Present: Douglas Austin – Faculty/ June 2008
Debby Bowman – Faculty / June 2008
Wanda Cunyngham – Dean of Continuing and Contract Education
Dyane Duffy – Faculty/June 2009
Albert Graciano – Faculty/ June 2008
Dana Hester – Academic Senate President
Kim Holland – Director of Vocational Education
David Kary – Faculty/ June 2009 – /Interim Chair – Spring 2008
Dennis Korn for James Lancaster – Faculty / June 2008
Stephen Lindsey – Dean of Business and Distance Education
Irene Malmgren – Vice President of Instruction
David Overly – Faculty/ June 2008
Carolyn Perry – Faculty / June 2008
Michelle Plug – Articulation Officer
Rebecca Rudd – Faculty / June 2010
Barbara Rugeley – Librarian
Gailynn White – Faculty / June 2010
Jody Wise – Dean/Athletic Director
Cliff Wurst – Faculty/ June 2008

Others
Present: Nathan Armstrong / Department Aide – Fine & Performing Arts
Shelley Hahn / Faculty / Social and Behavioral Sciences
Theresa Villeneuve / Faculty / Language Arts
Absent: Patrick Borja – Faculty / June 2009  
Maia Greenwell Cunningham – Curriculum Chair / June 2010  
Roberta Eisel – SLO and Assessment Coordinator  
Robin McBurney – Faculty/ June 2008  
Mohamad Trad – Faculty / June 2008

I. APPROVAL OF MINUTES

The April 8, 2008 Curriculum Committee Meeting minutes were approved.

II. CURRICULUM

1. NEW COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHLD 116</td>
<td>Introduction to Curriculum</td>
<td>M/S/P effective Fall ‘08</td>
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2. COURSE CHANGES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Changes</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 116</td>
<td>Figure Drawing II</td>
<td>Update SLOs, change pre-req., Course number change</td>
<td>M/S/P effective Wtr ‘09</td>
</tr>
<tr>
<td>ART 150</td>
<td>Computer Art Basics</td>
<td>Update SLOs and times repeated.</td>
<td>M/S/P effective Wtr ‘09</td>
</tr>
<tr>
<td>AUTO 100</td>
<td>Automotive Technology and Maintenance for the Consumer</td>
<td>Update textbook and add D.E. Information</td>
<td>M/S/P effective Wtr ‘09</td>
</tr>
<tr>
<td>CHEM 110</td>
<td>Beginning General Chemistry</td>
<td>Update SLOs, Lab content, Methods of Assessment, Methods of Instruction, D.E. Addendum</td>
<td></td>
</tr>
<tr>
<td>COMM 100</td>
<td>Mass Media and</td>
<td></td>
<td>M/S/P effective Fall ‘08</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Notes</td>
<td></td>
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<tr>
<td>-------------</td>
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<td>----------------------------------------------------------------------</td>
<td></td>
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<tr>
<td>COS 166</td>
<td>Esthetician II</td>
<td>Updated SLOs M/S/P effective Wtr ‘09</td>
<td></td>
</tr>
<tr>
<td>COS 176</td>
<td>Professional Skin Care - Phase I</td>
<td>Updated SLOs – M/S/P effective Wtr ‘09</td>
<td></td>
</tr>
<tr>
<td>COS 177</td>
<td>Advanced Professional Skin Care - Phase II</td>
<td>Updated SLOs – M/S/P effective Wtr ‘09</td>
<td></td>
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<tr>
<td>DENT 123</td>
<td>Preventive Dental Health</td>
<td>Adding SLOs – M/S/P Effective Wtr ‘09</td>
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<tr>
<td>MUS 118</td>
<td>Concert Choir I</td>
<td>Update SLOs and course outline M/S/P effective Wtr ‘09</td>
<td></td>
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<tr>
<td>MUS 119</td>
<td>Concert Choir II</td>
<td>Update SLOs and course outline M/S/P effective Wtr ‘09</td>
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<tr>
<td>MUS 121</td>
<td>Chamber Chorale</td>
<td>Update SLOs and course outline M/S/P effective Wtr ‘09</td>
<td></td>
</tr>
<tr>
<td>MUS 210</td>
<td>Intermediate Voice</td>
<td>Update SLOs and course outline M/S/P effective Wtr ‘09</td>
<td></td>
</tr>
<tr>
<td>MUS 231</td>
<td>Advanced Voice (Popular)</td>
<td>Update SLOs and course outline M/S/P effective Wtr ‘09</td>
<td></td>
</tr>
<tr>
<td>THEA 211</td>
<td>Acting for the Camera</td>
<td>Update SLOs – M/S/P Effective Wtr ‘09</td>
<td></td>
</tr>
</tbody>
</table>

