

PASADENA CITY COLLEGE
CURRICULUM AND INSTRUCTION COMMITTEE
MINUTES OF MEETING
THURSDAY, MAY 16, 2019

CALLED TO ORDER: 1:23 p.m.

CO-CHAIRPERSONS: Sharon Bober
Tamara Knott-Silva

The following Curriculum and Instruction Committee members were present:

FACULTY CHAIRPERSONS

Sharon Bober
Tamara Knott-Silva

INSTRUCTIONAL UNITS

Jeff Hupp, Counseling
Keith Williams, English
Sebrenia Law, Health Sciences
Michael Terrill, Kinesiology, Health and Athletics
Lindsey Ruiz, Languages
Walter Butler, Library
Richard Abdelkerim, Mathematics & Computer Science
John Hanley, Natural Sciences
Henry Shin, Performing & Communication Arts
Andrea Murray, Social Sciences
Masood Kamandy, Visual Arts & Media Studies

DIVISION DEANS

Julie Kiotas
Joseph Futtner
Dyan Miller
Isela Ocegueda

STUDENTS

Andrew Mendoza, ASB Representative

MEMBERS EX-OFFICIO

Sharis Amirian, Articulation Officer

VISITORS

Lynora Rogacs

In accordance with the Ralph M. Brown Act and SB 751, the minutes of the Curriculum and Instruction Committee of Pasadena City College record the votes of all committee members as follows: (1) Members not present are presumed not to have voted; (2) the names of members of minority or abstaining votes are recorded; (3) all other members are presumed to have voted in the majority.

Elaine Fong

I. WELCOME

Self-introductions were made.

II. PUBLIC COMMENT

The Biology ADT has been approved by the Chancellor's office.

III. APPROVAL OF MINUTES

Meeting Minutes for May 9, 2019.

ON MOTION by John Hanley and seconded by Richard Abdelkerim, the committee voted to approve the minutes from meeting 10. ABSTENTIONS = 3 (Joseph Futtner, Andrew Mendoza, Andrea Murray)

IV. COMMITTEE DISCUSSION

ON MOTION by Masood Kamandy and seconded by Joseph Futtner, the committee voted unanimously to approve the Reciprocity Policy.

ON MOTION by John Hanley and seconded by Richard Abdelkerim, the committee voted unanimously to approve the modification of BIT 135.

ON MOTION by Richard Abdelkerim and seconded by Masood Kamandy, the committee voted unanimously to approve the addition of Distance Education to BIT 135.

ON MOTION by Julie Kiotas and seconded by Walter Butler, the committee voted unanimously to approve the modifications of PLGL 140 and PLGL 143.

ON MOTION by Mike Terrill and seconded by Richard Abdelkerim, the committee voted unanimously to approve the modification of KINT 002.

ON MOTION by Richard Abdelkerim and seconded by Walter Butler, the committee voted unanimously to approve the modification of LIB 102.

ON MOTION by Walter Butler and seconded by Masood Kamandy, the committee voted unanimously to approve the addition of Distance Education to LIB 102.

ON MOTION by John Hanley and seconded by Walter Butler, the committee voted unanimously to approve the modification of ENVS 002.

ON MOTION by Jeff Hupp and seconded by Mike Terrill, the committee voted unanimously to approve the modification of Distance Education of ENVS 002.

ON MOTION by Jeff Hupp and seconded by Masood Kamandy, the committee voted to approve the modification to the Associate in Arts in Communication Studies for Transfer Degree.

The committee discussed BIOL 010B particularly with respect to the units.

ON MOTION by John Hanley and seconded by Richard Abdelkerim, the committee voted to take a 10 minute recess.

The committee discussed the signature sheet and the discipline placement policy from Chaffey College. There was also discussion on hidden prerequisites in programs.

V. ANNOUNCEMENTS

John Hanley is running for faculty union representative.

VI. ADJOURNMENT

ON MOTION by Richard Abdelkerim and seconded by John Hanley, the meeting adjourned at 3:33 p.m.

