9/3/2019					
MOV: Approved, 9/10/2019	NOR: Approved, 9/10/2019	RIV: Approved, 9/10/2019			1st A. Pfeifle, 2nd K. Douglass, Unanimous	
Approved with removal of CSU GE and IGETC, under the General Education Outcome.		CSUGE/IGETC is wrong and needs to be taken out.				
MUS 32B	Class Piano II	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved with removal of CSUGE/IGETC under General Education Outcome.	Approved
Rationale:	Add objectives. Update SLOs and textbook.					
Tech Review:	Approved, 9/3/2019					
MOV: Approved, 9/10/2019	NOR: Approved, 9/10/2019	RIV: Approved, 9/10/2019			1st A. Pfeifle, 2nd K. Douglass, Unanimous	
Approved with removal of CSU GE and IGETC, under the General Education Outcome.		CSUGE/IGETC is wrong and needs to be taken out.				
MUS 32C	Class Piano III	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved with removal of CSUGE/IGETC under General Education Outcome.	Approved
Rationale:	Add objectives. Update SLOs and textbook.					
Tech Review:	Approved, 9/3/2019					
MOV: Approved, 9/10/2019	NOR: Approved, 9/10/2019	RIV: Approved, 9/10/2019			1st A. Pfeifle, 2nd K. Douglass, Unanimous	
Approved with removal of CSU GE and IGETC, under the General Education Outcome.		CSUGE/IGETC is wrong and needs to be taken out.				
MUS 32D	Class Piano IV	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved with removal of CSUGE/IGETC under General Education Outcome.	Approved
Rationale:	Add objectives. Update SLOs and textbook.					
Tech Review:	Approved, 9/3/2019					
MOV: Approved, 9/10/2019	NOR: Approved, 9/10/2019	RIV: Approved, 9/10/2019			1st A. Pfeifle, 2nd K. Douglass, Unanimous	
Approved with removal of CSU GE and IGETC, under the General Education Outcome.		CSUGE/IGETC is wrong and needs to be taken out.				

Distance Education

		M	N	R	Discussion	Action
ARA 3DE	Arabic 3	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1st A. Pfeifle, 2nd K. Douglass, Unanimous	Approved
Rationale:						
Tech Review:	Approved, 9/3/2019 COR was recently updated.					
MOV: Info Item, 9/10/2019	NOR: Info Item, 9/10/2019	RIV: Approved, 9/10/2019				

Courses

Distance Education

CHI 1DE Chinese 1DE

Rationale:

Tech Review: Approved, 9/3/2019
COR was recently updated.

MOV: Info Item, 9/10/2019

NOR: Approved, 9/10/2019

RIV: Approved, 9/10/2019

M N R

Discussion

1st A. Pfeifle, 2nd K. Douglass,
Unanimous

Action

Approved

CHI 2DE Chinese 2DE

Rationale:

Tech Review: Approved, 9/3/2019
COR was recently updated.

MOV: Info Item, 9/10/2019

NOR: Approved, 9/10/2019

RIV: Approved, 9/10/2019

1st A. Pfeifle, 2nd K. Douglass,
Unanimous

Approved

New Courses

AIR 50C Residential Installation

Rationale: Training of students for entry level employment in the residential HVAC industry

Tech Review: Approved, 9/3/2019
Will need to check to see if any existing certificates will be changed with new courses.

MOV: Info Item, 9/10/2019

NOR: Info Item, 9/10/2019

RIV: Hold, 9/10/2019

Postponed to future meeting after consult with discipline originator over content and SLOs/objectives concerns.

M N R

Discussion

Action

Hold

AIR 51C Commercial and Industrial Refrigeration

Rationale: Training in commercial refrigeration to make students job ready

Tech Review: Approved, 9/3/2019
Lists both Degree Credit and Non-Degree Credit. Skill links may need to be fixed. Steve will follow up. Will need to check to see if any existing certificates will be changed with new courses.

MOV: Info Item, 9/10/2019

NOR: Info Item, 9/10/2019

RIV: Hold, 9/10/2019

Postponed to future meeting after consult with discipline originator over content and SLOs/objectives concerns.

