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## **District Technical Review Workgroup - Instructional (DTRW-I)**

**Agenda**  
**January 24, 2013 - 1:00 p.m.**  
**Lakin Board Room**

- **Approval of December 13, 2012 Meeting Notes**
- **Curriculum Submissions**

### **MOORPARK COLLEGE**

No submissions for January

### **OXNARD COLLEGE**

No submissions for January

### **VENTURA COLLEGE**

#### **New Degrees/Programs**

Certificate of Achievement in Administrative Assistant

#### **New Courses**

MATH V22 Introduction to Linear Algebra, 3 units

#### **Revised Courses**

<del>MM V40</del> <b>ART V68</b>	Introduction to <del>Multimedia and Multimedia</del> <b>Digital Art Applications</b> , 3 units
<del>MM V20</del> <b>ART V69</b>	Visual Design for <del>Multimedia</del> <b>Digital Art</b> , 3 units
<del>MM V74A</del> <b>ART V70A</b>	Adobe Photoshop I <b>for Digital and Fine Art</b> , 3 units
<del>MM V74B</del> <b>ART V70B</b>	Adobe Photoshop II <b>for Digital and Fine Art</b> , 3 units
<del>MM V80</del> <b>ART V77</b>	<del>Dreamweaver for Website Development</del> <b>Design</b> , 3 units
CS V13	Object-Oriented Programming, 3 units
CS V30	Beginning C++, 3 units
CS V40	Beginning Java, 3 units
POLS V05	Introduction to International Relations, 3 units
POLS V15	<del>Revolution in the Third World</del> <b>and Mass Movement</b> , 3 units

#### **Other Business:**

Policy/Procedure Review

Next Meeting Date: February 14, 2013, 1:00 pm

Ventura County Community College District

**2012-2013 Academic Year**  
**District Technical Review Workgroup – Instructional (DTRW-I)**  
**Meeting Notes**  
**December 13, 2012 - 1:00 p.m. – DAC Lakin Board Room**  
**MEETING NOTES PRIOR TO APPROVAL AT 1.24.13 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), Jane Harmon (MC), Ramiro Sanchez (VC)  
 Faculty Co-Chairs of Curriculum Committees: Teresa Bonham (OC), Mary Rees (MC), Mark Pauley (VC)  
 Articulation Officers: Shannon Davis (OC), Letrisha Mai (MC), Gloria Arevalo (VC)  
 Policy and Administrative Procedures: Clare Geisen (DAC) (Policy/procedure, Chancellor’s Cabinet Liaison/guest)

**Absent:** Teresa Bonham (OC), Jane Harmon (MC)

**Recorder:** Laurie Nelson-Nusser

**Notes:**

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p><b>Approval of November 8, 2012 Meeting Minutes</b></p>	<p>Dr. Endrijonas welcomed everyone to DTRW-I and the meeting commenced at 1:05 pm.</p> <p>The meeting notes were approved as presented with abstention from Dr. Endrijonas.</p>			
<p><b>CURRICULUM SUBMISSIONS</b></p>				
<p><b>New Degree/Course/Revised Courses Moorpark/Oxnard/Ventura Submissions</b></p>	<p><b>Curriculum Submissions:</b></p> <p><b>MOORPARK COLLEGE New Degrees/Programs</b>                      Art History – AA-T                      FTVM Production – Certificate of Achievement                      Geography – AS-T                      Studio Art – AA-T</p>	<p>Add all recommended curriculum to DCAA agenda</p>	<p>January 26</p>	<p>Laurie Nusser</p>

