

**Ventura County Community College District**

**2018-2019 Academic Year  
District Technical Review Workgroup – Instructional (DTRW-I)  
Thursday, October 17, 2018 - 1:30 p.m. – 3:30 p.m.**

**Members:** Chancellor's Designee:  Julius Sokenu, Chair (MC)  
 Faculty Co-Chair:  Lydia Morales (VC)  
 Vice Presidents:  Rojelio Vasquez (OC),  Julius Sokenu (MC),  Kimberly Hoffmans (VC)  
 Faculty Chair/Co-Chairs of Curriculum Committees:  Shannon Davis (OC),  Jerry Mansfield (MC),  Michael Bowen (VC)  
 Articulation Officers:  Shannon Davis (OC),  Letrisha Mai (MC),  Thao Brabander (VC)  
 Academic Senate Presidents:  Diane Eberhardy (OC),  Nenagh Brown (MC),  Lydia Morales (VC)  
 Administrative Officer to the Chancellor and Board of Trustees:  Patti Blair (DAC)

**Guests:**

**Absent:** Diane Eberhardy, Jerry Mansfield, Rojelio Vasquez

**Recorder:** Ana Barcenas

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<b>Welcome and Announcements</b>	<i>Julius Sokenu welcomed everyone and the meeting began at 1:41pm.</i>			
<b>Approval of September 13, 2018 meeting notes</b>	<i>There was a request to correctly note C-ID status. The correction was made as follows: If C-ID approved, then note only the C-ID. If C-ID is pending, then note "Aligned with" and provide the C-ID.</i>  <i>The group approved the meeting notes.</i>			
<b>Announcements</b>	<i>None.</i>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
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**CURRICULUM SUBMISSIONS**

<p><b>Revised Courses/Programs</b> <b>New Courses/Programs</b>  <b>Moorpark/Oxnard/Ventura Submissions</b></p>	<p><b><u>MOORPARK COLLEGE</u></b> <b>Revised Course</b> EMT M01 Emergency Medical Technician 5- 6 units</p> <p><b>New Courses</b> ACCT M50 Principles of Income Taxation 3 units DANC M19A Conditioning for Dance: Pilates I 2 units DANC M19B Conditioning for Dance: Pilates II 2 units DANC M19C Conditioning for Dance: Pilates III 2 units DANC M24 Introduction to Dance Education 1.5 units DANC M26 Teaching Principles for Dance 3 units DANC M53 Careers in Dance 3 units ECON M170 Economic History of the US 3 units ENGR M05 2-Dimensional Computer Aided Drawing and Design with AutoCAD 3 units ENGR M07 SolidWorks I-Engineering Mechanical Design 3 units ENGR M08 SolidWorks II-Engineering Design Practicum 3 units ENGR M33 Introduction to Environmental Engineering 3 units ENGR M33L Environmental Engineering Lab 1 units GEOL M02H Honors: Physical Geology 3 units GEOL M18 Field Experience in Geological Sciences 1 units PHTC M37 Professional Practices for Photographers 3 units</p> <p><b>TOP Code Changes</b> ENGL M13A Survey of American Literature I, 3 units <del>1503.00 Comparative Literature</del> <b>1501.00 English</b> ENGL M13B Survey of American Literature II, 3 units <del>1503.00 Comparative Literature</del> <b>1501.00 English</b> ENGL M14 Introduction to Poetry, 3 units <del>1503.00 Comparative Literature</del> <b>1501.00 English</b> ENGL M15A Survey of English Literature I, 3 units <del>1503.00 Comparative Literature</del> <b>1501.00 English</b> ENGL M15B Survey of English Literature II, 3 units <del>1503.00 Comparative Literature</del> <b>1501.00 English</b> ENGL M16 Introduction to Fiction, 3 units <del>1503.00 Comparative Literature</del> <b>1501.00 English</b> ENGL M17 Shakespeare, 3 units <del>1503.00 Comparative Literature</del> <b>1501.00 English</b></p>			
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**TOP Code Changes (continued)**

