CALL TO ORDER
3:07 pm

MEMBERS PRESENT
Mike Taguchi (Chair), Dr. Maru Grant, Gary Kauf, Robin Kurotori, Isabel Reichert, Dr. Luba Voloshko

MEMBERS ABSENT
Jesse MacEwan, Shasawka Nudurapati (Student), Sheida Parvasi, Sima Sarvari

NON-VOTING MEMBER PRESENT
Lesley Buehler, Dr. Andrew LaManque, Mark Lieu, Connie Olsen, Kimberly Robbie, Lori Silverman

MINUTES TAKEN BY
Jacqlyn Vetter, Curriculum and Scheduling Specialist (25%)

AGENDA MODIFICATIONS (Information)
None

APPROVAL OF MINUTES (Consent/Information)
• Revision to December 2, 2019 minutes
  o The December 2019 minutes need to be revised to indicate that Ron Sha, discipline faculty, has subsequently decided to rescind the revisions to the NSA Cybersecurity Certificate of Accomplishment that were approved at the December 2019 meeting. For the 2020-2021 catalog this certificate of accomplishment will appear identically as it appears in the 2019-2020 catalog. Discipline faculty will work to deactivate the current Cybersecurity Certificate of Accomplishment and create a new NSA Cybersecurity Certificate of Achievement that is at least 50% different from the Network Administrator Certificate of Accomplishment. Approval would be effective for Fall 2021 at the earliest.

Motion to approve December 2, 2019 minutes revision made by Robin Kurotori, seconded by Gary Kauf. Motion carried.

• February 3, 2020 minutes

Motion to approve February 3, 2020 minutes with minor revisions made by Robin Kurotori, seconded by Isabel Reichert. Motion carried.

CHAIR’S REPORT (Action/Information)
• Update on CCCCO requirement regarding certificates of achievement
  o In March 2019 a memorandum was sent from the Chancellor’s Office stating that changes have been made to unit requirements for certificates of achievement and colleges now need to submit for CCCCO approval those certificates of accomplishment with 16.0–17.5 units. certificate of achievements. The other option is for discipline faculty to decrease the unit value on the certificate so the certificate can remain a certificate of accomplishment.
  o Mike shared a list of the impacted certificates of accomplishment.
  o Mike will be asking Curriculum Committee members to reach out to respective faculty that have certificates of accomplishment that need to be changed. Collaborative efforts made between faculty and Curriculum Committee members are encouraged.
• 2020-2021 Curriculum Committee membership
  o A PDF was sent to current Curriculum Committee members to see if they would continue to serve for the 2020-2021 year. It was finalized during the meeting that all members are returning for the 2020-2021 year.
Curriculum Committee membership representation
  • This will be addressed later in the semester.

ARTICULATION UPDATES
None

SELECTED TOPICS (Consent/Action)
None

MINOR COURSE REVISIONS - CREDIT (Consent/Information)

BRDC-136  Shooting for Cinema and Broadcast – Gary Kauf
Change title from Digital Video and Lighting. Change catalog description: Students learn to shoot professional-quality video and develop skills in visual storytelling for cinema, broadcast, and electronic media; and learn 3-point LED lighting and recording audio using shotgun and hand mikes. A 16 GB SD (Secure Digital) Memory Card, class 10 is required. Change class schedule description: Students learn to shoot professional-quality video and develop skills in visual storytelling for cinema, broadcast, and electronic media, as well as using 3-point lighting and recording audio. 16 GB SD (Secure Digital) Memory Card, class 10 required. Revise counselor information; course content; course assignments; methods of instruction; supplies.

ESL-181LS  Listening and Speaking, Level I (Low Intermediate) – Connie Olsen
Change title from Listening and Speaking, Level I. Change class schedule description: This course is designed to develop communication skills in American English. The course is open to students whose native language is not English. There is practice in the skills of listening and speaking with an emphasis on fluency and vocabulary development. Not applicable to associate degree. Revise counselor information; course content; textbooks.