Hold

AIR 51D Building Automation and Control Systems

Rationale: Modern commercial buildings often use one or both of these systems to control comfort heating and cooling.

Tech Review: Approved, 9/3/2019
Has a different TOPs code from all other proposed AIR courses. Will need to check to see if any existing certificates will be changed with new courses.

MOV: Info Item, 9/10/2019

NOR: Info Item, 9/10/2019

RIV: Hold, 9/10/2019

Postponed to future meeting after consult with discipline originator over content and SLOs/objectives concerns.

Hold

Courses

New Courses

		M	N	R	Discussion	Action
AIR 850D	EPA Preparation and Certification	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	All people working in the Air Conditioning and Refrigeration Industry must have an EPA Certification which must be renewed on a 5 year cycle					
Tech Review:	Approved, 9/3/2019 Course is non-credit. Renumbered from AIR 50D to AIR 850D					
MOV:	Info Item, 9/10/2019					
NOR:	Info Item, 9/10/2019					
RIV:	Hold, 9/10/2019				Postponed to future meeting after consult with discipline originator over content and SLOs/objectives concerns.	
APP 450	Apprenticeship Work Experience	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Marked as degree and non-degree credit.	Approved
Rationale:	Apprenticeship is an industry driven training system that ensures a highly skilled internationally competitive workforce in a variety of trades. Industry established training and certification standards and provides direction to the system through a variety of ways. This course would be similar to WKS 200 where the students register for it and then are sorted, by the instructor, into the appropriate work experience class according to their selected trade. Students would primarily be full time employees working in that trade. It is the first class in what will be a apprenticeship certificate in a variety of areas.					
Tech Review:	Approved, 9/3/2019 Marked as both Degree Credit and Non-Degree Credit. Edits to the description to clarify hours, units, and maximum hours worked as apprentice are needed.					1st A. Pfeifle, 2nd K. Douglass, Unanimous
	Course requires students work as an apprentice and will be used as a general course for a variety of apprenticeship classes, which will allow students to work in a variety of trades. Discipline expert will be the employer.					
MOV:	Info Item, 9/10/2019					
NOR:	Approved, 9/10/2019					
RIV:	Info Item, 9/10/2019					
PDS 801	Leadership Skills	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	This course is part of a noncredit certificate.					
Tech Review:	Approved, 9/3/2019 PDS course SLOs, content, objectives need updating. SLOs with GE links need to be removed. Sample assignments may also need updating.					
	9/3/19 - Requested corrections were made.					
MOV:	Approved, 9/10/2019					
NOR:	Hold, 9/10/2019				Issues with cross-listed CAT courses.	
RIV:	Hold, 9/10/2019				All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Review meeting.	

Courses

New Courses

		M	N	R	Discussion	Action
PDS 802	Supervisory Skills	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	This course is part of a noncredit certificate.					
Tech Review:	Approved, 9/3/2019 PDS course SLOs, content, objectives need updating. SLOs with GE links need to be removed. Sample assignments may also need updating.					
	9/3/19 - Requested corrections were made.					
MOV:	Approved, 9/10/2019					
NOR:	Hold, 9/10/2019					
	Issues with cross-listed CAT courses.					
RIV:	Hold, 9/10/2019					
	All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Review meeting.					
PDS 803	Increasing Productivity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	This course is part of a noncredit certificate.					
Tech Review:	Approved, 9/3/2019 PDS course SLOs, content, objectives need updating. SLOs with GE links need to be removed. Sample assignments may also need updating.					
	9/3/19 - Requested corrections were made.					
MOV:	Approved, 9/10/2019					
NOR:	Hold, 9/10/2019					
	Issues with cross-listed CAT courses.					
RIV:	Hold, 9/10/2019					
	All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Review meeting.					
PDS 804	Motivating Yourself and Others	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	This course is part of a noncredit certificate.					
Tech Review:	Approved, 9/3/2019 PDS course SLOs, content, objectives need updating. SLOs with GE links need to be removed. Sample assignments may also need updating.					
	9/3/19 - Requested corrections were made.					
MOV:	Approved, 9/10/2019					
NOR:	Hold, 9/10/2019					
	Issues with cross-listed CAT courses.					
RIV:	Hold, 9/10/2019					
	All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Review meeting.					