ENGL M20	Introduction to Drama, 3 units <del>1503.00 Comparative Literature</del> <b>1501.00 English</b>
ENGL M29A	The Bible as Literature (Old Testament), 3 units <del>1503.00 Comparative Literature</del> <b>1501.00 English</b>
ENGL M29B	The Bible as Literature (New Testament), 3 units <del>1503.00 Comparative Literature</del> <b>1501.00 English</b>
ENGL M30A	Masterpieces of World Literature I, 3 units <del>1503.00 Comparative Literature</del> <b>1501.00 English</b>
ENGL M30B	Masterpieces of World Literature II, 3 units <del>1503.00 Comparative Literature</del> <b>1501.00 English</b>
KIN M16	Personal Training Principles, 3 units <del>0835.00 Physical Education</del> <b>0835.20 Fitness Trainer</b>
KIN M18	Foundation of Fitness, 3 units <del>0835.00 Physical Education</del> <b>0835.20 Fitness Trainer</b>

**New Programs**

Accounting – Proficiency Award	9 units
Engineering Computer Aided Design and Drafting - Certificate of Achievement	12 units
Environmental Engineering Technology - Certificate of Achievement	20 units

*Notes:*

*ACCT M50: there should be a statement to indicate course requirement for preparation or certification.*

*ENGL courses approved with C-ID should remove the word approved and leave the C-ID number only. This applies to ENGL M13A, M13B, M15A, M15B, M30A, and M30B.*

*GEOL M02H: C-ID line should show as follows:  
"Aligned with GEOL 100"*

*GEOL M18: correct lecture and lab to show 0 lecture and 3 lab*

**FINAL RECOMMENDATION:** *These new and revised courses will go forward to Chancellor's Cabinet, Consultation Council, and subsequently to the Board for full approval with changes discussed if necessary.*

**OXNARD COLLEGE****New Credit Courses**

ART R174	Latin American Art	3 units
CHST R102	Chicana/o Cultural Identity	3 units
CNIT R161	Programming Essentials in Python	3 units
CNIT R172	CompTIA PenTest+	3 units
CNIT R180	Certification Preparation	3 units
DANC R112A	Introduction to Hip-Hop Dance	1 unit
DANC R112B	Beginning Hip-Hop Dance	1 unit
ECON R101H	Honors: Introduction to the Principles of Microeconomics	3 units
ECON R102H	Honors: Introduction to the Principles of Macroeconomics	3 units
EMT R109	Emergency Medical Responder	3 units
ENGL R097S	Writing Support for Intermediate Composition	2 units
ENGL R100S	Writing Support for Intermediate Composition: ESL emphasis	2 units
ENGL R100E	College Composition Corequisite Support: ESL emphasis	2 units
ENGL R101S	College Composition Corequisite Support	2 units
ENGR R135	Dynamics	3 units
ENGR R140	Materials Science and Engineering	3 units
ENGR R140L	Materials Science and Engineering Lab	1 unit
ENGR R150	Engineering Graphics and Design	3 units
ENGR R160	Electronic Circuits and Devices	3 units
ENGR R160L	Electronic Circuits and Devices Lab	1 unit
ESL R095	College Reading Across the Curriculum	3 units
ESL R108	ESL Academic Oral Communication	3 units
ESRM R100L	Introduction to Environmental Science Laboratory	1 unit
MATH R055S	Algebra Support for Math R105	2 units
MATH R065S	Algebra Support for MATH R115	2 units
MATH R098T	Algebra Support for Math R106	2 units
MATH R117	Precalculus and Trigonometry	6 units
PE R162	Volleyball II	1 unit
SPAN R119	Cultures of Latin America	3 units

**New Non-Credit Courses**

PG R820	Reaching Excellence in Academics and Challenges	3 hours
PG R850	Emotional Intelligence	9 hours

**Revised Courses**

MATH R005 Beginning and Intermediate Algebra for Statistics and Liberal Arts 6 hours

**New Programs**

Proficiency Award in Cybersecurity 6 units  
Proficiency Award in USLA Lifeguard Academy I 3 units

*Course notes:*

*Non-credit should not have the hyphen, instead it should be spelled "noncredit".*

*MATH R005: correct units to hours on the cover page.*

*ECON R101H and R102H: both the letters "C" and "P" should be in quotes towards the end of the course description.*

*ENGL R097S: in the first sentence remove "English R100 Intermediate Composition: ESL Emphasis."*