MINOR COURSE REVISIONS - NONCREDIT (Consent/Information)

ESL-981LS  Listening and Speaking, Level I (Low Intermediate) – Connie Olsen
Change title from Listening and Speaking, Level I. Change grading option from NG to GC. Change class schedule description: This noncredit course is designed to develop communication skills in American English. The course is open to students whose native language is not English. There is practice in the skills of listening and speaking with an emphasis on fluency and vocabulary development. Not applicable to associate degree. Revise counselor information; course content; course assignments; textbooks.

DEACTIVATIONS (Consent/Action)

These courses have not been taught in several years:
ARMY-101A  Leadership – Ghada Masri
ARMY-101B  Introduction to Tactical Leadership – Ghada Masri
ARMY-102A  Innovative Team Leadership – Ghada Masri
ARMY-102B  Foundations of Tactical Leadership – Ghada Masri

These courses will no longer be taught:
AF-101A  Foundations of the U.S. Air Force – Ghada Masri
AF-101B  Foundations of the U.S. Air Force – Ghada Masri
AF-102A  The Evolution of the U.S. Air Force – Ghada Masri
AF-102B  Evolution of the U.S. Air Force and Space Power – Ghada Masri

Motion to approve course deactivations made by Robin Kurotori, seconded by Luba Voloshko. Motion carried.

SUBCOMMITTEE APPROVALS/REPORTS

Distance Education Subcommittee (Action)

DE Update – Robin Kurotori, Distance Education Subcommittee Chair
  • DE Effective Contact Policy report and news update
    o Specific criteria of effective contact has been provided for faculty as a resource.
Motion to approve effective content policy made by Gary Kauf, seconded by Isabel Reichert. Motion carried.

Approved for Hybrid and Fully Online:
None

Approved for Hybrid Only:
MATH-101C  Calculus with Analytic Geometry
MATH-156  Math for Liberal Arts

Motion to approve all hybrid only courses made by Maru Grant, seconded by Luba Voloshko. Motion carried.

General Education Subcommittee (Action)
Reaffirmations:
- Area IVB, Analytical Thinking and Oral Communication: MATH-101C, MATH-156
- Area IVC, Math Proficiency: MATH-101C, MATH-156

New Approvals: None

Deny Reaffirmations: None

Deny New Approval: None

Remove from Plan A: None

Motion to approve all GE courses made by Robin Kurotari, seconded by Isabel Reichert. Motion carried.

Student Learning Outcomes and Assessment
None

COURSE REACTIVATION (Consent/Action)
None

MAJOR COURSE REVISIONS - CREDIT (Consent/Action)

ESL-182LS  Listening and Speaking, Level II (Intermediate) – Connie Olsen
Change title from Listening and Speaking, Level II. Add prerequisite: or ESL-981LS or placement through the ESL placement process. Remove prerequisite: or placement through the ESL Placement Test. Change catalog description: This course is designed to develop communication skills in American English, with an emphasis on fluency, vocabulary development, verb tenses, and basic sentence structure. The course is designed for non-native speakers of English. Not applicable to associate degree. Revise counselor information; course assignments; methods of instruction; textbooks.

ESL-182RW  Reading and Writing, Level II (Intermediate) – Connie Olsen
Add prerequisite: or ESL-981RW. Revise counselor information; course assignments; methods of evaluation.

ESL-183LS  Listening and Speaking, Level III (High Intermediate) – Connie Olsen
Change title from Listening and Speaking, Level III. Add prerequisite: or ESL-982LS or placement through the ESL placement process. Remove prerequisite: and/or an appropriate score on the ESL Placement Test. Change catalog description: This course is designed to help non-native speakers develop high-intermediate listening and speaking skills in American English, with an emphasis on fluency, comprehension, vocabulary development, verb tenses, beginning note-taking, and sentence structure. Not applicable to associate degree. Change class schedule description: Students develop listening and speaking skills in idiomatic and academic English. The focus of this course is on fluency, comprehension, and vocabulary. Not applicable to associate degree. Revise counselor information; course assignments; methods of evaluation; methods of instruction.
ESL-183RW  Reading and Writing, Level III (High Intermediate) – Connie Olsen  
Add prerequisite: or ESL-982RW. Revise counselor information; course assignments; methods of evaluation.