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p><b>Recommendation:</b> all items will go forward to DCAA.</p> <p><b>Revised Degrees/Programs</b>  Film Television Media – AA  <b>Recommendation:</b> This revised degree will go forward to DCAA.</p> <p><b>New Courses</b>  ARTH M10H Honors: Art Appreciation 3.0  ART M79B Figure Sculpting II 3.0 – will have new ARTH designator  THA M08 Script Analysis 3.0  THA M10B Theatre Production: Performance II 3.0  THA M10C Theatre Production: Performance III, 3.0  THA M10D Theatre Production: Performance IV 3.0  THA M11B Theatre Production: Technical II 3.0  THA M11C Theatre Production: Technical III 3.0  THA M11D Theatre Production: Technical IV 3.0  THA M14B Improvisational Comedy I 1.5  THA M14C Improvisational Comedy III 1.5  THA M14D Improvisational Comedy IV 1.5  <b>Recommendation:</b> all new courses will go forward to DCAA.</p> <p><b>Revised Courses</b>  ART M42 Advanced Illustration 3.0  ART M72 Ceramic Design I 3.0  ART M74 Glaze Design I 3.0  ART M110 Gallery Practices/Portfolio 13.0  CHEM M01A General Chemistry I 5.0  CHEM M12 Introductory Chemistry I 5.0  CHEM M12H Honors: Introductory Chemistry I 5.0</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p><b>Recommendation:</b> all revised courses will go forward to DCAA.</p> <p><b><u>OXNARD COLLEGE</u></b>  <b>Revised Courses</b>  ANAT R101 General Human Anatomy 4  AT R016 Auto Electronics 3  PHSO R101 Human Physiology 5  <b>Recommendation:</b> all revised courses will go forward to DCAA.  <b>New Programs</b>  Associate in Arts in Anthropology for Transfer  Associate in Arts in Deaf Studies  Associate in Arts in Political Science for Transfer  <b>Recommendation:</b> all new programs will go forward to DCAA.  <b>Revised Programs</b>  Associate in Arts in Sociology for Transfer  <b>Recommendation:</b> this revised program will go forward to DCAA.</p> <p><b><u>VENTURA COLLEGE</u></b>  <b>Deleted Degrees/Programs</b>  Associate in Science Degree/Certificate of Achievement in Commercial Art  <b>Recommendation:</b> this item will go forward to DCAA.  <b>Families Proposal due to changes to repeatability</b>  ART  DANCE  KINESIOLOGY  THEATRE ARTS</p>			
<b>Course families between colleges – from DCAA</b>	The CCLC does not have a course family – this item is off future agendas.			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<b>Common course designation for Art/Art History (ARTH) – from DCAA</b>	There was discussion regarding minimum qualifications and is still under review with DCHR and AFT.			
<b>Policy/Procedure Two Year Review Cycle – status update (Clare Geisen)</b>	<p>Ms. Geisen provided Chapters 4 (Academic Affairs) and 5 (Student Services) tracking sheets and indicated they require review prior to March 2013 for accreditation purposes.</p> <p>These policies/procedures will go forward from DTRW-I and SS to DCAA after review by the technical review workgroups. The DTRW-I group reviewed the tracking sheet and certain items were indicated as already under review at the campuses (BP/AP 4022). BP/AP 4030 will go to DCAA for their review as Dr. Endrijonas felt it was more appropriate for review by this committee.</p>			
<b>Next Meeting Date:</b>	<p>January 10, 2012 – 1 pm – this meeting was moved to January 24 – 1 pm.</p> <p>There was discussion regarding this meeting as this is during flex week and timing was discussed to get curriculum on the Board agenda for February 2013. Ms. Geisen will speak with Chancellor Moore for permission to bring curriculum submission copies from the DCAA January 31 meeting to Consultation Council to meet Board agenda submission deadlines.</p>			

## VENTURA COLLEGE

### New Degrees/Programs

Certificate of Achievement in Administrative Assistant

#### New Courses

MATH V22	Introduction to Linear Algebra	3 units
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#### Revised Courses

<del>MM V10</del> <b>ART V68</b>	Introduction to <del>Multimedia and Multimedia</del> <b>Digital Art</b> Applications	3 units
<del>MM V20</del> <b>ART V69</b>	Visual Design for <del>Multimedia</del> <b>Digital Art</b>	3 units
<del>MM V74A</del> <b>ART V70A</b>	Adobe Photoshop I <b>for Digital and Fine Art</b>	3 units
<del>MM V74B</del> <b>ART V70B</b>	Adobe Photoshop II <b>for Digital and Fine Art</b>	3 units
<del>MM V80</del> <b>ART V77</b>	<del>Dreamweaver for Website Development</del> <b>Design</b>	3 units
CS V13	Object-Oriented Programming	3 units
CS V30	Beginning C++	3 units
CS V40	Beginning Java	3 units
POLS V05	Introduction to International Relations	3 units
POLS V15	Revolution <del>in the Third World</del> <b>and Mass Movement</b>	3 units

Certificate of Achievement

ADMINISTRATIVE ASSISTANT

REQUIRED COURSES:		Units
BUS V07A	Business Calculations	2.5
BUS V21	Administrative Assistant	16.0
		<hr/>
		18.5

Recommended courses: In addition to the required courses listed above, it is recommended that students who seek to obtain additional insight into the field of study consider taking one or more of the following courses: BUS V44, V45. Although these supplemental courses may be of value to the student, please note that they do NOT satisfy the requirements for this degree.