ADDENDUM

BUSINESS AND ENGINEERING TECHNOLOGY

MODIFICATION – addition of DE, addition of software requirement – Effective Summer 2020

BIT 135 BUSINESS SOFTWARE - CUSTOMER RELATIONSHIP MANAGEMENT

2 units

Prerequisite: Enrollment in or completion of MRKT 020.

Introduction to Customer Relationship Management software to compile, format, and report sales, marketing, and customer service information. Emphasis will be on CRM software to track sales leads, organize marketing campaigns, and track customer interactions. Total of 36 hours lecture.

Grade Mode: L

Rationale: Addition of Form D and the addition of language that Salesforce software is required.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, assignments, texts – Effective Summer 2020

PLGL 140 FAMILY LAW AND DISSOLUTION PROCEDURES

3 units

Prerequisite: Enrollment in or completion of PLGL 134.

Law and procedure relative to marriage, dissolution, adoption and community property. Total of 54 hours lecture.

Grade Mode: L, A, P

Rationale: Update and modification of SLO's, SPO's, and CCO's. Addition of Methods of Instruction, Methods of Evaluation, and Assignments, texts

MODIFICATION – Course title, SLOs, SPOs, CCOs, MOIs, MOEs, assignments, texts – Effective Summer 2020

PLGL 143 WORKERS' COMPENSATION LAW

3 units

Background of Worker's Compensation Law. Relevant statutory and case law, substantive and procedural issues including compensability, benefit structure and tort law relationships of Worker's Compensation. Total of 54 hours lecture.

Grade Mode: L, A, P

Rationale: Update and modification of Course Title (from Worker's Comp to Workers' Comp), SLO's, SPO's, and CCO's. Addition of Methods of Instruction, Methods of Evaluation, and Assignments.

KINESIOLOGY, HEALTH AND ATHLETICS

MODIFICATION – SLOs, SPOs, MOIs, MOEs, assignment, texts – Effective Summer 2020

KINT 002 INTRODUCTION TO ATHLETIC TRAINING

3 units

The history of the athletic training profession, the role of the athletic trainer as part of the sports medicine team, nutrition, emergency management, risk management and injury assessment domains will be introduced. Lab: injury prevention principles and techniques for the application of protective

taping/bracing, stretching, therapeutic exercise and testing, and environmental conditions/illnesses.

Total 54 hours lecture and 18 hours laboratory.

Transfer Credit: CSU; UC credit limitations. See counselor.

Grade Mode: L, A, P

Rationale: Course Update: SLO's, SPO's, MOI, MOE, textbooks, and Assignments.

MODIFICATION – Addition of Distance Education, SLOs, texts – Effective Summer 2020

LIB 102 INTRODUCTION TO REFERENCE SERVICES

3 units

Prerequisite: Enrollment in or completion of LIB 001.

Recommended Preparation: LIB 101.

Basic tools, techniques and philosophy of library reference services with a focus on reference interview skills and effective search techniques for assisting library users with basic reference and research inquiries. Social and ethical issues related to reference services policies and patron privacy are also covered. For students interested in working in library support staff roles, but open to all students. Total of 54 hours lecture.

Grade Mode: L, A

Rationale: Proposing Form D for Hybrid Delivery. Modification to SLOs, texts.

NATURAL SCIENCE

MODIFICATION – Update Distance Education, SPOs, MOEs, MOIs, texts – Effective Summer 2020

ENVS 002 HUMAN IMPACT ON THE ENVIRONMENT

3 units

Interaction of human populations with local and global environments. Interrelationships of ecosystem and biosphere components. No credit if taken after BIOL 036 or GEOG 010. Total of 54 hours lecture.

Transfer Credit: CSU; UC

Grade Mode: L, A, P

Rationale: Updating Form D. Modified and aligned SPOs with SLOs. Modified texts, MOEs and MOIs.