Courses

New Courses

		M	N	R	Discussion	Action
PDS 805	Difficult Conversations	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	This course is part of a noncredit certificate.					
Tech Review:	Approved, 9/3/2019 PDS course SLOs, content, objectives need updating. SLOs with GE links need to be removed. Sample assignments may also need updating.					
9/3/19 - Requested corrections were made.						
MOV:	Approved, 9/10/2019	NOR:	Hold, 9/10/2019	RIV:	Hold, 9/10/2019	
			Issues with cross-listed CAT courses.		All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Review meeting.	
PDS 806	The Art of Negotiating and Collaborating	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	This course is part of a noncredit certificate.					
Tech Review:	Approved, 9/3/2019 PDS course SLOs, content, objectives need updating. SLOs with GE links need to be removed. Sample assignments may also need updating.					
9/3/19 - Requested corrections were made.						
MOV:	Approved, 9/10/2019	NOR:	Hold, 9/10/2019	RIV:	Hold, 9/10/2019	
			Issues with cross-listed CAT courses.		All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Review meeting.	
PDS 807	Personality Styles and Difficult Relationships	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	This course is part of a noncredit certificate.					
Tech Review:	Approved, 9/3/2019 PDS course SLOs, content, objectives need updating. SLOs with GE links need to be removed. Sample assignments may also need updating.					
9/3/19 - Requested corrections were made.						
MOV:	Approved, 9/10/2019	NOR:	Hold, 9/10/2019	RIV:	Hold, 9/10/2019	
			Issues with cross-listed CAT courses.		All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Review meeting.	

Courses

New Courses

		M	N	R	Discussion	Action
PDS 808	Critical Thinking, Problem Solving and Decision Making	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	This course is part of noncredit certificate.					
Tech Review:	Approved, 9/3/2019 PDS course SLOs, content, objectives need updating. SLOs with GE links need to be removed. Sample assignments may also need updating.					
9/3/19 - Requested corrections were made.						
MOV:	Approved, 9/10/2019	NOR:	Hold, 9/10/2019	RIV:	Hold, 9/10/2019	
		Issues with cross-listed CAT courses.		All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Review meeting.		
PDS 809	Business Writing in a Technological World	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	This course is part of noncredit certificate.					
Tech Review:	Approved, 9/3/2019 PDS course SLOs, content, objectives need updating. SLOs with GE links need to be removed. Sample assignments may also need updating.					
9/3/19 - Requested corrections were made.						
MOV:	Approved, 9/10/2019	NOR:	Hold, 9/10/2019	RIV:	Hold, 9/10/2019	
		Issues with cross-listed CAT courses.		All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Review meeting.		
PDS 810	Time Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	This course is part of noncredit certificate.					
Tech Review:	Approved, 9/3/2019 PDS course SLOs, content, objectives need updating. SLOs with GE links need to be removed. Sample assignments may also need updating.					
9/3/19 - Requested corrections were made.						
MOV:	Approved, 9/10/2019	NOR:	Hold, 9/10/2019	RIV:	Hold, 9/10/2019	
		Issues with cross-listed CAT courses.		All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Review meeting.		

Courses

New Courses

		M	N	R	Discussion	Action
PDS 811	High Impact Presentations and Proposals for the Work Place	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	This course if part of a noncredit certificate.					
Tech Review:	Approved, 9/3/2019 PDS course SLOs, content, objectives need updating. SLOs with GE links need to be removed. Sample assignments may also need updating.					
9/3/19 - Requested corrections were made.						
MOV:	Approved, 9/10/2019	NOR:	Hold, 9/10/2019	RIV:	Hold, 9/10/2019	
		Issues with cross-listed CAT courses.		All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Review meeting.		
PDS 812	Workplace Communication Strategies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	This course is part of a noncredit certificate.					
Tech Review:	Approved, 9/3/2019 PDS course SLOs, content, objectives need updating. SLOs with GE links need to be removed. Sample assignments may also need updating.					
9/3/19 - Requested corrections were made.						
MOV:	Approved, 9/10/2019	NOR:	Hold, 9/10/2019	RIV:	Hold, 9/10/2019	
		Issues with cross-listed CAT courses.		All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Review meeting.		
PDS 813	Best Practices in Customer Service	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	This course is part of a noncredit certificate.					
Tech Review:	Approved, 9/3/2019 PDS course SLOs, content, objectives need updating. SLOs with GE links need to be removed. Sample assignments may also need updating.					
9/3/19 - Requested corrections were made.						
MOV:	Approved, 9/10/2019	NOR:	Hold, 9/10/2019	RIV:	Hold, 9/10/2019	
		Issues with cross-listed CAT courses.		All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Review meeting.		