### New Courses

MATH V22	Introduction to Linear Algebra	3 Units
Prerequisite:	MATH V 21B	
Hours:	3 lecture weekly	

This is an introductory course in linear algebra, developing the techniques and theory needed to solve and classify systems of linear equations. It will cover linear systems, solution techniques (including row operations, Gaussian elimination, and matrix algebra), determinants, vector spaces (including properties of vectors, inner products, norms, and orthogonality), linear transformations, eigenvalues and eigenvectors, and applications to topics in linear algebra.

Transfer credit: CSU.



### Revised Courses

~~MM V10~~ **ART V68** Introduction to ~~Multimedia and Multimedia~~ **Digital Art** Applications 3 Units  
Recommended preparation: basic English and math skills; and computer fundamentals  
Hours: ~~6 lecture-laboratory~~ **2 lecture, 4 laboratory** weekly

This course is designed for students who wish to pursue a career in ~~multimedia~~-**digital media** or are interested in utilizing ~~multimedia~~-**media arts** tools in their current profession. It is an overview of the ~~multimedia~~-**digital media arts** industry including commercial, artistic, and technical aspects of development and production, including philosophical and cultural implications. Topics covered will include ~~defining multimedia~~-**media arts**, history of ~~multimedia~~-**digital arts**, ~~multimedia~~-**digital arts** hardware/software, ~~multimedia~~-**digital arts** applications, occupational opportunities, composition of development teams, critical evaluation of ~~multimedia~~-**digital media arts**, and ~~the future of multimedia~~-**digital art**.

Fees may be required. Formerly ~~IDS 20 MM V10~~. Transfer credit: CSU; credit limitations – see counselor.

~~MM V20~~ **ART V69** Visual Design for ~~Multimedia~~ **Digital Art** 3 Units  
Recommended preparation: ~~MM V10-ART V68~~ or equivalent; basic English and math skills; and computer fundamentals  
Hours: ~~6 lecture-laboratory~~ **2 lecture, 4 laboratory** weekly

This course is an introduction to the visual elements and principles of design, and their application to ~~multimedia~~-**digital media**. Using the computer and traditional media, students will work with line, shape/form, value, space, light, volume, perspective, texture/pattern, scale/proportion, typographical design, and color in a series of progressive projects designed to develop the aesthetic sensitivity and basic technical knowledge required to create effective ~~multimedia~~-**digital media** images.

Fees may be required. **Formerly MM V20**. Transfer credit: CSU, UC; credit limitations – see counselor.

**Revised Courses - Continued**

~~MM V74A~~ **ART V70A** Adobe Photoshop I *for Digital and Fine Art* 3 Units  
Recommended preparation: basic English and math skills; and computer fundamentals  
Hours: ~~6 lecture-laboratory~~ **2 lecture, 4 laboratory** weekly

This course is designed for students who desire hands-on experience in industry-standard digital image processing software. The image correction and manipulation software gives students an understanding of the tools and techniques needed to produce professional quality results for print and Web images. Students will complete technical tutorials, create a CD-ROM cover, Web banners, and a final print or Web project.

~~Fees will be required.~~ Field trips may be required. ~~May be taken for a maximum of 2 times.~~  
Formerly ~~IDS V74A~~ **MM V74A**. Transfer credit: CSU; credit limitations – see counselor.

~~MM V74B~~ **ART V70B** Adobe Photoshop II *for Digital and Fine Art* 3 Units  
Prerequisite: ~~MM V74A~~ **ART V70A**  
Recommended preparation: basic English and math skills; and computer fundamentals  
Hours: ~~6 lecture-laboratory~~ **2 lecture, 4 laboratory** weekly

This course is designed as a hands-on, intermediate course in the technical and artistic aspects of Adobe Photoshop. Students will learn intermediate tools and techniques needed to produce professional quality results for print and Web images. The course will include independent creative projects comprised of written proposals, timelines, and storyboarding.

~~Fees will be required.~~ Field trips may be required. ~~May be taken for a maximum of 2 times.~~  
Formerly ~~IDS V74B~~ **MM V74B**. Transfer credit: CSU; credit limitations – see counselor.

