

**PASADENA CITY COLLEGE
CURRICULUM AND INSTRUCTION COMMITTEE
MINUTES OF MEETING
THURSDAY, SEPTEMBER 17, 2020**

CALLED TO ORDER: 1:16 p.m.

CO-CHAIRPERSONS: John Hanley
Sharon Bober

The following Curriculum and Instruction Committee members were present:

FACULTY CHAIRPERSONS

John Hanley
Sharon Bober

INSTRUCTIONAL UNITS

Salvador Diaz, Business, Engineering & Technology
Jeff Hupp, Counseling and Career Services
Manuel Perea, English
Sebrenia Law, Health Sciences
Mike Terrill, Kinesiology, Health and Athletics
Maria Pehlivanova, Languages
Walter Butler, Library
Linda Hintzman, Mathematics and Computer Science
Erika Catanese, Natural Sciences
Henry Shin, Performing & Communication Arts
Bakhtawar Bhadha, Social Sciences
Daisuke Yamaguchi, Visual Arts & Media Studies

DIVISION DEANS

Martha House
Natalie Russell
Lynora Rogacs
Julie Kiotas

STUDENTS

Christina Zhang, ASPCC VP for Academic Affairs

MEMBERS EX-OFFICIO

Sharis Amirian, Articulation Officer
Armando Duran, Dean, Counseling and Student
Success Services

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.

RESOURCE EXPERT

Matthew Henes, President, Academic Senate

VISITORS

Tanysha Laney

Melissa Anderson

Christina Zhang

Stephanie Marshall

Misty Henry

Patrick McGee

Micah Young

Padma Ganapathi

I. WELCOME

Self-introductions were made.

II. PUBLIC COMMENT

None.

III. APPROVAL OF MINUTES

Meeting Minutes for September 10, 2020.

BY MAJORITY CONSENT, the committee approved the minutes from meeting 3. **ABSTAIN**
= 1 (Bakhtawar Bhadha)

IV. COMMITTEE DISCUSSION

The committee reviewed and discussed the following:

ON MOTION by Linda Hintzman and seconded by Mike Terrill, the committee unanimously approved the modification of WELD 145.

ON MOTION by Bakhtawar Bhadha and seconded by Mike Terrill, the committee unanimously approved the modification of WELD 303.

ON MOTION by Sharis Amirian and seconded by Jeff Hupp, the committee unanimously approved the modification of the ASSOCIATE IN SCIENCE DEGREE IN BUSINESS ADMINISTRATION FOR TRANSFER.

ON MOTION by Linda Hintzman and seconded Bakhtawar Bhadha, the committee unanimously approved the deletions of AJ 130 and AJ 190.

ON MOTION by Bakhtawar Bhadha and seconded by Mike Terrill, the committee unanimously approved the modifications of KINT 055A and KINT 055B.

ON MOTION by Jeff Hupp and seconded by Linda Hintzman, the committee unanimously approved the agenda addition of the advisories change to KINT 055B.

ON MOTION by Bakhtawar Bhadha and seconded by Sharis Amirian, the committee unanimously approved the modification of the prerequisite for KINT 055B.

ON MOTION by Maria Pehlivanova and seconded by Erika Catanese, the committee unanimously approved the modification of LIB 102.

ON MOTION by Sharis Amirian and seconded by Linda Hintzman, the committee unanimously approved the Distance Education renewal for LIB 102.

ON MOTION by Jeff Hupp and seconded by Maria Pehlivanova, the committee unanimously approved the modification of LIB 120.

ON MOTION by Jeff Hupp and seconded by Bakhtawar Bhadha, the committee unanimously approved the Distance Education renewal for LIB 120.

ON MOTION by Erika Catanese and seconded by Linda Hintzman, the committee unanimously approved the modification of CHEM 108.

ON MOTION by Bakhtawar Bhadha and seconded by Sharis Amirian, the committee unanimously approved the modification of ECON 001AH.

ON MOTION by Jeff Hupp and seconded by Bakhtawar Bhadha, the committee unanimously approved the modification of prerequisites to ECON 001AH.

Temporary Distance Education Addenda – Additions

Health Science

GERO 140 – Fall 2020

Noncredit

AHSD 6400– Fall 2020
AHSD 6404 – Fall 2020
AHSD 6426 – Fall 2020
AHSD 6432 – Fall 2020
BUSN 2601A – Fall 2020
BUSN 7305 – Fall 2020
OLAD 3120 – Fall 2020
PAR 7681A – Fall 2020
PAR 7681B – Fall 2020
PAR 7682 – Fall 2020
PAR 7683 – Fall 2020

The committee reviewed and discussed the following:

NCN – Class Size
AP 4025

ON MOTION by Linda Hintzman and seconded by Maria Pehlivanova, the committee unanimously approved the updates to AP 4025.

