

OHLONE COMMUNITY COLLEGE DISTRICT  
**CURRICULUM COMMITTEE – ISSUES MINUTES**

Monday, February 2, 2009  
3:00 – 5:00 p.m.  
Room 1407 – Fremont Campus  
Room NC-1317 – Newark Campus

**PRESENT:** Rachel Sherman, Carrie Dameron, Kimberly Robbie, Michael Bowman, Jon Degallier, Brenda Ahnholz, Chris Warden, KG Greenstein, Kathy Sparling, VP Singh, Barbara Duggal, Yvette Niccolls, Jeff Watanabe, Dave Topham, Yvonka Headly, Gary Mishra, Wayne Takakuwa, Dr. Jim Wright, Shelley Lawrence

**APPROVAL OF MINUTES:**

December 1, 2008

**Revision to minutes:**

- Move Warden from “Management to “Members”;
- Note that ATHL-268 and ATHL-100 will have ATHL-380 as Corequisite, though not on memo. Will have to link sections for those sections that rolled over for 2009 Summer / Fall.
- ATHL-380 will not be attached to ATHL-110A3 nor ATHL-122A3, but will be added to ATHL-101A3, ATHL-112A3, ATHL-100, ATHL-268.
- ATHL major revisions were “pulled” from the current list, but were approved after discussion.
- CNET-116 – approved without cross-references.

**Chris Warden made the motion to approved the December 1, 2008 minutes with the above mentioned revisions, seconded by VP Singh. Motion carried.**

**CHAIR’S REPORT: Postponed until March**

Curriculum Committee Chair Report Fall 08  
February 2, 2009

1. Status of Departments up for 6-year course review:

**Fall 08** - All departments still in process. Due to finish SP09.

Administration of Justice	Journalism
Consumer Family Science	Speech
Early Childhood Studies	

**Spring 09** - New

Art (and contd. next Fall 09)	Graphic Arts	Kinesiology
Athletics	Interior Design	Multimedia

2. Validation Form / Pre & Co-Requisites

- New form to be created in CurricUNET; combine Entry Knowledge and Requisites areas.

3. Other Programming Issues/Plans

- New AF (All Fields) form (created to address cut & paste problems which were copying over original active courses). Still a problem (will try to get them to block access to pencil area for Active courses).

- Cross-Reference Primary indication needed in CurricUNET.

- Make Launching a one-step process.

4. Plans to Update Website

- FAQ's  
- Sample Course Outlines (updated, with explanations...)

5. GE Additional Approvals form (we're still inconsistent on our re-upping policy; revisit this...)

6. 2009 Curriculum and SLO Institute in Anaheim July 09.

**MINOR REVISIONS: (INFORMATIONAL)**

- CNET 184**      **Advanced Switching (Cisco Networking Academy CCNP III) – George Wong**  
**Catalog Description:** Change exam from 642-811 to 642-812; **class schedule** remove the word routing; revision to outline; methods of instruction; updated textbook
- CS 104A**      **Introduction to .NET Programming – Dave Topham**  
Title change from Visual-Basic .NET Programming; change grading option to GR from GC; **Catalog Description:** This course covers the skills necessary to create structured Windows Applications. The class uses C# for design and development. Topics covered will include language syntax, event-driven programming, structured programming, most of the standard tools, and user interface strategies. This course is intended for a general audience with no programming experience. **Class Schedule Description:** Introduction to event-driven programming in the Windows environment using .NET. Minor revision to student learning outcomes (removing reference to Visual Basic); outline; course assignments; methods of evaluation/assessment; textbook (All were minor changes removing the reference to Visual Basic)
- HLTH 120**      **Mind-Body Balance – Deb Parziale**  
**Catalog Description:** This experiential course invites participants to integrate mind-body techniques into their life to promote relaxation, balance and mindfulness. Mind-body techniques include meditation, breath work, biofeedback, imagery, reflective drawing, journaling, nutrition, time management, assertiveness, and exercise. This course focuses on the art of self-care. Registered Nurses and Licensed Vocational Nurses will receive thirty continuing education hours upon successful course completion. **Class Schedule Description:** Nurture yourself through the use of mind-body techniques for relaxation, balance, and mindfulness! Revision to counselor description; course outline; assignments; methods of evaluation/assessment;
- HLTH 130**      **Acupressure Connection I – Deb Parziale**  
Change disciplines from AH to HLTH; Add to catalog descriptions end “hours upon successful course completion.” **HLTH-130 should be cross-referenced with AH-130 and AH-130 will remain the primary course because of the vocational nature of the course. Pulled from agenda and will be tabled until the March 2nd meeting.**
- TAG 181A**      **Conversational Tagalog – Wayne Takakuwa**  
Change grading option from GC to GR; add advisory of ENGL-151B and ENGL-163; outline; methods of instruction

