**PASADENA CITY COLLEGE**

**CURRICULUM AND INSTRUCTION COMMITTEE**

**MINUTES OF MEETING**

**THURSDAY, MARCH 19, 2020**

**CALLED TO ORDER:** 1:18 p.m.

**CO-CHAIRPERSON:** Sharon Bober

The following Curriculum and Instruction Committee members were present:

**FACULTY CHAIRPERSON**

Sharon Bober

**INSTRUCTIONAL UNITS**

Salvador Diaz, Business, Engineering & Technology

Jeff Hupp, Counseling and Career Services

Sebrenia Law, Health Sciences

Mike Terrill, Kinesiology, Health and Athletics

Maria Pehlivanova, Languages

Walter Butler, Library

Richard Abdelkerim, Mathematics and Computer Science

John Hanley, Natural Sciences

Henry Shin, Performing & Communication Arts

Bakhtawar Bhadha, Social Sciences

Daisuke Yamaguchi, Visual Arts & Media Studies

**DIVISION DEANS**

Lynora Rogacs

Natalie Russell

Isela Ocegueda

**MEMBERS EX-OFFICIO**

Sharis Amirian, Articulation Officer

**VISITORS**

Matt Henes

Tanysha Laney

Melissa Anderson

Katherine Rodriguez

Shi Jia

**I.** **WELCOME**

Self-introductions were made.

**II. PUBLIC COMMENT**

None

**III. APPROVAL OF MINUTES**

Meeting Minutes for February 27, 2020.

**ON MOTION** by Sharis Amirian and seconded by Maria Pehlivanova, the committee voted to approve the minutes from meeting 2. ABSTAIN = 1 (Isela Ocegueda)

**IV. COMMITTEE DISCUSSION**

**ON MOTION** by John Hanley and seconded by Walter Butler, the committee voted unanimously to approve the addition of ASSOCIATE IN ARTS IN LAW, PUBLIC POLICY, AND SOCIETY DEGREE FOR TRANSFER.

**ON MOTION** by John Hanley and seconded by Richard Abdelkerim, the committee voted to approve the modification to BUS 112. ABSTAIN = 1 (Isela Ocegueda)

**ON MOTION** by Sharis Amirian and seconded by Dice Yamaguchi, the committee voted unanimously to approve the modification to BUS 160.

**ON MOTION** by Sharis Amirian and seconded by Walter Butler, the committee voted unanimously to approve the modification of ASSOCIATE IN SCIENCE IN ADMINISTRATION OF JUSTICE DEGREE FOR TRANSFER.

**ON MOTION** by John Hanley and seconded by Bakhtawar Bhadha, the committee voted unanimously to approve the modifications to PHYS 001B and PHYS 001C.

**ON MOTION** by Dice Yamaguchi and seconded by Walter Butler, the committee voted unanimously to approve the Distance Education updates to PHYS 001B and PHYS 001C.

**ON MOTION** by John Hanley and seconded by Dice Yamaguchi, the committee voted unanimously to approve the modification to PHYS 008A.

**ON MOTION** by John Hanley and seconded by Richard Abdelkerim, the committee voted unanimously to approve the modification of the prerequisite to PHYS 008A.

**ON MOTION** by Isela Ocegueda and seconded by Jeff Hupp, the committee voted unanimously to approve the deletions of ESLN 1010, ESLN 1015, ESLN 1020, ESLN 1030, ESLN 1031, ESLN 1040, ESLN 1050, ESLN 1051, and ESLN 1052.

**ON MOTION** by Henry Shin and seconded by Richard Abdelkerim, the committee voted unanimously to approve the modifications to MUSC 053.

**ON MOTION** by Henry Shin and seconded by Richard Abdelkerim, the committee voted unanimously to approve the deletion of MUSC 054.

**ON MOTION** by John Hanley and seconded by Sharis Amirian, the committee voted unanimously to take a 10-minute break.

The committee reviewed and discussed the following:

* BP/AP 4260
* Technical Review

**V. ANNOUNCEMENTS**

None.

