

Ventura County Community College District

2012-2013 Academic Year

District Technical Review Workgroup – Instructional (DTRW-I)

Meeting Notes

December 5, 2013 - 1:00 p.m. – 3:00 p.m.

MEETING NOTES APPROVED AT 1.23.14 DTRW-I MEETING

Members: Chancellor’s Designee: Erika Endrijonas, Chair, (OC)
 Faculty Co-Chair: Mary Rees, Co-chair (MC)
 Executive Vice Presidents: Erika Endrijonas (OC), Lori Bennett (MC), Gwendolyn Huddleston-Lewis (representing Daniel Seymour (VC))
 Faculty Co-Chairs of Curriculum Committees: Shannon Davis (OC), Jerry Mansfield (MC), Peter Sezzi (VC)
 Additional Faculty Member: Graciela Casillas-Tortorelli (OC)
 Articulation Officers: Shannon Davis (OC), Letrisha Mai (MC), Gloria Arevalo (VC)
 Academic Senate Presidents: Linda Kama’ila (OC), Mary Rees (MC), Peter Sezzi attending on behalf of Art Sandford (VC)
 Policy and Administrative Procedures: Clare Geisen (DAC) (Policy/procedure, Chancellor’s Cabinet Liaison/guest)

Absent: Lori Bennett, Graciela Casillas-Tortorelli, Clare Geisen, Jerry Mansfield, Art Sandford