Courses

New Courses

		M	N	R	Discussion	Action
PDS 814	Closing Techniques That Win the Sale	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	Part of a noncredit certificate on sales techniques.					
Tech Review:	Approved, 9/3/2019 PDS course SLOs, content, objectives need updating. SLOs with GE links need to be removed. Sample assignments may also need updating.					
	This course was originally proposed and voted on at Norco as MKT 806.					
	9/3/19 - Requested corrections were made.					
MOV:	Approved, 9/10/2019					
NOR:	Hold, 9/10/2019					
	Issues with cross-listed CAT courses.					
RIV:	Hold, 9/10/2019					
	All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Review meeting.					
PDS 815	Winning Sales Scripts	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	Part of a noncredit certificate on sales techniques.					
Tech Review:	Approved, 9/3/2019 PDS course SLOs, content, objectives need updating. SLOs with GE links need to be removed. Sample assignments may also need updating.					
	This course was originally proposed and voted on at Norco as MKT 807.					
	9/3/19 - Requested corrections were made.					
MOV:	Approved, 9/10/2019					
NOR:	Hold, 9/10/2019					
	Issues with cross-listed CAT courses.					
RIV:	Hold, 9/10/2019					
	All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Review meeting.					
REA 882	Reading Skills and Strategies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Hold
Rationale:	The reading discipline wants to offer a non-credit class to students who want to improve their reading skills. We have added course objectives and made fewer SLO's. We also updated the textbook list.					
Tech Review:	Approved, 11/20/2018					
	Held, will be brought back to Moreno Valley for review and clarification discipline/department approval of the course.					
MOV:	Hold, 9/10/2019					
NOR:	Info Item, 11/27/2018					
	Clarify if MVC is included on this New course Proposal? HOLD- Need more clarification.					
RIV:	Approved, 11/27/2018					

Disciplines

Discipline Inclusions

PDS Professional Development Studies

Rationale: Adoption of discipline.

Tech Review: Approved, 9/3/2019
Approved, but will request completion of Discipline Inclusion Form.

MOV: Info Item, 9/10/2019

NOR: Info Item, 9/10/2019

RIV: Hold, 9/10/2019

All PDS items postponed until after consultation on various PDS course, discipline, cert questions at 9/17/19 Tech Re-view meeting.

M N R Discussion

Action

Hold

Programs

New Programs

Certificate

CIS Information Technology Model Curriculum (Certificate/State)

Rationale: The goal of this program is to increase diversity in the technical workforce by providing an education platform for entry-level Information Technology support specialists, network technician, infrastructure support, and network security specialist. This program aims to develop quality and quantity of technical professionals to fulfill business needs and generate greater economic impact in the greater Inland Empire region.

Tech Review: Approved, 3/5/2019
New program being created by adding two courses to existing program

MOV: Hold, 3/12/2019

Awaiting the CIS-40A, CIS-40B courses to be approved.

NOR: Hold, 3/26/2019

Missing core courses that Norco doesn't offer.

4/2/2019 - Norco has decided against adding this program to their inventory.

RIV: Approved, 3/12/2019

o This was approved, with changes both required and suggested.
- Suggested
• The title – seems awkward (more like TMC language).
• RIV asked the discipline to consider creating a degree based on this cert.
• PLOs – in the first PLO, replace “Providing...” with “Provide...” The discipline member present agreed.
- Required – there are mistakes on the proposal itself that needs to be fixed.
• Required Core Courses
o CIS 26A (4 units) or CIS 40A (3 units). Unit value isn't correct on proposal.
o This makes the required core courses either 14 or 15 units.
• MAT 4 – this course was recently deleted, and needs to be removed from this cert.
• Total Units – must be modified to 24-25 units

M N R Discussion

Action

Hold

3/19/2019 - Missing supporting documents and college specific POR needed.

