

PASADENA CITY COLLEGE  
CURRICULUM AND INSTRUCTION COMMITTEE  
MINUTES OF MEETING  
THURSDAY, OCTOBER 11, 2018

CALLED TO ORDER: 1:31 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

Earlie Douglas, Business & Computer Technology  
Jeff Hupp, Counseling and Career Services  
Wendy Lucko, Engineering & Technology  
Sebrenia Law, Health Sciences  
Lindsey Ruiz, Languages  
Mary Wahl, Library Services  
Richard Abdelkerim, Mathematics  
John Hanley, Natural Sciences  
Henry Shin, Performing & Communication Arts  
Julie Kiotas, Social Sciences

DIVISION DEANS

Joseph Futtner  
Natalie Russell  
Dyan Miller

STUDENTS

Andrew Mendoza, ASB Representative

MEMBERS EX-OFFICIO

Homa Nelson, Classified Senate  
Boglarka Kiss, Articulation Officer

VISITORS

Sharis Amirian  
Elaine Fong  
Roberta Shaw  
Cheryl Banks-Smith

I. WELCOME

*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.*

Self-introductions were made.

## II. PUBLIC COMMENT

None.

## III. APPROVAL OF MINUTES

Meeting Minutes for October 4, 2018.

ON MOTION by Dyan Miller and seconded by Wendy Lucko, the committee voted to approve the minutes of meeting 6. (1 abstention)

## IV. COMMITTEE DISCUSSION

ON MOTION by Lindsey Ruiz and seconded by Andrew Mendoza, the committee voted unanimously to approve the modification of DANC 005A.

ON MOTION by Lindsey Ruiz and seconded by Joseph Futtner, the committee voted unanimously to approve the modification of DANC 004H.

ON MOTION by Earlie Douglas and seconded by Wendy Lucko, the committee voted unanimously to approve the modifications of BUS 150, 151, and 152.

ON MOTION by Richard Abdelkerim and seconded by Wendy Lucko, the committee voted unanimously to approve the addition of Distance Education to BUS 150, 151, and 152.

ON MOTION by Earlie Douglas and seconded by Wendy Lucko, the committee voted unanimously to approve the modifications of PLGL 135B and PLGL 136.

ON MOTION by Wendy Lucko and seconded by Earlie Douglas, the committee voted unanimously to approve the modifications of DT 008A and 101.

ON MOTION by Earlie Douglas and seconded by Wendy Lucko, the committee voted to approve the deletion of DT 100. (1 abstention)

ON MOTION by Lindsey Ruiz and seconded by Wendy Lucko, the committee unanimously to approve the C&I Bylaws.

The committee discussed AP 4100 with respect to students who decline being awarded a degree, and naming conventions for degrees (e.g., STEM majors would be an Associate of Science), with the possibility of following the ADT naming conventions.

The chairs reminded the committee to be mindful of course unit increases and that effect on the creation/maintaining ADTs.

Boglarka reminded the committee of the articulation help page: <http://bit.ly/PCCArticulation1>

## IV. ANNOUNCEMENTS

Catalogs for representatives are available in Liz's office.

V. ADJOURNMENT

ON MOTION by Joseph Futtner and seconded by Richard Abdelkerim, the meeting adjourned at 3:36 p.m.

## ADDENDUM

### BUSINESS AND COMPUTER TECHNOLOGY DIVISION

MODIFICATION – Course name, SLOs, SPOs, MOIs, MOEs, catalog description, add DE – Effective Summer 2019

#### BUS 150 INTRODUCTION TO INTERNATIONAL BUSINESS

3 units

General business problems, theories, techniques, and strategies necessary for the development of business activities in the global marketplace. Topics include the impact of culture, political and economic environments on international business operations of countries worldwide. Global perspective of business fundamentals as they relate to international management, communication, marketing, finance, and ethics. Total of 54 hours lecture.

Grade Mode: L, A

Rationale: The purpose of this proposal is to update BUS150, add Form D, and change the name from Survey of International Business to Introduction to International Business. Modifications to SLOs, SPOs, CCOs, MOIs, MOEs, catalog description, and add Form D.

MODIFICATION – SLOs, SPOs, content, MOIs, MOEs, catalog description, add DE – Effective Summer 2019

#### BUS 151 INTERNATIONAL MARKETING

3 units

Marketing techniques and strategies necessary to incorporate international marketing concepts into the global marketplace. Promotes an understanding of the impact that a country's culture and environment have on the marketing mix as well as the challenges of competing in global markets. Total 54 hours lecture.

Grade Mode: L, A

Rationale: The purpose of this proposal is to update the curriculum and book, and to add Form D. Modification to SLOs, SPOs, CCOs, MOIs, MOEs, catalog description, add Form D.

MODIFICATION – SLOs, SPOs, assignment, MOIs, MOEs, catalog description, add DE – Effective Summer 2019

#### BUS 152 PRINCIPLES OF IMPORTING AND EXPORTING

3 units

Overview of importing and exporting as drivers of globalization. Explores the benefits, costs, and risks of importing and exporting, as well as trade regulations involved. Covers cross-culture comparisons of foreign business, legal and political practices, trade patterns, and markets as a means of implementing successful import/export plans. Total 54 hours lecture.

Grade Mode: L, A

Rationale: The purpose of this proposal is to update the curriculum and book, and to add Form D. Modification of SLOs, SPOs, assignment, MOIs, MOEs, catalog description, add Form D.

MODIFICATION – Content, assignments, MOIs, MOEs NCN, texts – Effective Summer 2019

#### DT 008C ADVANCED SYSTEMS DESIGN AND FABRICATION

4 units

Prerequisite: DT 008B.

Recommended Preparation: DT 110.