3. COURSE DROPS

NONE

III. Certificate/Degree Approvals

1. NEW - PROGRAMS/CERTIFICATES/SKILL AWARD APPROVALS

None

2. CHANGES - PROGRAMS/CERTIFICATES/SKILL AWARD APPROVALS

None
IV. DISCUSSION

- **PROPOSED FALL 2008 TECHNICAL REVIEW AND CURRICULUM COMMITTEE MEETINGS**

  Committee members suggested a change in meeting day from Tuesdays to Thursdays for both the Technical Review Committee meetings and the Curriculum Committee meetings.

  M/S/P to change the meeting day to Thursdays.

- **CURRICUNET/FOR THE RECORD**

  We would like the minutes to reflect that during the absence of our Curriculum Chair (Spring 2008), and prior to the Academic Senate naming an Interim Chair, curriculum was processed on behalf of the Chair by the Curriculum Assistant and/or by the Acting Chair using the Curriculum Assistant’s login in CurricUNET.

- **REVISIONS TO CURRICULUM COMMITTEE PORTION OF THE CONSTITUTION/CURRICULUM HANDBOOK**

  M/S/P a motion to move the following proposed revisions to the Curriculum Committee Constitution/Curriculum Handbook forward to the Academic Senate.

  **DESCRIPTION OF SELECTION AND COMPOSITION OF CURRICULUM COMMITTEE**

  **Suggested Revisions – 4-21-08**

1. **COMPOSITION OF COMMITTEE**

   Faculty Members: Representatives 4014
   Faculty Chair: 1
   Administrators: 5
   Articulation Officer: 1
   Librarian: 1
   SLO Coordinator: 1
   Senate President: 1
   Student Representative: 1
   TOTAL: 4825

   The term of service will be three years. (See #3 for replacement procedures)

   The voting members of the committee will be the Faculty Representatives and the Librarian. The Faculty Chair will vote in the event of a tie.

2. **CURRICULUM COMMITTEE CHAIR**

   kbueno
   10/22/2008
Duties and Responsibilities

A. Appointed by the Academic Senate President with the advice and consent of the Academic Senate Executive Committee and the approval of a trustee-appointed administrator Vice President of Instruction. The appointment will be from among faculty members who have recent experience on the Curriculum Committee. The term of office will be three years.

B. Responsible jointly to the Academic Senate President and to a trustee-appointed administrator Vice President of Instruction. The Curriculum Committee Chair will be evaluated as the need arises, but at least every year, by the Academic Senate President and the trustee-appointed administrator. Continuation in the office is dependent upon satisfactory evaluation.

C. Act as a liaison and coordinator between administration, the Academic Senate, faculty, academic departments, and support staff to establish and oversee the functions of the Curriculum Committee in accordance with Title 5 regulations.

D. Chair the Curriculum Committee, providing the ongoing information, coordination, and reporting required under Title 5.

E. The amount of released time or other form of compensation is agreed upon by the individual, Academic Senate President, and the trustee-appointed administrator Vice President of Instruction.

Currently the chair of the Curriculum Committee receives 20%–40% release time.