4/2/2019 - Norco has decided against adding this program to their inventory.

Continuing to hold for other changes. Awaiting updated POR for Moreno Valley.

Programs

New Programs

M N R Discussion

Action

Certificate

CIS	IT Technician Pathway: IT Systems Specialist	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Holding for courses.	Hold	
Rationale:	The goal of this program is to increase diversity in the technical workforce by providing an education platform for entry-level IT Systems Specialists, network technician, desktop support, and network specialist. This program aims to develop quality and quantity of technical professionals to fulfill business needs and generate greater economic impact in the greater Inland Empire region. Students will gain soft and technical skills necessary to become entry-level IT Systems Specialist, network technician, desktop support, and network specialist.				
Tech Review:	Approved, 4/18/2019 Certificate may need to be 16 units, not 15.				
MOV:	Hold, 4/23/2019	NOR:	Info Item, 4/23/2019	RIV:	Info Item, 4/23/2019
Awaiting for courses CIS 40A, CIS 40C, CIS 40D					

LOT	Optoelectronics	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	3/19/19 - Missing supporting documents.	Hold	
Rationale:	Completing the requirements for this Certificate will prepare students with the basic skills needed to gain employment in optoelectronics. An employee with skills in optoelectronics is capable of working in the fields of semiconductor electronics, where computer circuitry and chips are made. In addition, camera and sensor technology relies heavily on optoelectronic devices to detect light optical source technology markets use optoelectronic components in the making of laser diode and light-emitting diode (LED) sources.			Continuing to hold.	
Tech Review:	Approved, 11/20/2018 Check for courses - still in review				
MOV:	Info Item, 3/12/2019	NOR:	Approved, 3/12/2019	RIV:	Info Item, 3/12/2019

Non-Credit Certificate

ACC	Accounting Basics for Small Business	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1st A. Pfeifle, 2nd K. Douglass, Unanimous	Approved	
Rationale:	The Accounting Basics for Small Business Certificate provides a framework for students to develop skills and knowledge in accounting software techniques, enabling them to open up additional work and advancement opportunities. The certificate is also a gateway into other noncredit and credit programs. Students develop skills and training that will qualify them for even more opportunities.				
Tech Review:	Approved, 9/3/2019 Minutes from Norco had no action. Courses approved at district level. Approving for Norco only. No discipline notes for Moreno Valley or Riverside. Holding for Riverside and Moreno Valley.				
MOV:	Approved, 9/10/2019	NOR:	Info Item, 9/10/2019	RIV:	Info Item, 9/10/2019

CIS	Internet of Things (IoT): Embedded Systems & Microcontrollers	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Awaiting CIS 833C.	Hold	
Rationale:	The Internet of Things (IoT): Embedded Systems and Microcontrollers certificate will provide students with proficiency in the areas of microcontroller and embedded system configuration, programming, design, prototyping for consumer market.				
Tech Review:	Approved, 10/16/2018				
MOV:	Approved, 11/13/2018	NOR:	Info Item, 10/23/2018	RIV:	Info Item, 10/23/2018

PDS	Customer Relations	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		Hold	
Rationale:	Knowledge of customer relations is needed across the board in all areas of business, but especially for those involved in dealing with the public on a day to day basis. Jobs such as sales, retail, government, education and those in private industry all need customer service skills to be successful in the workplace.				
Tech Review:	Approved, 9/3/2019 TOPs code may need editing.				
MOV:	Approved, 9/10/2019	NOR:	Info Item, 9/10/2019	RIV:	Info Item, 9/10/2019

Programs

New Programs

M N R Discussion

Action

Non-Credit Certificate

PDS **Customer Relations**

Hold

Rationale: Knowledge of customer relations is needed across the board in all areas of business, but especially for those involved in dealing with the public on a day to day basis. Jobs such as sales, retail, government, education and those in private industry all need customer service skills to be successful in the workplace.