**VI. ADJOURNMENT**

**ON MOTION** by John Hanley and seconded by Sharis Amirian, the meeting adjourned at 3:33 p.m.

**ADDENDUM**

**BUSINESS AND ENGINEERING TECHNOLOGY**

**ADDITION – Effective Summer 2021**

**ASSOCIATE IN ARTS IN LAW, PUBLIC POLICY, AND SOCIETY DEGREE FOR TRANSFER**

**32-33 units**

An AA-T in Law, Public Policy, and Society is intended as good preparation for students interested in law school upon completion of a bachelor's degree. This interdisciplinary area emphasizes the development of logical, analytical and communication skills; introduces students to the legal field; and prepares students for further study in a variety of majors such as Philosophy, Economics, Political Science, Communication Studies, History, or Social and Behavioral Sciences. Students who opt to pursue this course of study are encouraged to engage in further exploration of one or more specific majors as they select electives for degree completion.

PLEASE NOTE: The courses that universities and colleges require for transfer vary. When selecting courses for transfer purposes, students should consult with Counseling Services to determine the particular transfer requirements of specific institutions.

**Requirements for the Major**

All courses must be completed with a grade of C or better. All courses must be numbered 1-99. Students must complete a minimum of 18-19 units, as set forth in the two tables below.

The Associate in Art in Law, Public Policy, and Society for Transfer degree will be awarded upon completion of coursework totaling 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of “C” or better. (Students completing this degree are not required to fulfill additional PCC graduation requirements)

Pasadena City College may certify a maximum of 39-41 units as having fulfilled the CSU lower division general education requirements.

3. New program requirements.

**Associate in Art in Law, Public Policy, and Society for Transfer**

**REQUIRED CORE (24 UNITS)**

AJ 10 – Introduction to the Administration of Justice (3)

**or** AJ 012 – Concepts of Criminal Law (3)

**or** AJ 016 – Principles and Procedures of the Justice System (3)

**or** BUS012A – Business Law (3)

PHIL 003 – Ethics (3)

SPCH 001 – Fundamentals of Speech (3)

**or** SPCH 001H – Honors Fundamentals of Speech (3)

**or** SPCH 006 – Argumentation and Debate (3)

**or** SPCH 009 – Small Group Communication (3)

**or** SPCH 012 – Argumentation and Critical Thinking (3)

ENGL 001A – Reading and Composition (4)

**or** ENGL 001AH – Honors Reading and Composition (4)

SPCH 012 – Argumentation and Critical Thinking (3)

**or** SPCH 002 – Persuasion (3)

**or** ENGL 001C – Intermediate Composition – Critical Thinking and Argument (4)

**or** ENGL 001CH – Honors Intermediate Composition – Critical Thinking and Argument (4)

**or** PHIL 030 – Logic (3)

STAT 015 – Statistics for Business and Economics (4)

**or** STAT 050 – Elementary Statistics (4)

**or** STAT 050H – Honors Elementary Statistics (4)

**or** STAT 018 – Statistics for Behavioral and Social Sciences (4)

HIST 007A – United States History to 1876 (3)

**or** HIST 007AH – Honors United States History to 1876 (3)

**or** HIST 007B – United States History from 1876 (3)

**or** HIST 007BH – Honors United States History from 1876 (3)

POLS 001 – Introduction to American Government and Politics (3)

**LIST A: SELECT 2 COURSES FROM BELOW FROM TWO OF THE REAS LISTED BELOW NOT ALREADY USED (6 UNITS)**

AJ 010 – Introduction to the Administration of Justice (3)

**or** AJ 012 – Concepts of Criminal Law (3)

**or** AJ 014 – Legal Aspects of Evidence (3)

**or** AJ 016 – Principles and Procedures of the Justice System (3)

**or** AJ 018 – Community Relations (3)

**or** SOC 015 – Crime, Delinquency and Society (3)

BUS 012A – Business Law (3)

ECON 001B – Principles of Economics (3)

**or** ECON 001A – Principles of Economics (3)

**or** ECON 001BH – Honors Principles of Microeconomics (3)

**or** ECON 001AH – Honors Principles of Macroeconomics (3)

POLS 022 – Introduction to Political Theory (3)

**or** POLS 002 – Comparative Government and Politics (3)

**or** POLS 006 – The U.S. And World Politics (3)

**or** POLS 007 – Principles of Political Science (3)

GLBL 001 – Introduction to Global Studies (3)

**or** GLBL 002 – Issues In Global Studies (3)

**or** JOUR 009 – Public Relations and Organizational Communication (3)

**or** SOC 002 – Contemporary Social Problems (3)

**or** HED 051 – Health and Social Justice (3)

**or** HED 052 – Drugs, Health, and Society (3)

ANTH 002 – Cultural Anthropology (3)