**MAJOR REVISIONS: (APPROVAL - CONSENT)**

- ASL 150**      **Linguistics of ASL – Sandra Klopping**  
Revision to prerequisite: delete ASL-102A and 102B and replace it with ASL-103A and ASL-103B and ENGL-151B; change repeatability to 1 time minor revision to counselor information; student learning outcomes; course outline; assignments; methods of evaluation/assessment; methods of instruction; updated textbook
- ASL 157**      **ASL Storytelling – Sandra Ammons**  
Change repeatability to 2 times; Grading option to GR; remove prerequisite from ASL-102A and 102B to ASL-103B; deletion from catalog description of Formerly ASL-189); **Class Schedule Description:** Course in storytelling including use of ASL principles and general styles. Taught in ASL only. Revision to: student learning outcomes; course outline; assignments; methods of evaluation/assessment; methods of instruction

**Pull ASL-150 and ASL-157 and tabled until repeatability issues can be resolved. Cannot make an exclusive lecture course as repeatable.**

- ENGI 115**      **Engineering Graphics and Design – Gary Mishra**  
Title change from: Engineering Communication; remove prerequisite of ENGL-163; add prerequisite of MATH-151; **Catalog Description:** This course covers the principles of graphic expression by means of technical sketching and computer aided drafting. Revision to counselor description; student learning outcomes; course outline; course assignments; methods of evaluation/assessment; methods of instruction; textbook

**ENGI-115 needs prerequisite validation form. Change MATH-151 to Advisory. Yvonka Headley made the motion to approve ENGI-115 as revised, seconded by Barbara Duggal. Motion carried.**

**NEW COURSES: (APPROVAL)**

- INT 245 Phantom Interpreting – Shelley Lawrence**  
**1.00 unit      3.00 hrs lab      Grade: GR**  
**Corequisite:** Students must also be enrolled in INT-253, 227 and the 199 courses offered.

Tabled

**COURSE DEACTIVATION: (APPROVAL)**

AH-111 Medical Terminology (Gale Carli)

Chris Warden moves to approve the deactivation of AH-111, seconded by Yvonka Headley. Motion carried.

**PROGRAM REVISIONS:(INFORMATIONAL)**

ENVS AS Degree Name Change (Narinder Bansal).  
From Environmental Studies to Environmental Science

AS in Environmental Studies will become AS in Environmental Science per California Community College Chancellor's Office.

**ADDITIONAL APPROVALS: (INFORMATIONAL)**

**GENERAL EDUCATION:**

None

**DISTANCE LEARNING:**

None

**ISSUES: (INFORMATIONAL)**

- Sub-Committee Chair Reports from:
  - **GE – Brenda Ahnholz** (letter was attached to email in PDF)
    - Presented new AP chart that would approve acceptance of AP exams to meet areas of GE.
    - **Yvonka Headly made the motion to approve that the Curriculum Committee recommend acceptance of AP exams to meet Plan A GE, seconded by Barbara Duggal. Unanimous approval**

**Ohlone College - General Education Subcommittee  
Semester Summary for Fall 2008 and Goals for Spring 2009  
Date February 2, 2009**

**Membership & Meetings**

**Members:** Sara Cooper – Social Science, Chris Warden – PE, Rachel Sherman – English and Curriculum Chair, K.G. Greenstein – Library and Information Competency, Shelley Lawrence – Interpreters Education, Deaf Studies & Cultural Diversity, Kenn Waters - Counseling, Jon Degallier – Computer Science and Distance Education, and Luc Desmedt – Physics

**Missing Member(s):** a faculty member from Fine Arts & Humanities

**Chair:** Brenda Ahnholz

**Non-voting Members:** Michael Bowman, Heidi Barkow, Bob Ortt and Janet Baldini

**Meetings last semester:** September 15, October 13, and November 10, 2008

**Courses approved:** ENVS 103 (Area VI), ENGL 117 (Area IIIB), ENGL 118 (Area IIIB), CHIN 102A (Area IIIB), HIST 119B (Area VI), SPCH 101 (Area IVB), and SPCH 103 (Area II)

**Issues/Motions Approved:** (1) GE has made a formal recommendation to the Curriculum Committee and Faculty Senate that Ohlone College approve the acceptance of Advanced Placement exams with a minimum score of 3 to meet area requirements for the Plan A general education. Further discussion clarified that the GE Committee would be responsible for identifying which area(s) would be met by which AP exams and that some areas (notably Cultural Diversity and Information Competency) might not be met by any of the AP exams. Additionally, approval of AP exams to meet general GE areas does not also approve any course equivalencies, so it remains within the authority of discipline faculty to approve the acceptance of AP exams, the minimum scores, and course equivalencies to meet major requirements and prerequisite or corequisite requirements.