3. DISTRIBUTION OF FACULTY MEMBERS

Faculty members representatives will be elected by secret ballot and distributed by division as follows:

Group A—Three members, including a department chair

   Cosmetology
   Counseling
   Health Occupations
   Public Service
   Transportation Technology

Group B—Three members, including a department chair

   Biological Sciences
   Fine Arts
   Health, Physical Education, and Athletics
   Mathematics
Music
Physical Sciences and Engineering

Group C—Four members, including a department chair

Behavioral Sciences
Business and Computer Information Systems
Foreign Languages
Language Arts
Social Sciences

The ratio of FTES between groups A and B, and Group C is approximately 1 to 1 and 1 ½

Division of Fine and Performing Arts – 2 representatives
Division of Career, Technical, Continuing, and Contract Education – 2 representatives
Division of Science, Engineering, and Health Occupations – 2 representatives
Division of Social and Behavioral Sciences – 2 representatives
Division of Language Arts – 2 representatives
Division of Business and CSIS – 1 representative
Division of Counseling – 1 representative
Division of Mathematics – 1 representative
Division of Physical Education and Athletics – 1 representative

The Library representative will be elected by the librarians by secret ballot for a three year term.

Faculty members of the Curriculum Committee who resign mid-academic year will be replaced by appointment of the Curriculum Committee Chair with the approval of the Academic Senate President. In the case of a sabbatical or other leave replacement, the chair will appoint for the length of the sabbatical leave. A permanent replacement will serve for three years until the completion of the original member’s term. Replacement of administrators who resign mid-year will be appointed by the trustee-appointed administrator Vice President of Instruction.

Beginning in the 1992-93 academic year, Group A elected three members, including a department chair. In 1993-94, Group B elected three members, including a department chair. In 1994-95, Group C elected four members, including a department chair. Thereafter, the rotation continues annually.
Starting in 2009, the rotation of elections for 3-year terms for Curriculum Chair, Librarian, and Division Representatives will be as follows:

Year 1
Library
Business and CSIS
Fine and Performing Arts - 1 representative
Science, Engineering, and Health Occupations - 1 representative
Physical Education and Athletics

Year 2
Curriculum Chair
Career, Technical, Continuing, and Contract Education - 1 Representative
Fine and Performing Arts - 1 representative
Language Arts - 1 representative
Social and Behavioral Sciences - 1 representative

Year 3
Career, Technical, Continuing, and Contract Education - 1 Representative
Counseling
Language Arts - 1 representative
Mathematics
Science, Engineering, and Health Occupations - 1 representative
Social and Behavioral Sciences - 1 representative

The Articulation Officer will be a permanent member of the committee.

The Library representative will be elected by the librarians by secret ballot for a three year term.

- CHANGES TO TITLE V AND LIBERAL ARTS DEGREES

M/S/P a motion to move the following Title V changes to the Board Policy on Graduation forward to the Academic Senate with the removal of the multi-cultural piece.

CITRUS COMMUNITY COLLEGE DISTRICT
BOARD POLICY

DRAFT

GRADUATION REQUIREMENTS

The awarding of an Associate Degree at Citrus College is intended to represent more than an accumulation of units. It symbolizes a successful attempt on part of Citrus College to lead students through patterns of learning experiences designed to develop certain capabilities and insights.
Among these are the ability to think and to communicate clearly and effectively both orally and in writing; to use mathematics; to understand the modes of inquiry of the major disciplines; to be aware of other cultures and times; to achieve insights gained through experience in thinking about ethical problems; and to develop the capacity for self-understanding. In addition to these accomplishments, the student shall possess sufficient depth in some field of knowledge to contribute to lifetime interest.

The Associate in Arts or the Associate in Science degree will be granted upon the completion of 60 degree applicable units of work and fulfillment of the following specific requirements:

1. Scholarship Requirement
A cumulative grade-point average of 2.00 (“C”) in all lower division coursework attempted at any regionally accredited institution of post-secondary education.
Please note: Only Citrus courses numbered 100 – 299 and Cooperative Work Experience Education may apply toward the Associate Degree.

2. Residence Requirement
a. Completion of a minimum of 12 units in residence including attendance during the last semester or
b. 30 units in residence if the last semester is not in residence.

3. Major Requirement
a. A student must achieve a grade of “C” or better in each course attempted that is counted for the major.

4. General Education Requirements
a. Option I: 22 units as stipulated by the Citrus College graduation requirements; or
b. Option II: 39 units as stipulated by the CSU general education certification requirements; or
   c. Option III: 37-39 units as stipulated by the completion of the IGETC or CSUGE pattern.

5. Physical Education Requirement
a. Three units of Physical Education or Dance Activity; or
b. Completion of PE 170, 171, or 173

6. Multi-Cultural Diversity Requirement
To meet this requirement every student must complete one course in Cultural Diversity. Courses that meet this requirement have been marked and appear throughout the graduation requirements.