Design, develop and manufacture of CAD parametric models and prototypes through design centric projects. Emphasis on problem solving, critical thinking, collaboration and communication in an interdisciplinary environment. Advanced material selection, product development, systems analysis and strength and motion analysis for sustainable production practices. Career skills and portfolio development. Total of 36 hours lecture and 108 hours laboratory.

Transfer Credit: CSU; UC

Grade Mode: L, A

Rationale: We are revising the maximum class size (NCN) from 24 to 18. This course is a capstone course with a lot of hands-on project development. The curriculum requires both access to digital modeling software for virtual prototyping as well as physical space for project development. Each student works on either the development of a vehicle for competition into the Formula-e, or a capstone advanced fabricated design project. One-on-one project development with each student is essential, and optimal class size is 18 for appropriate allocation of equipment, materials, space for production and computer-aided design, and critique time. This much needed one-on-one time between instructor and student allows for critical analysis of independent problems with troubleshooting and appropriate refinements. We are also attending many off-site field trips to test out and analyze designs, and receive critiques from associated schools that are competing in the race. Updated texts, assignments, MOIs, MOEs, and course content.

MODIFICATION – Content, add MOIs, MOEs, assignment, prereq (remove DT 100), NCN – Effective Summer 2019

#### DT 101 FABRICATION LABORATORY

2 units

Project design and development in a cross disciplinary environment. Fabrication of projects using rapid prototyping equipment of design projects within a design discipline course. Design production using leading edge computer aided design software, prototyping technologies, principles and practices. Total of 18 hours lecture and 54 hours laboratory.

Grade Mode: L, A

Rationale: This course is being updated to reflect industry trends and software and fabrications skills exposure to a variety of disciplines. We are removing the prerequisite of DT100 from this course as this course as that course is being archived. This updated course provides opportunities for incumbent workers needing a refresher on new technology and prototyping methods. This also fulfills a need for students in various disciplines to gain access and exposure to design and fabrication working on projects using computer aided design software and a variety of prototyping tools. Class cap reduced to 20 due to the high level of software and fabrication use per student and their project development. We are also modifying lecture/lab hours as some lecture hours need to be integrated to present digital software tools and fabrication methods. Students will be working collaboratively in their courses and with the Fab Lab instructor to design, develop, and fabricate using state-of-the-art technology. Modification of CCOs, addition of MOIs, MOEs, modification of assignment.

MODIFICATION – SLOs, SPOs, CCO, MOIs, MOEs, assignment – Effective Summer 2019

#### PLGL 135B WILLS, TRUSTS, PROBATE ADMINISTRATION

3 units

Prerequisite: PLGL 135A.

Probate administration and mechanics, summary administration, family allowance and homestead, estate planning and use of trusts. Total of 54 hours lecture.

Grade Mode: L, A, P

Rationale: Review and update of course content. Modification of SLO's, SPO's, and CCO's, and addition of MOI's, MOE's, and Assignments

MODIFICATION – SLOs, SPOs, CCO, MOIs, MOEs, assignment, catalog description – Effective Summer 2019

PLGL 136 PROPERTY LAW, BANKRUPTCY AND CREDITORS RIGHTS

3 units

Prerequisite: Enrollment in or completion of PLGL 134.

Law of personal property, real property, joint ownership, leases, deeds; drafting problems in real estate transactions; systems of recording, search of public documents, bankruptcy laws and forms; creditors' rights, debtors' exemptions and secured transactions. Total of 54 hours lecture.

Grade Mode: L, A, P

Rationale: Review and update of course content. Modification and addition of SLO's, SPO's, MOI's, MOE's, CCO's, Assignments and catalog description.

DELETION – Effective Summer 2019

DT 100 DESIGN TECHNOLOGY PATHWAY

3 units

Rationale: This course was originally developed for the Design Technology pathway which focused on basic skills development and remedial learners. There has been no need for this course, and the last offering was in 2013-2014.

## PERFORMING AND COMMUNICATION ARTS

MODIFICATION – Title, SLOs, SPOs, MOEs, MOIs, assignment, catalog description, grade mode, repeatability (remove) – Effective Summer 2019

DANC 004H FLAMENCO DANCE

1 unit

Dance skills and techniques specific to Flamenco Dance and other related folkloric dances of Spain. Practice includes: music, rhythms and accent, instruments and tonal qualities; body carriage and style; steps, patterns and combinations; variations and whole dances. Historical and multi-cultural aspects of Flamenco dance and music will be considered, discussed, and embodied. Total of 54 hours laboratory.

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

Grade Mode: L, A, P

Rationale: Changing name from "WORLD ETHNIC DANCE: SPAIN AND PORTUGAL" to "FLAMENCO DANCE." This is a clearer title, specifying the specific dance form taught in the class. Updating SLOs, SPOs, Methods of Instruction, Methods of Evaluation, assignments, and catalogue description. Grade mode changed from L, A to L, A, P. Removed repeatability

MODIFICATION – Course title, SLOs, SPOs, content, MOIs, MOEs, assignment, catalog description, grade mode, repeatability (remove) – Effective Summer 2019

DANC 005A SOCIAL DANCE I

1 unit

Skills in popular social dances of the late 19th to mid-20th century, providing a chronological survey. Topics include: Cha Cha, Charleston, Foxtrot, Mambo, Merengue, Polka, Rhumba, Swing, Samba, Salsa, Tango,

Waltz. Provides dance students with a strong foundation in partnering skills and proficiency in vernacular genres of American dance, including their cultural and historical origins. Total of 54 hours laboratory.

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

Grade Mode: L, A, P

Rationale: Updates SLOs, SPOs, CCOs, Methods of Instruction, Methods of Evaluation, Assignments, Catalogue Description. Changed name of course from "Social Dance" to "Social Dance I." Grade mode changed from L to L, A, P.

Removed repeatability.