ESL-184LS  Listening and Speaking, Level IV (Advanced) – Connie Olsen  
Change title from Listening and Speaking, Level IV. Add prerequisite: or ESL-983LS or placement through the ESL placement process. Remove prerequisite: or appropriate score on the ESL Placement Test. Change catalog description: This course is designed to develop advanced listening and speaking skills for academic purposes. The course includes practice in listening, note-taking, and responding to academic lectures and other presentations (e.g., Ted Talks) through group discussions, debates, oral presentations, and impromptu speeches. Attention is paid to aural/oral fluency, vocabulary development, and strategies for successful interaction in an academic or professional context. This is the fourth and highest level of the ESL listening/speaking sequence. Not applicable to associate degree. Change class schedule description: Students develop advanced listening and speaking skills for academic and professional purposes. Not applicable to associate degree. Revise counselor information; student learning outcomes; textbooks.

ESL-184RW  Reading and Writing, Level IV (Advanced) – Connie Olsen  
Add prerequisite: or ESL-983RW. Revise counselor information; course assignments; methods of evaluation.

Motion to approve credit major course revisions made by Robin Kurotori, seconded by Isabel Reichert. Motion carried.

MAJOR COURSE REVISIONS - NONCREDIT (Consent/Action)

ESL-981RW  Reading and Writing, Level I (Low Intermediate) – Connie Olsen  
Change title from Reading and Writing, Level I. Remove prerequisite: or ESL-181RW or placement through the ESL placement process. Add advisory: Placement through the ESL placement process. Change catalog description: This noncredit course is designed to develop basic reading, vocabulary, grammar, and paragraph-writing skills in American English. The course is part of the first level of the ESL sequence, and is designed for non-native speakers of English who can already read, write, and communicate in simple English related to everyday life. Not applicable to associate degree. Change class schedule description: This noncredit course provides basic reading, vocabulary, grammar, and paragraph-writing skills for students who can already read, write, and speak some English. Not applicable to associate degree. Revise student learning outcomes; course content; course assignments; methods of evaluation; methods of instruction; textbooks.

ESL-982LS  Listening and Speaking, Level II (Intermediate) – Connie Olsen  
Change title from Listening and Speaking, Level II. Add prerequisite: or ESL-181LS or placement through the ESL placement process. Remove prerequisite: or appropriate score on the ESL Placement Test. Change catalog description: This noncredit course is designed to develop communication skills in American English, with an emphasis on fluency, vocabulary development, verb tenses, and basic sentence structure. The course is designed for non-native speakers of English. Not applicable to associate degree. Revise counselor information; course assignments; methods of instruction; textbooks.

ESL-982RW  Reading and Writing, Level II (Intermediate) – Connie Olsen  
Change title from Reading and Writing, Level II. Add prerequisite: or ESL-181RW or placement through the ESL placement process. Remove prerequisite: or appropriate score on the ESL Placement Test. Change catalog description: This noncredit course is designed to develop reading, vocabulary, grammar, and writing skills, including the writing of long, well-developed paragraphs in American English. The course is part of the second level of the ESL sequence, and is designed for non-native speakers of English. Not applicable to associate degree. Change class schedule description: In this noncredit course students develop reading, vocabulary, grammar, and writing skills in American English, including the writing of well-developed paragraphs. Not applicable to associate degree. Revise counselor information; student learning outcomes; course content; course assignments; methods of evaluation; methods of instruction; textbooks.
ESH-983LS  Listening and Speaking, Level III (High Intermediate) – Connie Olsen
Change title from Listening and Speaking, Level III. Add prerequisite: or ESL-182LS or placement through the ESL placement process. Remove prerequisite: or appropriate score on the ESL Placement Test. Change catalog description: This noncredit course is designed to help non-native speakers develop high-intermediate listening and speaking skills in American English, with an emphasis on fluency, comprehension, vocabulary development, verb tenses, beginning note-taking, and sentence structure. Not applicable to associate degree. Change class schedule description: In this noncredit course students develop listening and speaking skills in idiomatic and academic English. The focus of this course is on fluency, comprehension, and vocabulary. Not applicable to associate degree. Revise counselor information; course assignments; methods of evaluation; methods of instruction.