7. Competency Requirements:

A. Writing: Completion of an English Composition General Education Requirement with a grade of “C” or better.

Effective for all students admitted to a community college for the Fall 2009 term or any term thereafter, competence in written expression shall be demonstrated by obtaining a satisfactory
grade in an English course at the level of the course typically known as Freshman composition (either Freshman Composition or another English course at the same level and with the same rigor, approved locally) or by completing an assessment and achieving a score determined to be comparable to satisfactory completion of the specified English course. Satisfactory completion of an English course at the level of Freshman Composition shall satisfy both this competency requirement and the coursework requirement.

B. Mathematics Requirement:
Proficiency in Mathematics may be satisfied by one of the following:
a. Completion of one year of high school elementary algebra AND placement at the level of Intermediate Algebra or higher on the Math Assessment Test. or
b. Completion of any mathematics class listed in the mathematics section of the General Education Requirements with a grade of “C” or better.

Effective for all students admitted to a community college for the Fall 2009 term or any term thereafter, competence in mathematics shall be demonstrated by obtaining a satisfactory grade in a mathematics course at the level of the course typically known as intermediate algebra (either intermediate algebra or another mathematics course at the same level, with the same rigor and with elementary algebra as a prerequisite, approved locally) or by completing an assessment determined to be comparable to satisfactory completion of the specified math course.

C. Reading Requirement:
Proficiency in reading may be satisfied by one of the following:
a. A satisfactory score on the reading component of the placement test or
b. A passing grade in READ 099

General Education
Central to an Associate Degree, General Education is designed to introduce students to the variety of means through which people comprehend the modern world. It reflects the conviction of colleges that those who receive their degrees must possess in common certain basic principles, concepts and methodologies both unique to and shared by the various disciplines. College educated persons must be able to use this knowledge when evaluating and appreciating the physical environment, the culture, and the society in which they live. Most importantly, General Education should lead to better self-understanding.

General Education Requirement –Completion of twenty-two units of general education distributed according to the following pattern:

A. Natural Sciences: One or two courses, four units minimum, including one laboratory course OR one course from Biological Science and One course from Physical Science.

Courses in the natural sciences examine the physical universe, its life forms, and its natural phenomena. They assist in developing an appreciation and understanding of the scientific method and encourage an understanding of the relationships between science and other human activities.
This category includes introductory or integrative courses in astronomy, biology, chemistry, general physical science, geology, physics, physical geography, physical anthropology, and other scientific disciplines.

**B. Social and Behavioral Sciences:** Two courses, six unit’s minimum including one course from History and Political Science and one course from Behavioral Science.

Courses in the social and behavioral sciences focus on people as members of society. They assist in developing an awareness of the methods of inquiry used by the social and behavioral sciences. Critical thinking is stimulated about the ways people act and have acted in response to their societies, and appreciation is developed of how societies and social groups operate. This category includes introductory or integrative survey courses in cultural anthropology, economics, history, political science, psychology, sociology, cultural geography, and related disciplines.

**C. Arts and Humanities:** Two courses, six unit’s minimum, one course from two different areas which include Fine Arts, Foreign Language, Humanities, Literature and Philosophy.

Courses in the arts and humanities study the cultural activities and artistic expressions of human beings. They assist in developing an awareness of the ways in which people throughout the ages and in different cultures have responded to themselves and the world around them in artistic and cultural creation, and in developing aesthetic understanding and an ability to make value judgments. This category includes introductory or integrative courses in the arts, foreign languages, literature, philosophy and religion.

**D. Language and Rationality:**

1. Students following the mathematics competency requirement using the mathematics assessment test are required to complete two courses, six units minimum, including one course from English Composition and one course from either Mathematics or Communication and Analytical Thinking.

OR

2. Students who have not satisfied the mathematics competency are required to complete three courses from English Composition, one Course from Mathematics and one course from Communication and Analytical Thinking.

Courses in language and rationality develop the principles and applications of language toward logical thought, clear and precise expression and critical evaluation of communication in whatever symbol system the student uses.