**Goals for Spring Semester 2009:** (1) Revise GE Philosophy and (2) Revise Information Competency review and acceptance process in CurricUNET in GE approval process in efforts to embed the GE Information Competency requirement into more courses such certain as ENGL and SPCH courses (3) Approve new and review existing courses for GE approval during the Course Review Process (4) Continue to dialog about meaning assessment of GE

- **DE – Jon Degallier**
  - Problems with Distance Education form in CurricUNET
  - Recommends orientation for instructors teaching online courses
  - Need to work closely with Deans to insure that faculty selected to teach online are really qualified
  - Committee meetings now held online with cccconfer

- Will be involved in WebCT test pilot program
- New courses approved for distance education
- Brenda Ahnholz pointed out that courses approved for distance education that are going through course review must be reapproved for online offerings
- Dr. Wright suggests creating guidelines written to evaluate "minimum qualifications" to teach an online course. May even have a summer institute for e-faculty to learn and share experiences, learn best practices

### **Distant Education Committee Fall 08 Report to the Curriculum Committee:**

#### **September 08:**

DE committee still has problems with CurricUNET DE form items. Presently, online experience requirements for the form has more to do with the person creating or modifying the course, rather than whoever ends up teaching the course.

Status: to be addressed and modified

#### **October:**

Discussion to improve the quality of online education:

1 – there is no current required preparation/orientation for a new online instructor

2 - flex day activity was talked about, which led to this spring semester's Friday panel on discussion boards

There was a scare about online authentication ruling, but that was mainly a wording problem from DC politicians creating the bill. It appears that the issue is being resolved by proposing prudent online pedagogy, which recognizes student identity from multiple interaction methods.

#### **November:**

Many classes were approved for DE in an emergency basis by DE chair using unofficial criteria, which worked in this situation: "had the instructor creating the class prior experience or training with online education?". In this case they all did, therefore simplifying the task. Still a better method needs to be formalized.

One problem with approving online classes is that the dean ultimately makes assignment - so the criteria is not clear.

The committee discussed inviting deans for a briefing as to who should teach online. Committee needs to draw the standard first.

#### **December:**

The DE is learning how to use cccconfer for meetings. The February meeting will be completely online.

It was proposed that courses (to be approved by DE) be brought to committee for discussion

On WebCT/BB: There are plans for a team of instructors to test-pilot the NG (Next Generation) BB product and give their recommendations to the committee.

<http://goingthedistance.pbwiki.com/FrontPage>

- **SLOA - Carrie Dameron**
  - Finalized chart
  - Assessed SLO rubric
  - Worked with planning task force on glossary
  - Did skit!
  - Work on Program Review module for CurricUNET in spring, will meet with counselors, student services, and complete WASC annual report.

### **SLOA 2008-2009 Committee Report**

Members: Carrie Dameron (coordinator), Chris Warden, Deb Parziale, Jon Degallier, Poonam Khare, Rachel Sherman, Steve Bitzer, Susan Myers, Mike Bowman, Yvette Niccolls

#### **Activities:**

- ◆ Finalized SLOA Committee Charter
  - ◆ Assessed Ohlone's SLOA Rubric for Evaluating Institutional Effectiveness - Part III: Student Learning Outcomes (completed—ongoing)
  - ◆ Collaborate on CurricUNET Program Review (ongoing)
  - ◆ Collaborated with Planning Task Force for completion of Glossary of Planning Terminology (complete)
  - ◆ Educated the faculty/staff on SLOA process through a skit "Student Learning Outcomes for Dummies"(completed "whew!")
- AP Score Changes Discussion (Brenda Ahnholz, Yvonka Headley and Wayne Takakuwa)