ESH-983RW  Reading and Writing, Level III (High Intermediate) – Connie Olsen
Change title from Reading and Writing, Level III. Add prerequisite: or ESL-182RW or placement through the ESL placement process. Remove prerequisite: or appropriate score on the ESL Placement Test. Change catalog description: This noncredit course is designed to develop reading, writing, vocabulary, and grammar skills for academic English, including an introduction to writing essays. The course is part of the third level of the ESL sequence, and is designed for non-native speakers of English. Not applicable to associate degree. Change class schedule description: In this noncredit course students develop academic reading, writing, vocabulary, and grammar skills, including an introduction to essay writing. Not applicable to associate degree. Revise counselor information; student learning outcomes; course content; course assignments; methods of evaluation; methods of instruction; textbooks.

ESH-984LS  Listening and Speaking, Level IV (Advanced) – Connie Olsen
Change title from Listening and Speaking, Level IV. Add prerequisite: or ESL-183LS or placement through the ESL placement process. Remove prerequisite: or appropriate score on the ESL Placement Test. Revise counselor information; textbooks.

ESH-984RW  Reading and Writing, Level IV (Advanced) – Connie Olsen
Change title from Reading and Writing, Level IV. Add prerequisite: or ESL-183RW or placement through the ESL placement process. Remove prerequisite: or appropriate score on the ESL Placement Test. Change catalog description: This noncredit course is designed to prepare non-native speakers of English for success in transfer-level English and other college courses. The focus is on reading analytically, thinking critically, and writing academic essays, with additional attention to grammar, vocabulary development, and oral communication. Not applicable to associate degree. Change class schedule description: In this noncredit course students develop advanced reading, writing, critical thinking, and grammar skills to prepare for entry into the English Department and other coursework. Not applicable to associate degree. Revise counselor information; student learning outcomes; course content; course assignments; methods of evaluation; methods of instruction; textbooks.

Motion to approve noncredit major course revisions made by Maru Grant, seconded by Luba Voloshko. Motion carried.

NEW COURSES – CREDIT (Action)
AJ-250  Active Shooter Response Training – Libby Flores - DENIED
27.00 hours lab
Units: 0.50
Prerequisites: AJ-220; Commission on Police Officer Standards & Training (POST) certified basic law enforcement academy diploma or equivalent as determined by the Dean of Academy Instruction. NOTE: Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. Familiarity with and ability to demonstrate all of these skills: officer safety, department policy, active shooter procedures, officer down procedures
This course provides students with a background on active shooter situations along with policies and procedures for responding to various active shooter emergencies. This course is POST certified. Not applicable to associate degree. (CR)

No motion made to approve AJ-250.
A representative for the course was not present to provide a rationale and address questions; additionally, the Curriculum Committee had a number of questions regarding the course content.
NEW COURSES – NONCREDIT (Action)

None

REQUISITES (Action)

<table>
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Motion to approved requisites made by Robin Kurotori, seconded by Gary Kauf. Motion carried.

DEGREES/CERTIFICATES (Action)

Deactivated Certificates and Degrees:
- Certificate of Completion: English as a Second Language
- Certificate of Accomplishment: Costuming
- Certificate of Accomplishment: Interior Design Basics
- Certificate of Accomplishment: Interior Design Communications
- Certificate of Accomplishment: Interior Design Technology
- Certificate of Accomplishment: Live Event Management
- Certificate of Accomplishment: Stage Craft

Revised Certificates and Degrees:
None

New Certificates and Degrees:
- Certificate of Competency: English as a Second Language
Deactivated Certificates and Degrees

English as a Second Language: Certificate of Completion – Connie Olsen
  Certificate is being converted to a Certificate of Competency.