Recorder: Laurie Nelson-Nusser

Notes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p>Approval of October 24, 2013 Meeting Minutes</p>	<p>Dr. Endrijonas welcomed everyone to DTRW-I and the meeting commenced at 1:05 pm.</p> <p>The meeting notes were approved with a minor change.</p> <p>Dr. Endrijonas provided an update regarding proficiency awards and presentation to Board members. Dr. Endrijonas will meet with the Chancellor to clarify details to be presented.</p>	<p>Meet with Chancellor</p>	<p>ASAP</p>	<p>Erika Endrijonas</p>
<p>CURRICULUM SUBMISSIONS</p>				
<p>New Degrees/Courses/Revised Courses</p>	<p>Curriculum Submissions:</p> <p><u>MOORPARK COLLEGE</u></p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p>Moorpark/Oxnard/Ventura Submissions</p>	<p>New Courses FTVM M03, Introduction to Media Aesthetics, 3 JOUR M05, Introduction to Visual Communication, 3 Recommendation: These new courses will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p><u>OXNARD COLLEGE</u> New Courses ADS R124, Ethics and Confidentiality for Alcohol/Drug Studies, 3 ANTH R116, Science, Technology, and Human Values, 3 ART R171, Survey of Modern Art, 3 ART R172, Art of the Ancient Americas, 3 AT R048, Smog Check Procedures, 3 BUS R100, Introduction to Entrepreneurship, 1 CNIT R198, Short Courses in Computer Networking/IT, 0.5-6 – this is an umbrella course for new experimental courses. CRM R102C, Catering Techniques, 4 CRM R198, Short Courses – Culinary Arts and Restaurant Management, 1-7 – this is an umbrella course for new experimental courses. GLOS R101, Introduction to Global Studies, 3 PLS R107, Family Law, 3 PLS R109, Communications and Case Management, 3 PLS R110, Criminal Law and Procedure, 3 PLS R120, Real Estate Law, 3 PLS R122, Immigration Law, 3 PLS R123, Employment Law, 3 Recommendation: These new courses will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p>Revised Courses ART R101 Art Appreciation, 3 ART R102, Art History I, 3</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p>ART R103, Art History II, 3 IDS R102, Science, Technology, and Human Values, 3 Recommendation: These revised courses will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently to the Board for full approval.</p> <p>New Programs AS-T in Film, Television, and Electronic Media AA in Global Studies AA-T in Studio Arts Recommendation: These new programs will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently the Board for full approval.</p> <p>Revised Programs AS and Certificate of Achievement in Business Management AS and Certificate of Achievement in Culinary Arts AA in Economics AS and Certificate of Achievement in Paralegal Studies AA-T in Psychology Recommendation: These revised programs will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently the Board for full approval.</p> <p>Deleted Programs AA in Mathematics Recommendation: The deletion of this program will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently the Board for full approval.</p> <p><u>VENTURA COLLEGE</u> New Degrees/Programs Associate in Arts Degree/Certificate of Achievement in Dance Pedagogy and Technique Associate in Arts Degree for Transfer in Geography Associate in Arts Degree for Transfer in Philosophy Associate in Science Degree/Certificate of Achievement in</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p>Architectural Science Certificate of Achievement in Architectural Technology Certificate of Achievement in Drafting Technology Recommendation: These new degrees and certificate of achievements will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently the Board for full approval.</p> <p>New Courses AUTO V32C, ASE Preparation for Brakes and Suspensions, 1 AUTO V32E, ASE Preparation for Electrical and Heating/Air Conditioning, 1 AUTO V47, Engine Drivability, 4 BUS V46, Marketing, 3 BUS V47, Sales Techniques, 3 GEOG V16, Regional Field Studies, 1 - correction from “3 lecture” to “3 lab” GEOG V28B, Geographic Information Systems (GIS): (<i>same as GIS V28B</i>) Advanced Project Development, 1.5 GIS V28B, Geographic Information Systems (GIS): (<i>same as GEOG V28B</i>) Advanced Project Development, 1.5 MATH V12, Intermediate Algebra for Non-STEM Majors, 3 PHIL V10, World Mythology, 3 PHOT V70A, Adobe Photoshop I for Digital and Fine Art, 3 (<i>same as ART V70A</i>) PHOT V70B, Adobe Photoshop I for Digital and Fine Art, 3 (<i>same as ART V70B</i>), 3 units Recommendation: These new courses will go forward to Chancellor’s Cabinet, Consultation Council, and subsequently the Board for full approval with a minor correction to GEOG V16.</p> <p>Revised Courses ARCH V31, Architectural Practice I Revit Practice I, 3 ARCH V32, Architectural Practice II Revit Practice II, 3 BUS V33, Business Law, 3</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p>CS V17/MATH V52, Discrete Structures, 3 EMT V01, Emergency Medical Technician, & 8.5 ENGR V02, Engineering Graphics and Design, 3 ENGL V10, Creative Writing, 3 ENGL V21B, Survey of English Literature II, 3 ENGL V22A, Survey of American Literature: Colonial Period to 1865, 3 ENGL V22B, Survey of American Literature: 1865 to Present, 3 ENGL V31, Survey of World Literature II, 3 GEOG V22/GIS V22, Fundamentals of Mapping and Geographic Information Systems, 3 GEOG V28A/GIS V28A, Geographic Information Systems (GIS) Applications: Project Development, 1.5 GIS V22/GEOG V22, Fundamentals of Mapping and Geographic Information Systems, 3 GIS V28A/GEOG V28A, Geographic Information Systems (GIS) Applications: Project Development, 1.5 HED V82, Health and Fitness Activities, 3 KIN V16, Functional Fitness and Self-Defense Aerobic – this item will be sent back to campus Kickboxing, 1 – this item will be sent back to campus for further review and revisions KIN V20, Restorative Cardiovascular Fitness: Walking Walking to Restore Fitness, 1 – this item will be sent back to campus for further review and revisions KIN V74A Core Applications of Kinesiology Core Balance and Fitness, 1 – this item will be sent back to campus for further review and revisions KIN V74B, Advanced Core Applications of Kinesiology Advanced Core Balance and Fitness, 1 – this item will be sent back to campus for further review and revisions MATH V03, Intermediate Algebra, 5 MATH V52/CS V17, Discrete Structures, 3 THA V14/DANC V14, Movement for Theatre, 4.5 2 Recommendation: These revised courses will go forward to Chancellor’s Cabinet, Consultation Council, and</p>			

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	subsequently the Board for full approval.			
OLD BUSINESS				
BP/AP 4022 Course Approval (no AP 4022 in BoardDocs) BP/AP 4020	This item will return to the February 27 meeting. In October, this item was tabled to the December 5 DTRW-I meeting to allow more time for review and revisions.			
AP 4102 Occupational/Vocational Technical Programs (no BP in BoardDocs)	This item will go forward to Cabinet after Ventura College verifies the Academic Senate has reviewed this procedure.	Put on Cabinet agenda	December 9	Laurie Nusser
AP 4050 Articulation/AP 4100 Graduation Requirements for Degrees and Certificates/AP 4225 Course Repetition/AP 4227 Course Repetition Absent Substandard Academic Work (Articulation Officers)	<p>APs 4050 Articulation and 4227 Course Repetition Absent Substandard Academic Work will return for further review. AP 4100 Graduation Requirements for Degrees and Certificates is still on hold awaiting State information to be released.</p> <p>AP 4225 Course Repetition and AP 4227 Course Repetition Absent Substandard Academic Work were reviewed and the Academic Senates requested further review. Ms. Nusser will send the current versions to the Academic Senate Presidents.</p>	Send APs 4225 and 4227 to Academic Senate Presidents	ASAP	Laurie Nusser
Next Meeting Date:	January 23, 2014 – 1 pm, DAC Lakin Boardroom			