Tech Review: Approved, 9/3/2019
Only approved at Norco's department. Holding for courses (PDS 813, 806, 807). Holding for Norco and returning Riverside and Moreno Valley to draft.

TOPs code may need editing.

MOV: Info Item, 9/10/2019

NOR: Hold, 9/10/2019

RIV: Info Item, 9/10/2019

PDS **Emerging Leaders**

Hold

Rationale: Knowledge of leadership is needed across all industries as every industry and occupational field has those who provide leadership to their organizations. In order to meet this area of emphasis, there is a need to provide leadership training for those who are emerging leaders and those who aspire to be leaders in the future.

Tech Review: Approved, 9/3/2019

MOV: Approved, 9/10/2019

NOR: Info Item, 9/10/2019

RIV: Info Item, 9/10/2019

PDS **Emerging Leaders**

Hold

Rationale: Knowledge of leadership is needed across all industries as every industry and occupational field has those who provide leadership to their organizations. In order to meet this area of emphasis, there is a need to provide leadership training for those who are emerging leaders and those who aspire to be leaders in the future.

Tech Review: Approved, 9/3/2019
Only approved at Norco's department. Holding for courses (PDS 801-804). Holding for Norco and returning Riverside and Moreno Valley to draft.

MOV: Info Item, 9/10/2019

NOR: Hold, 9/10/2019

RIV: Info Item, 9/10/2019

PDS **Enterprise Communication**

Hold

Rationale: Labor market data for enterprise communications is extensive. One could say that all occupations have a need to communicate better in the workplace. These skills are not limited to one occupational group or industry. In order to provide labor market data you would need to look at a variety of occupations.

Tech Review: Approved, 9/3/2019

MOV: Approved, 9/10/2019

NOR: Info Item, 9/10/2019

RIV: Info Item, 9/10/2019

Programs

New Programs

M N R Discussion

Action

Non-Credit Certificate

PDS **Enterprise Communication**

Rationale: Labor market data for enterprise communications is extensive. One could say that all occupations have a need to communicate better in the workplace. These skills are not limited to one occupational group or industry. In order to provide labor market data you would need to look at a variety of occupations.

Tech Review: Approved, 9/3/2019
Only approved at Norco's department. Holding for courses (PDS 805, 806, 807, 809, 812, 813). Holding for Norco and returning Riverside and Moreno Valley to draft.

MOV: Info Item, 9/10/2019 **NOR:** Hold, 9/10/2019 **RIV:** Info Item, 9/10/2019

Hold

PDS **Sales Techniques**

Rationale: Data from the Economic Development Agency predicts that sales and related occupations will increase 10.8% from 2014-2024. That increase nets an increase of 15,870 jobs in the Inland Empire. The increase, along with positions vacated by retirements will create a need for qualified sales individuals who have the skills to write a winning sales script and have the knowledge to close a sale. As positions open in sales and related occupations so will the need for individuals who have skills in sales.

Tech Review: Approved, 9/3/2019

MOV: Approved, 9/10/2019 **NOR:** Info Item, 9/10/2019 **RIV:** Info Item, 9/10/2019

Hold

PDS **Sales Techniques**

Rationale: Data from the Economic Development Agency predicts that sales and related occupations will increase 10.8% from 2014-2024. That increase nets an increase of 15,870 jobs in the Inland Empire. The increase, along with positions vacated by retirements will create a need for qualified sales individuals who have the skills to write a winning sales script and have the knowledge to close a sale. As positions open in sales and related occupations so will the need for individuals who have skills in sales.

Tech Review: Approved, 9/3/2019
Only approved at Norco's department. Holding for courses (PDS 814, 815). Holding for Norco and returning Riverside and Moreno Valley to draft.