- Kenn Waters moved that a recommendation be put forth from the GE Committee to the Curriculum Committee and to the Academic Senate that Ohlone College approve the acceptance of Advanced Placement exams with a minimum score of 3 to meet area requirements for the Plan A general education. Further discussion clarified that the GE Committee would be responsible for identifying which area(s) would be met by which AP exams and that some areas (notably Cultural Diversity and Information Competency) might not be met by any of the AP exams. Additionally, approval of AP exams to meet general GE areas does not also approve any course equivalencies, so it remains within the authority of discipline faculty to approve the acceptance of AP exams, the minimum scores, and course equivalencies to meet major requirements and prerequisite or corequisite requirements.
- Open Source Texts Discussion (KG Greenstein)
  - **Faculty-developed online texts and resources to supplement increasingly expensive textbooks supported by thespians Kathy Sparling, Carrie Dameron, and KG Greenstein.**
  - **Open Education Resources National infrastructure available from Lesley Buehler or K.G. Greenstein, or from [www.maketextbooksaffordable.org](http://www.maketextbooksaffordable.org). Recommend that similar proposal be presented at Fall Flex.**
- AA Degrees and Transcripts Proposed Changes (Yvonka Headley) - **Tabled**
- Liberal Arts General Degree Proposed Changes -- Tagalog (Yvonka Headley) - **Tabled**

**Memo**

November 20, 2008

From: Counseling Department

To: Curriculum Committee

Re: Proposal for AA General Degrees

Based on a discussion at the September 23, counseling department meeting, and after determining from Stephanie Low at the Systems Office that the following decisions can be made at the local level, the counseling department would like to propose the following changes in regards to the five AA General Degrees (in Business, Liberal Arts, Fine Arts, Natural Science, and Social Science):

1. Adding "Area of Emphasis" to student transcript and degree.
2. Adding "Area of Concentration" to student transcript and degree.
3. Allowing students to apply for more than one General Focus AA degree.

**Memo**

To: Curriculum Committee  
 From: Mandy Yip, Counseling Department  
 CC: Martha Brown  
 Date: April 30, 2009  
 Re: Propose changes to the General Focus Degrees

**Propose adding the courses to the following General Focus Degrees:**

1. **All transferable AJ courses to the Social Science Degree**  
 AJ 101, 102, 104, 106, 107, 115, 116, 117, 118, 119, 120, 123, 131, 150, 195A1,2,3,4
2. **All transferable ASL courses to the Liberal Arts Degree – Language Emphasis**  
 ASL 101A, 101B, 102A, 102B, 103A, 103B, 104A, 104B, 140, 142, 145, 150, 181A, 181B

3. **All TAG (Tagalog) courses to the Liberal Arts Degree – Language Emphasis**  
TAG 181A & 181B

AP Examination	Ohlone AA/AS (Plan A) Applicability				CSU/GE (Plan B) Applicability			IGETC (Plan C) Applicability		
	Minimum Score	Total Semester Units Awarded	Units/GE Area	Ohlone Equivalent	Minimum Score	Total Semester Units Awarded	Units/GE Area	Minimum Score	Total Semester Units Awarded	Units/GE Area
Art, History	3,4 <sup>5</sup>	6	3 units/Area IIIA	ART-104A and ART-103B	3	6	3 units/Area C	3	5.3	3 units/Area 3
Art, Studio	3	3	3 units/Area IIIB		3	3	N/A	3	5.3	N/A
Biology	3	6	3 units/Area I	BIOL-130	3	6	4 units/Area B2 and B3	3	5.3	3 units/Area 5B and lab
Calculus AB <sup>2</sup>	3	3	3 units/Area IVB and Area IVC	MATH-101A	3	3	3 units/Area B4	3	2.7 <sup>4</sup>	3 units/Area 2
Calculus BC <sup>2</sup>	3	6	3 units/Area IVB and Area IVC	MATH-101A and MATH-101B	3	6	3 units/Area B4	3	5.3	3 units/Area 2
Chemistry	3	6	3 units/Area I	CHEM-106A <sup>1</sup>	3	6	4 units/ Area B1 and B3	3	5.3	3 units/Area 5A and lab
Chinese Language and Culture	3	6	3 units/Area IIIB		3	6	3 units/Area C	3	5.3	3 units/Area 3 and Area 6
Comparative Government and Politics	3	3	3 units/Area II		3	3	3 units/Area D	3	2.7 <sup>4</sup>	3 units/Area 4
Computer Science A <sup>2</sup>	3	3	3 units/Area IVB		3	3	N/A	3	1.3	N/A
Computer Science AB <sup>2</sup>	3	6	3 units/Area IVB		3	6	N/A	3	2.7	N/A
English Language	3,4 <sup>5</sup>	6	3 units/Area IVA	ENGL-101A	3	6	3 units/Area A2	3	5.3	3 units/Area 1
English Literature	3	6	3 units/Area IIIB and Area IVA		3	6	6 units/Area A2 and C2	3	5.3	3 units/Area 1 or Area 3
Environmental Science	3	4	3 units/Area I		3	4	4 units/Area B1 and B3	3	2.7 <sup>4</sup>	3 units/Area 5A and lab
European History	3	6	3 units/Area II or Area IIIB		3	6	3 units/Area C or Area D	3	5.3	3 units/Area 3 or Area 4
French Language	3	6	3 units/Area IIIB	FREN-101A	3	6	3 units/Area C	3	5.3	3 units/Area 3 and Area 6
French Literature	3	6	3 units/Area IIIB		3	6	3 units/Area C	3	5.3	3 units/Area 3 and Area 6
German Language	3	6	3 units/Area IIIB		3	6	3 units/Area C	3	5.3	3 units/Area 3 and Area 6