*ENGL R100S: remove the "S" and replace it with an "E" to read as follows: ENGL R100E*

*ENGL R101E: remove the "E" and replace it with an "S" to read as follows: ENGL R101S*

*ENGR R160L: add "or concurrent enrollment" to the corequisite line to display as "ENGR R160 or concurrent enrollment"*

*MATH R117: include C-ID.*

*Noncredit notes:*

*PG R820 and R850: the hour's line should show total hours.*

**FINAL RECOMMENDATION:** *These new and revised courses will go forward to Chancellor's Cabinet, Consultation Council, and subsequently to the Board for full approval with changes discussed if necessary.*

**VENTURA COLLEGE****New Credit Courses**

ACE V11	Automotive Vehicle Maintenance	3 units
ACE V12	Automotive Electrical Systems I	4 units
ACE V13	Automotive Engine Repair	4 units
ACE V21	Automotive Brake Systems	4 units
ACE V22	Automotive Steering & Suspension Systems	4 units
ACE V23	Automotive Electrical Systems II	4 units
ACE V31	Automotive Heating and Air Conditioning	4 units
ACE V32	Automotive Engine Management	4 units
ACE V33	Automotive Manual Transmissions and Transaxles	4 units
ACE V41	Automotive Automatic Transmissions and Transaxles	4 units
ACE V42	Automotive Engine Driveability	4 units
ART V58C	Figure Sculpture II	3 units
EDU V09	Dance and Music for Transitional Kindergarten through the Elementary Years	3 units
EDU V10	Developing Literacy in Diverse Classrooms	3 units
FILM V11	History of International Cinema: World War II to the Present	3 units
HIST V87	Introduction to the History of Science and Technology	3 units
MATH V03J	Just-In-Time Support for Intermediate Algebra	2 units
MATH V04J	Just-In-Time Support for College Algebra	2 units
MATH V40J	Just-In-Time Support for Math Topics	1 unit
MATH V44J	Just-in-Time Support for Elementary Statistics	2 units
PHIL V12	Introduction to Religion	3 units
PHIL V14	Confucianism and Taoism	3 units
PHIL V15	Teachings of Jesus in Comparative Literature	3 units
THA V15A	Beginning Directing	3 units
THA V15B	Intermediate Directing	3 units
THA V29B	History of Motion Pictures II	3 units
<b>New Noncredit Course</b>		
ENGL N101	Language Arts: Writing Mechanics	0 units

**Revised Courses**

ART V09B	Introduction of Modern and Contemporary Latin American Art	3 units
THA V29A	History of Motion Pictures I	3 units

**TOP Code Changes**

BIOL V95	Biology Internship <del>0401.00 Biology, General</del> <b>4932.00 General Work Experience*</b>
NS V85	Success Workshops for Nursing <del>1230.00 Nursing</del> <b>1230.10 Registered Nursing</b>
NS V90	Directed Studies in Nursing <del>1230.00 Nursing</del> <b>1230.10 Registered Nursing</b>
NS V95	Nursing Science Internship I <del>1230.00 Nursing</del> <b>1230.10 Registered Nursing</b>
NS V96	Nursing Science Internship II <del>1230.00 Nursing</del> <b>1230.10 Registered Nursing</b>
PHOT V02	Beginning Photography with Digital Techniques <del>1011.00 Photography</del> <b>1012.00 Commercial Photography</b>
PHOT V06B	Introduction to Color Photography II <del>1011.00 Photography</del> <b>1012.00 Commercial Photography</b>
PHOT V70A	Adobe Photoshop I for Digital and Fine Art <del>1011.00 Photography</del> <b>0614.00 Digital Media</b>
PHOT V70B	Adobe Photoshop II for Digital and Fine Art <del>1011.00 Photography</del> <b>0614.00 Digital Media</b>
PHOT V73A	Digital Imaging <del>1011.00 Photography</del> <b>1030.00 Graphic Art and Design</b>