MOV: Info Item, 9/10/2019 **NOR:** Hold, 9/10/2019 **RIV:** Info Item, 9/10/2019

Hold

PDS **Workplace Essentials**

Rationale: The need for workplace essentials spans all occupations but is especially appropriate for new managers and those who are seeking management or supervision positions and/or clerical personnel who need the skills prescribed in the certificate. The Economic Development Agency data indicates there will be 11,510 new openings for managers between 2014-2024 for a 17.2% change. This does not include the already 66,840 estimated management positions as of 2014 that are filled. According to the Economic Development Agency's employment projections, there will be an increase of 22,520 Office and Administrative Support jobs by 2024. These individuals would also benefit from the information in the certificate. This certificate also has broader implications for the workforce as the skills prescribed in the content cross over occupations and employment positions and are valuable to almost anyone who is employed in the marketplace today.

Tech Review: Approved, 9/3/2019

MOV: Approved, 9/10/2019 **NOR:** Info Item, 9/10/2019 **RIV:** Info Item, 9/10/2019

Hold

Programs

New Programs

M N R Discussion

Action

Non-Credit Certificate

PDS Workplace Essentials

Rationale: The need for workplace essentials spans all occupations but is especially appropriate for new managers and those who are seeking management or supervision positions and/or clerical personnel who need the skills prescribed in the certificate. The Economic Development Agency data indicates there will be 11,510 new openings for managers between 2014-2024 for a 17.2% change. This does not include the already 66,840 estimated management positions as of 2014 that are filled. According to the Economic Development Agency's employment projections, there will be an increase of 22,520 Office and Administrative Support jobs by 2024. These individuals would also benefit from the information in the certificate. This certificate also has broader implications for the workforce as the skills prescribed in the content cross over occupations and employment positions and are valuable to almost anyone who is employed in the marketplace today.

Tech Review: Approved, 9/3/2019
Only approved at Norco's department. Holding for courses (PDS 808, 809, 810, 812). Holding for Norco and returning Riverside and Moreno Valley to draft.

MOV: Info Item, 9/10/2019 **NOR:** Hold, 9/10/2019 **RIV:** Info Item, 9/10/2019

Hold

Program Modifications

M N R Discussion

Action

Certificate

ENE Engineering Graphics

Rationale: Removal of ENE-22 Engineering Drawing and addition of ENE/ELE-27 Technical Communications.

Tech Review: Approved, 9/3/2019
May need a change to the TOPs code.

MOV: Info Item, 9/10/2019 **NOR:** Approved, 9/10/2019 **RIV:** Info Item, 9/10/2019
Need to add cross-listed DFT-27 to POR.

1st A. Pfeifle, 2nd K. Douglass,
Unanimous

Approved

Degree & Certificate

CUL Culinary Arts

Rationale: Justification for proposed change to the culinary certificate is to add two courses to the program in order to satisfy accreditation requirements. CTE is in the process of applying for postsecondary accreditation from the American Culinary Federation Education Foundation Accrediting Commission (ACFEFAC). The commission assures that a program is meeting at least a minimum of standards & competencies set for faculty, curriculum and student services. ACFEF is recognized by the Council For Higher Education Accreditation (CHEA). CHEA is an association of 3,000 degree-granting colleges & universities and recognizes institutional and programmatic accrediting organizations. The benefits of postsecondary accreditation with the ACF creates public trust by ensuring established standards, accountability & credibility, higher level of professionalism, up-to-date & current practices, and marketing tool for recruiting students.

Tech Review: Approved, 9/3/2019

MOV: Info Item, 9/10/2019 **NOR:** Info Item, 9/10/2019 **RIV:** Hold, 9/10/2019
Postponed to future meeting; waiting for minutes.

Hold

District Curriculum Committee Votes by Member

Votes by Member for 09/17/2019

Courses

Course Deletions

		M	N	R	Action	Johnson	Douglass	Mills	Pfeifle
CAT 84	Word Processing: WordPerfect for Windows	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
ENE 22	Engineering Drawing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y	Y
ENE 28	Technical Design	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y	Y

Course Exclusions

		M	N	R	Action	Johnson	Douglass	Mills	Pfeifle
CAT 54A	Introduction to Flash	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
CAT 78A	Introduction to Adobe Photoshop	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
CAT 78B	Advanced Adobe Photoshop	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
CAT 81	Introduction to Desktop Publishing using Adobe InDesign	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
KIN A83	Kickboxing Aerobics	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y	Y
KIN A86	Step Aerobics	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y	Y
KIN A87	Step Aerobics, Intermediate	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y	Y
KIN A88	Step Aerobics, Advanced	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y	Y