**or** ANTH 002H – Honors Cultural Anthropology (3)

**or** GEOG 002 – Cultural Geography (3)

**or** SOC 014 – Introduction to Ethnic Studies (3)

**or** SOC 030 – Introduction t.021o Gender (3)

**or** LING 012/ENGL 012 – Intercultural Communication (3)

REQUIRED SUBTOTAL..........................................................................................32 - 33

CSU General Education or IGETC Pattern................................................................37 - 39

DEGREE TOTAL ...................................................................................................... 60

**MODIFICATION – NCN, Distance Education, texts – Effective Summer 2021**

**BUS 112 BUSINESS ENGLISH**

**3 units**

**Recommended Preparation:** *ENGL 400 or ESL 033B.*

Review of grammar mechanics; writing effective business communications through study of word usage, punctuation, sentence pattern and structure, and paragraphing. Total of 54 hours lecture.

**Grade Mode:** L

**Rationale:** Updating Form D, NCN (35 to 40) and book edition ONLY.

**MODIFICATION – Distance Education, texts – Effective Summer 2021**

**BUS 160 SALES AND CUSTOMER SERVICE**

**3 units**

Analysis of the steps involved in the selling process and the delivery of effective customer service in order to enhance goodwill and improve company performance. Theory and skills include building customer rapport, handling problems and complaints, communicating, dealing with difficult customers and projecting a professional image. Development of the relationship between the company and the competition. Total of 54 hours lecture.

**Grade Mode:** L

**Rationale:** Updating Form D and textbooks ONLY.

**MODIFICATION – course additions – Effective Summer 2021**

**ASSOCIATE IN SCIENCE IN ADMINISTRATION OF JUSTICE DEGREE FOR TRANSFER**

**18-19 units**

The Associate in Science in Administration of Justice for Transfer (AS-T) prepares students for entry- level positions as police officers, police reserve officers, police assistants and community service officers in police and sheriffs departments and for positions in private security, as well as, preparation for careers in probation, parole and federal law enforcement agencies.

Emphasis is on critical thinking, oral communication skills and writing skills essential to today’s law enforcement employees. Students are kept informed of changes in law enforcement such as community policing, laws of arrest, search and seizure and updates to the state penal code. Role playing and Moot court presentation are included to enhance oral communication skills and preparation of written reports. Training is also provided in the area of crime analysis and use of computer technology in law enforcement.

PLEASE NOTE: The courses that universities and colleges require for transfer vary. When selecting courses for transfer purposes, students should consult with Counseling Services to determine the particular transfer requirements of specific institutions.

**Requirements for the Major**

All courses must be completed with a grade of C or better. All courses must be numbered 1-99. Students must complete a minimum of 18-19 units, as set forth in the two tables below.

The Associate in Science in Administration of Justice for Transfer degree will be awarded upon completion of coursework totaling 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of “C” or better. (Students completing this degree are not required to fulfill additional PCC graduation requirements)

Pasadena City College may certify a maximum of 37-39 units as having fulfilled the CSU lower division general education requirements.

3. New program requirements.

**Associate in Science in Administration of Justice for Transfer**

**REQUIRED TWO COURSES (6 UNITS)**

AJ 10 – Introduction to the Administration of Justice (3)

AJ 012 – Concepts of Criminal Law (3)

**LIST A: SELECT 2 COURSES FROM BELOW (6 UNITS)**

AJ 014 – Legal Aspects of Evidence (3)

AJ 016 – Principles and Procedures of the Justice System (3)

AJ 019 – Principles of Investigation (3)

AJ 018 – Community Relations (3)

**LIST B: SELECT 2 COURSES FROM BELOW (MINIMUM 6 UNITS)**

SOC 001 – Introduction to Sociology (3)

STAT 015 – Statistics for Business and Economics (4)

**or** STAT 018 – Statistics for Behavioral or Social Sciences (4)

**or** STAT 050 – Elementary Statistics (4)

**or** STAT 050H – Honors Elementary Statistics (4)

PSYC 001 – Introductory Psychology (3)

**or** PSYC 001H – Honors Introductory Psychology (3)

POLS 001 – Introduction to American Government (3)

SOC 002 – Contemporary Social Problems (3)

REQUIRED SUBTOTAL..........................................................................................18 - 19

CSU General Education or IGETC Pattern................................................................37 - 39

**DEGREE TOTAL ...................................................................................................... 60**

**Rationale:** Addition of honors courses, addition of AJ 016 to List A, removal of “OR” between POLS 001 and SOC 002.

**NATURAL SCIENCES**

**MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, NCN, prereqs (added MATH 005AH) – Effective Summer 2020**

**PHYS 001B GENERAL PHYSICS**

**5 units**

**Prerequisites:** *PHYS 001A* ***and*** *either MATH 005A or MATH 005AH.*

Calculus-based study of gravitation, fluid mechanics, oscillations and waves, and thermodynamics. **For** STEM majors but open to all qualified students. Total of 72 hours lecture and 72 hours laboratory.