Human Geography	3	3	3 units/Area II		3	3	3 units/Area D	3	2.7 <sup>4</sup>	3 units/Area 4
Italian Language and Culture	3	6	3 units/Area IIIB		3	6	3 units/Area C	3	5.3	3 units/Area 3 and Area 6
Japanese Language and Culture	3	6	3 units/Area IIIB		3	6	3 units/Area C	3	5.3	3 units/Area 3 and Area 6
Latin Literature	3	6	3 units/Area IIIB		3	6	3 units/Area C	3	2.7 <sup>4</sup>	3 units/Area 3 and Area 6
Latin: Vergil	3	3	3 units/Area IIIB		3	3	3 units/Area C	3	2.7 <sup>4</sup>	3 units/Area 3 and Area 6
Macroeconomics	3	3	3 units/Area II		3	3	3 units/Area D	3	2.7 <sup>4</sup>	3 units/Area 4
Microeconomics	3	3	3 units/Area II		3	3	3 units/Area D	3	2.7 <sup>4</sup>	3 units/Area 4
Music Theory	3	6	3 units/Area IIIA or Area IIIB		3	6	3 units/Area C	3	5.3	N/A
Physics B <sup>3</sup>	3	6	3 units/Area I	PHYS-108	3	6	4 units/Area B1 and B3	3	5.3	3 units/Area 5A and lab
Physics C (electricity / magnetism) <sup>3</sup>	3	4	3 units/Area I		3	4	4 units/Area B1 and B3	3	2.7 <sup>4</sup>	3 units/Area 5A and lab
Physics C (mechanics) <sup>3</sup>	3	4	3 units/Area I		3	4	4 units/Area B1 and B3	3	2.7 <sup>4</sup>	3 units/Area 5A and lab
Psychology	3	3	3 units/Area II	PSY-101	3	3	3 units/Area D	3	2.7 <sup>4</sup>	3 units/Area 4
Spanish Language	3	6	3 units/Area IIIB	SPAN-101A	3	6	3 units/Area C	3	5.3	3 units/Area 3 and Area 6
Spanish Literature	3	6	3 units/Area IIIB		3	6	3 units/Area C	3	5.3	3 units/Area 3 and Area 6
Statistics	3	3	3 units/Area IVB and Area IVC	MATH-159	3	3	3 units/Area B4	3	2.7 <sup>4</sup>	3 units/Area 2
US Government and Politics	3,4 <sup>5</sup>	3	3 units/Area II	PS-102	3	3	3 units/Area D and US-2	3	2.7 <sup>4</sup>	3 units/Area 4
US History	3	6	3 units/Area II	HIST-117A and HIST-117B	3	6	3 units/Area C or Area D, and US-1	3	5.3	3 units/Area 3 or Area 4
World History	3	6	3 units/Area II or Area IIIB		3	6	3 units/ Area C or Area D	3	5.3	3 units/Area 3 or Area 4

<sup>1</sup> Requires submission of high school lab notebook to receive credit

<sup>2</sup> If a student passes more than one exam in calculus or computer science, only one exam may be applied to a degree

<sup>3</sup> If a student passes more than one exam in physics, only 6 units may be applied to the degree and only 4 units applied to CSU/GE certification and only 3 units applied to IGETC certification

<sup>4</sup> Only 2.7 units are awarded toward the degree, but the successful completion of the exam will meet the 3-unit requirement of the IGETC area

<sup>5</sup> A score of 3 or higher is required to meet Plan A GE requirements; to meet major requirements requires a score of 4 or higher

**ADJOURN: 5:15 p.m.**