Costuming: Certificate of Accomplishment – Matt O’Donnell
  Certificate no longer meets student need; no students have earned this certificate in many years.

Interior Design Basics: Certificate of Accomplishment – Deborah Ogden
  Certificate no longer meets student need; no students have earned this certificate in the past eight years.

Interior Design Communications: Certificate of Accomplishment – Deborah Ogden
  Certificate no longer meets student need; no students have earned this certificate in the past eight years.

Interior Design Technology: Certificate of Accomplishment – Deborah Ogden
  Certificate no longer meets student need; no students have earned this certificate in the past eight years.

Live Event Management: Certificate of Accomplishment – Matt O’Donnell
  Certificate no longer meets student need; no students have earned this certificate in many years.

Stage Craft: Certificate of Accomplishment – Matt O’Donnell
  Certificate no longer meets student need; no students have earned this certificate in many years.

Motion to approve deactivated certificates and degrees made by Robin Kurotori, seconded by Luba Voloshko. Motion carried.

New Degrees and Certificates

English as a Second Language: Certificate of Competency – Connie Olsen

The noncredit English as a Second Language (ESL) program offers eight courses each semester which address reading, writing, grammar, listening, speaking, and general communication skills. The goal of the ESL Certificate of Competency is to provide non-native learners of English with the English language skills and cultural knowledge they need in their academic studies, workplace, personal lives, or other pursuits. The Certificate of Competency in English as a Second Language (ESL) attests to a student's readiness for developmental and transfer-level English courses.

Requirements for certificate of competency:
  a. complete a minimum of two noncredit ESL courses, including ESL-984RW.
  b. complete all of the courses at Ohlone College.

Student Learning Outcomes
  1. Demonstrate the listening/speaking skills necessary to participate successfully in oral English exchanges in a variety of academic, personal, and/or professional settings.
  2. Demonstrate the reading/writing skills necessary to comprehend English texts intended for developmental (or higher level) English courses and write clear, coherent English paragraphs for academic and/or personal purposes.

MAJOR FIELD

ESL-984RW  Reading and Writing, Level IV (Advanced)  90
  Total Hours = 90

Complete a minimum of one course from the following courses:

ESL-981LS  Listening and Speaking, Level I (Low Intermediate)  90
ESL-981RW  Reading and Writing, Level I (Low Intermediate)  90
ESL-982LS  Listening and Speaking, Level II (Intermediate)  90
ESL-982RW  Reading and Writing, Level II (Intermediate)  90
ESL-983LS  Listening and Speaking, Level III (High Intermediate)  90
ESL-983RW  Reading and Writing, Level III (High Intermediate)  90
ESL-984LS  Listening and Speaking, Level IV (Advanced)  54
  Total Hours = 54-90
  Total Hours = 144-180
Motion to approve new degrees and certificates made by Robin Kurotori, seconded by Isabel Reichert. Motion carried.

Justification provided by Connie Olsen. Changing program from certificate of completion to certificate of competency, as a certificate of competency is the correct choice given the curriculum and goals of the certificate. An additional course was also added since the course was approved after the certificate of completion was approved.

ISSUES (Action/Information)

- Presentation on the relationship between courses, degrees, certificates, articulation, transfer, and dual enrollment – Isabel Reichert
  - The presentation is the start of conversations about the relationship between courses, certificates, articulation, transfer, and dual enrollment. How do things come together? Understanding the process. How a course can go further than just being a course?
  - Diablo Valley College has great training modules regarding articulation.

ANNOUNCEMENTS

- Screening/Norming Meeting: Monday, March 16, 3:00pm-5:00pm, Fremont campus 7104
- Issues Meeting: Monday, April 6, 3:00pm-5:00pm, Fremont campus 7101 and Zoom Video Conference

ADJOURNED

4:10pm