*Transfer Credit: CSU; UC credit limitations. See counselor. C-ID: PHYS SEQ 200S (with PHYS 001A, 001C, 001D)*

**Grade Mode:** L, P

**Rationale:** The Physics 1-series is due to be phased out and replaced by the new Physics 8-series. However, this will not start until Fall 2021, when Physics 8A will be offered for the first time. After Fall 2021, we will likely continue to offer Physics 1BCD for a couple of more semesters, to accommodate the students who are already in the 1-series pipeline before the commencement of the 8-series. The primary purpose of this proposal is to update Form-D of Physics 1B, so it can continue to be offered in the hybrid platform, along with Physics 1A (whose Form-D is current), for the next two academic years before it is discontinued.

Additional modifications in this proposal include:

=> Updated SLOs for clarity (both in understanding and assessment);

​=> Revised SPOs to reflect actual performance objectives;

=> Updated CCOs to include more detail and have appropriate format;

=> Expanded and clarified Methods of Instruction and Methods of Evaluation of Student Performance;

​=> Updated textbook and lab manual editions to current;

=> Updated Form Bs to reflect changes made in the main C&I information; Modified prereqs.

==> NCN increased from 24 to 28.

**MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, NCN, prereqs (added MATH 005AH) – Effective Summer 2020**

**PHYS 001C GENERAL PHYSICS**

**5 units**

**Prerequisites:** *PHYS 001B* ***and*** *either MATH 005B or MATH 005BH.*

Calculus-based study of electricity and magnetism, and geometrical and physical optics. Total of 72 hours lecture and 72 hours laboratory. **For** STEM majors but open to all qualified students.

*Transfer Credit: CSU, UC credit limitations. See counselor. \*C-ID: PHYS 210; PHYS SEQ 200S (with PHYS 001A, 001B, 001D)*

**Grade Mode:** L, A, P

**Rationale:** The Physics 1-series is due to be phased out and replaced by the new Physics 8-series. However, this will not start until Fall 2021, when Physics 8A will be offered for the first time. After Fall 2021, we will likely continue to offer Physics 1BCD for a couple of more semesters, to accommodate the students who are already in the 1-series pipeline before the commencement of the 8-series. The primary purpose of this proposal is to update Form-D of Physics 1C, so it can continue to be offered in the hybrid platform, along with Physics 1A (whose Form-D is current), for the next two academic years before it is discontinued.

Additional modifications in this proposal include:

=> Updated SLOs for clarity (both in understanding and assessment);

=> Revised SPOs to reflect actual performance objectives;

=> Updated CCOs to include more detail and have appropriate format;

=> Expanded and clarified Methods of Instruction and Methods of Evaluation of Student Performance;

=> Updated textbook and lab manual editions to current;

=> Updated Form Bs to reflect changes made in the main C&I information; Modified prereqs.

==> NCN increased from 24 to 28.

**MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, NCN, prereqs (added MATH 005AH) – Effective Summer 2020**

**PHYS 008A PHYSICS FOR SCIENTISTS AND ENGINEERS I: MECHANICS**

**5 units**

**Prerequisite:** *MATH 005A or MATH 005AH.*

**Recommended Preparation:** *PHYS 108.*

Calculus-based study of classical mechanics, including kinematics, Newton's laws of motion, work and energy, linear and angular momentum, rigid-body rotation and equilibrium, gravitation, and fluids. **No credit** if taken after PHYS 001A. Total of 72 hours lecture and 72 hours laboratory.

*Transfer Credit: CSU; UC credit under review.*

**Grade Mode:** L, P

**Rationale:** The purpose of this proposal is to remove Physics 108 as a prerequisite for Physics 8A, and change it to a recommended preparation.

NCN increased from 24 to 28.