**SAM Code Changes**

ART V12B	Drawing and Composition II	<del>Possible</del> <b>Non-Occupational</b>
ART V13C	Life Drawing III	<del>Advanced</del> <b>Non-Occupational</b>
ART V13D	Life Drawing IV	<del>Advanced</del> <b>Non-Occupational</b>
ART V15B	Life Painting II	<del>Possible</del> <b>Non-Occupational</b>
ART V15C	Life Painting III	<del>Possible</del> <b>Non-Occupational</b>
ART V16A	Beginning Oil Painting I	<del>Possible</del> <b>Non-Occupational</b>
ART V20B	Intermediate Oil Painting II	<del>Possible</del> <b>Non-Occupational</b>
ART V20C	Portfolio Development	<del>Possible</del> <b>Non-Occupational</b>
ART V46B	Beginning Acrylic Painting II	<del>Possible</del> <b>Non-Occupational</b>
ART V47B	Intermediate Acrylic Painting II	<del>Possible</del> <b>Non-Occupational</b>
ART V52B	Ceramic Design	<del>Possible</del> <b>Non-Occupational</b>
CD V02	Child Growth and Development	<del>Possible</del> <b>Non-Occupational</b>
CD V20	Curriculum and Strategies for Children with Special Needs	<del>Possible</del> <b>Occupational</b>

GEOG V90 Directed Studies in Geography ~~Possible~~ **Non-Occupational**

HED V32 Principles of Food with Lab ~~Non~~ **Occupational**

*Course notes:*

*ACE V11: recommendation was given to the faculty to review the lecture and lab hours. Will the units remain 3 units? Or should the course be 4 units similar to the other ACE courses?*

*ACE course: in the prerequisite line, remove “in ACE V11” to read only as “ACE V11 or concurrent enrollment.” This applies to ACE V12, V13V21, and V22.*

*ACE V23: include the word “trip” in the last sentence. It should display as follows: “Field trip will be required.”*

*ART V58C, EDU V10, FILM V11, HIST V87, PHIL V12, PHIL V14, PHIL V15, THA V15A, THA V15B, THA V29B: remove UC from transfer credit. These are new courses and do not have UC approval yet.*

*There were questions on the Just-in-Time Support Math courses. Should these possibly be noncredit? Should these courses apply to a degree if they are unit courses? Is there sufficient college level math material covered in these support courses to make course transferable? The response was no, there is not a sufficient level because the material covered will vary. It will depend on the students and what the student needs at that time.*

*Noncredit notes:*

*The layout as currently displayed in VC’s submission, the group agrees this is how we want all noncredit courses to display in future submissions and the catalogs. “Hours” is changed to reflect “Total Hours,” and “0 units” is noted at the top left of the description. At the end of the description, the last sentence reads “This is a noncredit course, non-degree applicable.”*

*Remove courses ART V09B and THA V29A. These are technical revisions and do not need to go the Board of Trustees for approval.*

**FINAL RECOMMENDATION:** *These new and revised courses and programs will go forward to Chancellor’s Cabinet,*



	<i>Consultation Council, and subsequently to the Board for full approval with changes discussed if necessary.</i>			
<b>Agenda Item</b>	<b>Summary of Discussion</b>	<b>Action (If Required)</b>	<b>Completion Timeline</b>	<b>Assigned to:</b>
<b>CURRENT BUSINESS</b>				
<b>CourseLeaf “to do list”</b>	<i>Item postponed until next meeting due to time.</i>			
<b>17-18 goals and accomplishments</b>	<i>Item postponed until next meeting due to time.</i>			
<b>18-19 goals and accomplishments</b>	<i>Item postponed until next meeting due to time.</i>			
<b>AP 4020</b>	<i>Brief discussion regarding a letter or exemption for the Registrar. Julius Sokenu said he spoke with MC Registrar, and told him he would provide the letter he is requesting for audit purposes.</i>			
<b>Online April catalog draft discussion</b>	<i>Item postponed until next meeting due to time.</i>			
<b>Pop Up Item</b>	<i>None.</i>			
<b>Future Agenda items</b>	<i>None.</i>			
<b>Adjournment</b>	<i>Julius Sokenu adjourned the meeting at 3.26pm</i>			
<b>Next CourseLeaf Meetings</b>	<i>None at this time.</i>			
<b>Next Regular DTRW-I Meeting Date:</b>	<i>November 8, 2018– DAC Boardroom, 1pm</i>			