Course Major Modifications

		M	N	R	Action	Johnson	Douglass	Mills	Pfeifle
AIR 50A	Air Conditioning and Refrigeration Theory	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
AIR 50B	Residential Air Conditioning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
AIR 51A	Residential Heating and Ventilation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
AIR 51B	Commercial and Industrial Heating and Air Conditioning	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
AIR 53	Basic Electricity for A/C & Refrigeration	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
ENE 51	Blueprint Reading	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y	Y
ENE 60	Math for Engineering Technology	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
MUS 32A	Class Piano I	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y	Y
MUS 32B	Class Piano II	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y	Y
MUS 32C	Class Piano III	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y	Y

Y = "Yea" N = "Nay" Blank = Abstained

District Curriculum Committee Votes by Member 09/17/2019

Courses

Course Major Modifications

		M	N	R	Action	Johnson	Douglass	Mills	Pfeifle
MUS 32D	Class Piano IV	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y	Y

Distance Education

		M	N	R	Action	Johnson	Douglass	Mills	Pfeifle
ARA 3DE	Arabic 3	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y	Y
CHI 1DE	Chinese 1DE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y	Y
CHI 2DE	Chinese 2DE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Approved	Y	Y	Y	Y

New Courses

		M	N	R	Action	Johnson	Douglass	Mills	Pfeifle
AIR 50C	Residential Installation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
AIR 51C	Commercial and Industrial Refrigeration	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
AIR 51D	Building Automation and Control Systems	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
AIR 850D	EPA Preparation and Certification	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
APP 450	Apprenticeship Work Experience	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Approved	Y	Y	Y	Y
PDS 801	Leadership Skills	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
PDS 802	Supervisory Skills	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
PDS 803	Increasing Productivity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
PDS 804	Motivating Yourself and Others	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
PDS 805	Difficult Conversations	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
PDS 806	The Art of Negotiating and Collaborating	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
PDS 807	Personality Styles and Difficult Relationships	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
PDS 808	Critical Thinking, Problem Solving and Decision Making	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
PDS 809	Business Writing in a Technological World	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
PDS 810	Time Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
PDS 811	High Impact Presentations and Proposals for the Work Place	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
PDS 812	Workplace Communication Strategies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
PDS 813	Best Practices in Customer Service	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
PDS 814	Closing Techniques That Win the Sale	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y

Courses

New Courses

		M	N	R	Action	Johnson	Douglass	Mills	Pfeifle
PDS 815	Winning Sales Scripts	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
REA 882	Reading Skills and Strategies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y

Disciplines

Discipline Inclusions

		M	N	R	Action	Johnson	Douglass	Mills	Pfeifle
PDS	Professional Development Studies	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y

Programs

New Programs

		M	N	R	Action	Johnson	Douglass	Mills	Pfeifle
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Certificate

CIS	Information Technology Model Curriculum (Certificate/State)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y
CIS	IT Technician Pathway: IT Systems Specialist	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y	Y
LOT	Optoelectronics	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y	Y

Non-Credit Certificate

ACC	Accounting Basics for Small Business	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Approved	Y	Y	Y	Y
CIS	Internet of Things (IoT): Embedded Systems & Microcontrollers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y	Y
PDS	Customer Relations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y	Y
PDS	Customer Relations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y	Y
PDS	Emerging Leaders	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y	Y
PDS	Emerging Leaders	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y	Y
PDS	Enterprise Communication	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y	Y
PDS	Enterprise Communication	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y	Y
PDS	Sales Techniques	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y	Y
PDS	Sales Techniques	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y	Y
PDS	Workplace Essentials	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y	Y
PDS	Workplace Essentials	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Hold	Y	Y	Y	Y

Programs

Program Modifications

		M	N	R	Action	Johnson	Douglass	Mills	Pfeifle
Certificate									
ENE	Engineering Graphics	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Approved	Y	Y	Y	Y
Degree & Certificate									
CUL	Culinary Arts	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hold	Y	Y	Y	Y