Credit for Prior Learning
WebCMS follow-up
Technical Review

V. ANNOUNCEMENTS

None.

VI. ADJOURNMENT

BY UNANIMOUS CONSENT, the committee approved to adjourn the meeting at 3:53 p.m.

ADDENDUM

BUSINESS AND COMPUTER TECHNOLOGY

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, assignments – Effective Summer 2021 WELD 145 INTRODUCTION TO TIG WELDING

1 unit

Prerequisites: WELD 044A or WELD 044B.

Fundamentals of the Tungsten Inert Gas (TIG) or Gas Tungsten Arc (GTAW) welding process, equipment, welding of aluminum and other special metals. Filler rod selection and TIG welding safety. Total of 54 hours laboratory.

Grade Mode: L, A

Rationale: Course needs revision and organization of SLOs, SPOs and CCOs. Inclusion of Methods of Instruction, Methods of Evaluation of Student Performance and Assignments.

MODIFICATION – MOEs, assignments, text – Effective Summer 2021 WELD 303 LAC WELDING LICENSE WRITTEN EXAM PREP

3 units

Preparation for the LAC Structural Weld License, written exam. No 'hands on' welding in this class. Emphasis on the AWS D 1.1 Structural Steel Code, welding symbols, joint design, electrode classification and general principals of FCAW and SMAW arc welding processes. At the end of the course you will need to go through the LAC Application process to pay for and schedule your test. Total of 54 hours lecture.

Grade Mode: L, A

Rationale: CTE biannual review. Update to MOE, assignments and textbook.

MODIFICATION – removal of CIS 001 from List B – Effective Summer 2021 ASSOCIATE IN SCIENCE DEGREE IN BUSINESS ADMINISTRATION FOR TRANSFER 28-29 units

This program provides an opportunity for students to earn an Associate in Science in Business Administration for Transfer while preparing to transfer as an upper division student to a four-year college or university. For those students considering a career in business, a baccalaureate degree is necessary. However, the attainment of an Associate in Science in Business Administration for Transfer will demonstrate commitment to the field and the student's ability to complete an educational goal. An Associate in Science in Business Administration for Transfer is awarded for satisfactory performance in major courses, as well as completion of general education and graduation requirements

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 37-39 units as having fulfilled the CSU lower division general education requirements.

REQUIRED COURSES (18 UNITS)

- ACCT 001A – Financial Accounting (5)
- ACCT 001B – Managerial Accounting (4)
- ECON 001A – Principles of Economics (3)
- or ECON 001AH – Honors Principles of Macroeconomics (3)
- ECON 001B – Principles of Economics (3)
- or ECON 001BH – Honors Principles of Microeconomics (3)
- BUS 012A – Business Law (3)

LIST A: SELECT 1 COURSE FROM BELOW (4 UNITS)

- BUS 014B – Mathematical Analysis for Business – Calculus (4)
- STAT 015 – Statistics for Business and Economics (4)
- STAT 050 – Elementary Statistics (4)
- or STAT 050H – Honors Elementary Statistics (4)
- BUS 014A – Mathematical Analysis for Business – Finite (4)

LIST B: SELECT 2 COURSES FROM BELOW OR ANY COURSE FROM LIST A NOT ALREADY USED (6-7 UNITS)

- BIT 025 – Survey of Computer Technology in Business (3)
- or CIS 010 – Introduction to Information Systems (3)
- BUS 009 – Introduction to Business (3)
- or BUS 011A – Business Communications (3)

REQUIRED SUBTOTAL.....	28-29
CSU General Education or IGETC Pattern.....	39-37
DEGREE TOTAL	60

DELETION – Effective Summer 2021

AJ 130 FIREARMS

1 unit

Rationale: This course is no longer part of the program and no longer being taught.

DELETION – Effective Summer 2021

AJ 190 INTRODUCTION TO FORENSICS

3 units

Rationale: This course is no longer part of the program and no longer being taught.

KINESIOLOGY, HEALTH AND ATHLETICS

MODIFICATION – catalog description, course title, SLOs, SPOs, CCOs, MOIs, MOEs, assignments, grade mode, text – Effective Summer 2021

KINT 055A PROFESSIONAL ACTIVITIES - SOCCER I

2 units

Soccer fundamentals; theory and teaching of offensive and defensive strategy. Total of 36 hours lecture and 18 hours laboratory.

Transfer Credit: CSU; UC limitations. See counselor.

Grade Mode: L, A, P

Rationale: Course Update – 6 year Review. Course title, SLOs, SPOs, CCOs, MOI's, MOEs, assignments, grade mode (add P/NP), textbook, update catalog description.