### Revised Courses - Continued

~~MM V80~~ **ART V77**                      ~~Dreamweaver for Website Development~~                      3 Units  
**Design**  
Recommended preparation:      basic English and math skills; and computer fundamentals  
Hours:                                      ~~6 lecture~~ ~~laboratory~~ **2 lecture, 4 laboratory** weekly

This course is designed to introduce the basics of website development, using graphics, text, animation, and current computer software. Students will preview how these essentials are organized in order to plan and construct websites, adding links, navigation, frames, and tables. Students will create a website, learn the delivery process, and ~~examine~~ **learn** how to access and work with a Web server.

~~Fees will be required. Field trips may be required. May be taken for a maximum of 2 times.~~  
**Formerly MM V80.** Transfer credit: CSU; credit limitations – see counselor.

CS V13                                      Object-Oriented Programming                                      3 Units  
Prerequisite:                              CS V11 or equivalent; and MATH V03 or MATH ~~V03A-~~  
V03E or **MATH V13B** or 1 year of high school  
intermediate algebra (Algebra II) **or any higher-level math**  
**course** with grade of C or better  
Hours:                                      2.5 lecture, 1.5 laboratory weekly

This course introduces the concepts of object-oriented programming to students with a background in the procedural paradigm. The course begins with a review of control structures and data types, with emphasis on structured data types and array processing. It then moves on to introduce the object-oriented programming paradigm, focusing on the definition and use of classes along with the fundamentals of object-oriented design. Other topics include an overview of programming language principles, simple analysis of algorithms, basic searching and sorting techniques, and an introduction to software engineering issues.

~~Fees will be required. Field trips may be required.~~ Transfer credit: CSU; UC.

### Revised Courses - Continued

CS V30	Beginning C++	3 Units
Prerequisite:	<del>CS V 04 or equivalent;</del> and MATH V03 or MATH <del>V03-A-E</del> <b>or MATH V13B</b> or 1 year of high school intermediate algebra (Algebra II) <b>or any higher-level math course</b> with grade of C or better	
Recommended Preparation:	<del>CS V 11 or equivalent</del>	
Hours:	2.5 lecture, 1.5 laboratory weekly	

This course introduces the student to the concepts of object-oriented programming. The course reviews control structures and data types with emphasis on structured data types and array processing. It introduces the object-oriented programming paradigm, focusing on the definition and use of classes along with the fundamentals of object-oriented design. Other topics include an overview of programming language principles, analysis of algorithms, and an introduction to software engineering issues. A complete object-oriented development framework is presented that encourages extensibility, reusability, and manages complexity.

~~Fees will be required.~~ Field trips may be required. Formerly MATH V55. Transfer credit: CSU; UC.

CS V40	Beginning Java	3 Units
Prerequisite:	<del>CS V 04 or equivalent;</del> and MATH V03 or MATH <del>V03-A-E</del> <b>or MATH V13B</b> or 1 year of high school intermediate algebra (Algebra II) <b>or any higher-level math course</b> with grade of C or better	
Hours:	2.5 lecture, 1.5 laboratory weekly	

This course introduces the student to fundamental concepts of object-oriented programming with Java. Topics include data types, control structures, functions, arrays, files, and the mechanics of running, testing, and debugging. It then moves on to introduce the object-oriented programming paradigm, focusing on the definition and use of classes along with the fundamentals of object-oriented design. The course also offers an introduction to the historical and social context of computing and an overview of computer science as a discipline.

~~Fees will be required.~~ ~~Field trips may be required.~~ Formerly MATH V56. Transfer credit: CSU; UC.

**Revised Courses - Continued**

POLS V05 Introduction to International Relations 3 Units  
Hours: 3 lecture weekly

This course presents an *introductory* inquiry into the field of international relations ~~where~~ *nations theory*. *Analyses will be made of how and why countries* interact officially and unofficially in a condition of war, peace, and change. *Examination will also be made of national, international, transnational, and sub-national actors, and their institutions, interactions, and process as they relate to global issues*. Emphasis will be placed on the universal competition for power, crisis management, war, peace, arms control, disarmament, and the various endeavors intended to bring about world peace and cooperation.

Formerly PolSci 5. Transfer credit: CSU; UC.

POLS V15 Revolution ~~in the Third World~~ *and Mass Movement* 3 Units  
Recommended preparation: POLS V05  
Hours: 3 lecture weekly

This course will explore the special characteristics of the Third World countries and assess why they are more prone to revolutionary movements than other countries. Emphasis will be on the most important theories of revolution and social movements, and how they can be applied to analyze major revolutions of the past. In addition, the course will explore the possibility of predicting revolutions.

Formerly POLS V60A. Transfer credit: CSU; UC.