PERFORMING AND COMMUNICATION ARTS

MODIFICATION – Addition of courses – Effective Summer 2020

ASSOCIATE IN ARTS IN COMMUNICATION STUDIES FOR TRANSFER DEGREE

18-19 units

This area of emphasis is intended to align with preparation for transfer into the CSU system in such majors as Art, Communication, English, Journalism, Television and Radio, Theatre Arts, and other similar fields of study. Communicating well and understanding the communication process are essential to professional success in many fields. People communicate to influence, to persuade, and to express. Learning to communicate effectively is one important reason for the study of Communication Arts. Studying the communication process helps one understand how the human mind works.

Analyzing the messages in advertisements, television programs, and political speeches helps one to understand our society. Studying communication in everyday relationships, groups, and organizations shows us how these systems are created and maintained. Areas of study include face to face interaction, group process, organizational communication, rhetoric, advocacy, intercultural communication, political communication, and performance studies. Communication Arts students can expect to develop skills essential for leadership and career development, and for understanding and interpreting events.

Associate Degree for Transfer Requirements

- 60 semester or 90 quarter CSU-transferable units.
- the California State University-General Education-Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern.
- a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district.
- obtainment of a minimum grade point average (GPA) of 2.0.
- earn a grade of C or better in all courses required for the major or area of emphasis.

Pasadena City College may certify a maximum of 39 units as having fulfilled the CSU lower division general education requirements.

Associate in Arts in Communication Studies for Transfer Degree

REQUIRED CORE: 3 UNITS

SPCH 001 – FUNDAMENTALS OF SPEECH (3)

or **SPCH 001H – FUNDAMENTALS OF SPEECH HONORS (3)**

LIST A: SELECT ANY 2 COURSES (6 UNITS)

SPCH 009 – COMMUNICATION AND GROUP LEADERSHIP (3)

SPCH 010 – INTERPERSONAL COMMUNICATION (3)

SPCH 012 – ARGUMENTATION AND CRITICAL THINKING (3)

or **SPCH 006 – ARGUMENTATION AND DEBATE (3)**

LIST B: SELECT ANY 2 COURSES FROM BELOW OR FROM ANY LIST A COURSE NOT USED ABOVE (6 UNITS)

SPCH 002 – PERSUASION (3)

SPCH 003 – VOICE AND DICTION (3)

SPCH 004 – ORAL INTERPRETATION (3)

SPCH 005 – FORENSICS –SPEECH AND DEBATE TEAM (3)

SPCH 008 – READERS' THEATRE (3)

SPCH 013 – INTRODUCTION TO SPEECH COMMUNICATION (3)

COMM 001 – SURVEY OF MASS COMMUNICATION (3)

ENGL 012 – INTERCULTURAL COMMUNICATION (3)

or **LING 012 – INTERCULTURAL COMMUNICATION (3)**

LIST C: SELECT ANY 1 COURSE FROM BELOW OR FROM ANY LIST A OR B COURSE NOT USED ABOVE (3 UNITS)

ANTH 002 – CULTURAL ANTHROPOLOGY (3)

or **ANTH 002H – HONORS CULTURAL ANTHROPOLOGY (3)**

SOC 001 – INTRODUCTORY SOCIOLOGY (3)

PSYC 001 – INTRODUCTION TO PSYCHOLOGY (3)

or **PSYC 001H – HONORS INTRODUCTION TO PSYCHOLOGY (3)**

ENGL 001B – READING AND COMPOSTION (4)

or **ENGL 001BH – HONORS READING AND COMPOSITION (4)**

ENGL 001C – INTERMEDIATE COMPOSITION-CRITICAL THINKING AND ARGUMENT (4)

or ENGL 001CH – HONORS INTERMEDIATE COMPOSITION-CRITICAL THINKING
AND ARGUMENT (4)
JOUR 2 – BEGINNING JOURNALISM (3)
or JOUR 004A – REPORTING AND NEWSWRITING (3)

REQUIRED SUBTOTAL..... 18-19
CSU General Education or IGETC Pattern..... 39-37
Transferable Electives (as needed to reach 60 transferable units)

DEGREE TOTAL 60