MODIFICATION – catalog description, course title, prerequisite (KINT 055A removed), SLOs, SPOs, CCOs, MOIs, MOEs, assignments, grade mode, texts – Effective Summer 2021

KINT 055B PROFESSIONAL ACTIVITIES - SOCCER II

2 units

Advanced analysis of soccer fundamentals; theory and teaching of offensive and defensive strategies. Principles of practice and game application. Total of 36 hours lecture and 18 hours laboratory.

Transfer Credit: CSU; UC limitations. See counselor.

Grade Mode: L, A, P

Rationale: Course modifications. Updating the following: Course titles SLOs, SPOs, CCOs, MOEs, MOIs removing the prerequisite of KINT 055A, assignments, addition of P/NP for grade mode, texts, catalog description.

LIBRARY

MODIFICATION – SPOs, CCOs, MOIs, MOEs, assignments, texts, grade mode, Form D update – Effective Summer 2021

LIB 102 INTRODUCTION TO REFERENCE SERVICES

3 units

Prerequisites: 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, P

Rationale: Part of 2-year Program Review Cycle (2020). Modification/updates to SPOs, CCOs, MOIs, MOEs, assignments, and textbooks. Updated grading to accept pass/no pass. Updated to "fully online" per tech review recommendation. Updated Form D sections per tech review recommendations.

MODIFICATION – SPOs, CCOs, grade mode, min quals, Form D update – Effective Summer 2021

LIB 120 INTRODUCTION TO ARCHIVES & SPECIAL COLLECTIONS

3 units

Recommended Preparation: LIB 101.

Basic archival principles and practices including: handling, storing, describing, organizing, and preserving documents and data. Use of Describing Archival Collections (DACs) for discovery of archival collections. Survey of current online systems for managing archival materials. For students interested in working in archives or special collections. Total of 54 hours lecture.

Grade Mode: L, P

Rationale: Part of 2-year Program Review Cycle (2020). Updated SPOs. Minor revision to CCO. Updated minimum qualifications. Revised Form B to align to changes. Addition P/NP for grade mode. Updated to be Fully Online per tech review recommendation. Updated Form D per tech review recommendations.

NATURAL SCIENCES

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, texts – Effective Summer 2021

CHEM 108 PROBLEM SOLVING SKILLS FOR SUCCESS IN ORGANIC CHEMISTRY

1 unit

Corequisite: CHEM 008B.

Development and rigorous practice of essential study techniques and course material for success in CHEM 008B. Integration of supplemental instruction, problem solving strategies and critical thinking skills. Pass/no pass grading. Total of 18 hours lecture.

Grade Mode: A, P

Rationale: This is a routine 6-year update for the CHEM 108 course. No major changes are made in the proposal. Update SLOs and align SPOs with SLOs, update texts. Update Form B. Modification to MOIs, MOEs, CCOs.

SOCIAL SCIENCES

MODIFICATION – prerequisites, CCOs, MOIs, MOEs, assignments, texts, grade mode, NCN – Effective Summer 2021

ECON 001AH HONORS PRINCIPLES OF MACROECONOMICS

3 units

Prerequisite: MATH 125.

Enrollment Limitations: Acceptance into the Honors program.

Introductory course in macroeconomic concepts and tools of economic analysis. Theory of demand and supply, national income accounting, economic growth, recessions and inflation. Fiscal and monetary theories and policies. The Federal Reserve system, tools of monetary control and international trade and finance. This enriched course is designed for the Honors Program allowing, for example, more student directed discussions and more extensive writing assignments that include analysis of economic principles. No credit if taken after ECON 001A. Total of 54 hours lecture.

Transfer Credit: CSU; UC; C-ID: ECON 202

Grade Mode: L, P

Rationale: Update: Text book updated to newer edition. CCOs updated to include (Brief description of) Honors Topics (fuller version appears in "Assignment"). MOI, MOE updated to include specific examples. Assignment updated to correspond to the assignments in Econ 001A and updated HONORS TOPIC assignment. Prerequisites update: MATH 127B & MATH 128B & MATH 250 have been archived and hence omitted from the prerequisite list. Fix an error in grading: Course taken for letter grade only (L only); the option of L/P has been deleted in the catalogue description. Class Size: limited to 35 as there is greater amount of writing assignment and need for more individual attention.

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Noncredit

AHSD 6400– Fall 2020

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BUSN 2601A – Fall 2020

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OLAD 3120 – Fall 2020

PAR 7681A – Fall 2020

PAR 7681B – Fall 2020

PAR 7682 – Fall 2020

PAR 7683 – Fall 202