The Physics 8-series is a new, 3-semester series which will replace the 4-semester Physics 1-series. The shortened length of the new series demands greater level of preparedness of our students as they enter the 8-series. Physics 108 is a 2-unit short preparatory course which helps address this issue. The full impact of the challenge, however, is still to be assessed. Making Physics 108 a recommended preparation instead of a prerequisite for Physics 8A will allow us to gather data about the success rates of the students who have taken Physics 108 before taking 8A versus those who haven't, while at the same time eliminating the negative effect of an added prerequisite course to the enrollment of the 8-series.

We plan to make a full assessment of the effect of Physics 108 on the success rate of Physics 8A after the first two years of offering Physics 8-series, and revisit the issue of making Physics 108 a prerequisite of Physics 8A, based on the results of the assessment.

**NONCREDIT**

**DELETIONS – Effective Summer 2021**

**ESLN 1010 – ENGLISH AS A SECOND LANGUAGE – LEVEL 1**

**0 units**

**Rationale:** This class hasn't been offered for ten years. New courses were written to replace this class and others in the series. This course should have been deleted when the new rewritten curriculum began to be offered. Discussed this with 28 adjunct faculty members who agreed to this deletion.

**ESLN 1015 ENGLISH AS A SECOND LANGUAGE-LEVEL 2**

**0 units**

**Rationale:** This class hasn't been offered for ten years. New courses were written to replace this class and others in the series. This course should have been deleted when the new rewritten curriculum began to be offered. Discussed this with 28 adjunct faculty members who agreed to this deletion.

**ESLN 1020 ENGLISH AS A SECOND LANGUAGE-LEVEL 3**

**0 units**

**Rationale:** This class hasn't been offered for ten years. New courses were written to replace this class and others in the series. This course should have been deleted when the new rewritten curriculum began to be offered. Discussed this with 28 adjunct faculty members who agreed to this deletion.

**ESLN 1030 ENGLISH AS A SECOND LANGUAGE-LEVEL 4**

**0 units**

**Rationale:** This class hasn't been offered for ten years. New courses were written to replace this class and others in the series. This course should have been deleted when the new rewritten curriculum began to be offered. Discussed this with 28 adjunct faculty members who agreed to this deletion.

**ESLN 1031 ENGLISH AS A SECOND LANGUAGE - LEVEL 5**

**0 units**

**Rationale:** This class hasn't been offered for ten years. New courses were written to replace this class and others in the series. This course should have been deleted when the new rewritten curriculum began to be offered. Discussed this with 28 adjunct faculty members who agreed to this deletion.

**ESLN 1040 ENGLISH AS A SECOND LANGUAGE**

**0 units**

**Rationale:** This course was rewritten and has not been offered since the rewritten class began to be offered. It should have been deleted at that time.

**ESLN 1050**  **ESL AMERICAN CULTURE**

**0 units**

**Rationale:** This course was rewritten and has not been offered since the rewritten class began to be offered. It should have been deleted at that time.

**ESLN 1051 ESL BASIC WRITING SKILLS**

**0 units**

**Rationale:** This course was rewritten and has not been offered since the rewritten class began to be offered. It should have been deleted at that time.

**ESLN 1052 ESL GRAMMAR REVIEW AND VOCABULARY DEVELOPMENT**

**0 units**

**Rationale:** This course was rewritten and has not been offered since the rewritten class began to be offered. It should have been deleted at that time.

**PERFORMING AND COMMUNICATION ARTS**

**MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, catalog description, prereq (moved to enrollment limitation), texts, repeatability - Effective Summer 2021**

**MUSC 053 INSTRUMENTAL/VOCAL WORKSHOPS**

**1 unit**

**Enrollment Limitation:** *Retention based on successful audition.*

Rehearsal and public performance of representative literature for varied types of large and small ensembles. Recommended previous instrumental or vocal ensemble experience. Maximum credit 4 units, 1 unit each semester. **Maximum of 4 enrollments** allowed in the **Traditional Ensemble Family**: MUSC 043, 053, 060, 062, 133AB. Total of 54 hours laboratory.

*Transfer Credit: CSU; UC*

**Grade Mode:** L, A

**Rationale:** Update SLOs, SPOs, CCOs, MOI, MOE, catalogue description (cut Required instructional trips). Prereq (Retention based on successful audition.) moved to Enrollment Limitation. Added SPOs for SLO 3, MOIs related to course objectives, MOEs updated, updated textbook information, added repeatability.

**DELETION**

**MUSC 054 LANCER VARSITY BAND**

**1 unit**

**Rationale:** Course has not been offered in over 10 years.