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**Multiple Majors**

Within the graduation requirements for the Associate Degree at Citrus College, it is possible for a student to complete the requirements for more than one major providing that minimum requirements are met for each major and that a minimum of 18 units applies exclusively to each major.
Notes:

Page 1: Under Residence requirement I have left this the same, however, I believe having 50 units in residence is high, many other schools have a lower residency requirement (24-30 nits)…this may be something to think about.
Page 1: I left the statement regarding Major requirements generic for our majors will most likely change within the upcoming semesters.
Page 1: Under General Education requirements I added options of GE patterns a student can follow to complete the Associates Degree.

Page 2: Title V would like us to add a multicultural component to the AA degree. –There are several ways that one can precede in this area; however, this would be my recommendation. I also placed some suggested courses we could use within this area; however, I believe there should be some sort of consensus in curriculum and senate on how these courses are derived to fit this area.
Page 2: I added the Title V language that addresses the change in both the English and Mathematics requirement that will be in effect as of fall 2009.

Page 3: I added an additional suggestion as to how students can complete the Reading Proficiency requirement. The majority of schools allow students to show competency here through the completion of a course within the critical thinking section for CSUGE or IGETC. –This may be a topic of much discussion.
Page 3: I just took the title V language and added it into this section.

Page 4: Suggested change from Cultural Studies to Arts and Humanities. –Aligns itself more with Title V and Transfer Patterns.
Page 4: Our current board policy states that a student can only receive one Associates of Arts Degree and one Associates of Science Degree. I think that this does a disservice to students, especially while the majority of colleges within our area allow student to obtain multiple degrees.
The other concern I have is for students who have already obtained an Associates of Science Degree in Licensed Vocational Nursing and will need to complete the Associates of Science Degree in Registered Nursing. (With our current policy this is not allowed so we would have to petition to have these students be able to seek a second Associates of Science degree).

******

LIBERAL ARTS WITH AREA OF EMPHASIS

A motion was M/S/P to TABLE this for further discussion until further input is received from our divisions regarding the courses listed in each area of emphasis.

The Associate in Liberal Arts is designed for students who wish a broad knowledge of liberal arts and sciences plus additional coursework in an “Area of Emphasis”. This area of emphasis would be an ideal choice for students planning on transferring to the California State University or University of California as the student can satisfy their general education requirements, plus focus on transferable course work that relates to majors at CSU or UC. Please consult with a counselor for specific information regarding your intended major at the specific colleges/universality of your choice.
This program is intended for students who are planning to transfer to a 4-year university. Students are required to complete the general education requirements listed on the IGETC or CSU Breadth advising forms, along with a minimum of 18 units in one area of emphasis.

1. Completion of IGETC or CSU Breadth.

2. Complete a minimum of 18 units in one area of emphasis. Each area lists courses that will prepare students to major in a field at a four-year institution

3. Complete 3 units of any P.E. activity or dance activity courses (No varsity sports courses may be used) or PE 170, PE 171 or PE 173.

4. Choose electives to complete the balance of transferable units needed for 60 units total

Upon completion of the IGETC or CSU Breadth, 18 units in an area of emphasis, 3 units of any P.E. activity or dance activity courses and electives for a total of 60 units, the student may apply for an AA degree in Liberal Arts with an Area of Emphasis.

I. Liberal Arts: Emphasis in Math and Science

These courses emphasize the natural sciences, which examine the physical universe, its life forms and its natural phenomena. Courses in math emphasize the development of mathematical and quantitative reasoning skills beyond the level of intermediate algebra. Students will be able to demonstrate an understanding of the methodologies of science as investigative tools. Students will also examine the influence that the acquisition of scientific knowledge has on human experience.

This emphasis includes lower-division coursework that prepares students for majors in science and engineering, math and health related fields.

Choose at least one course from each category (AI, AII, and B) and then complete additional courses in categories AI, AII and/or B to total 18 units.

A) Sciences

I. PHYSICAL SCIENCE:
   CHEM 100, 103, 104, 106, 110, 111, 114, 115, 210, 220
   ESCI 111, 115, 115H, 116, 118, 120, 121, 122, 124, 130
   PHYS 105, 106, 110, 111, 112, 201, 202

II. LIFE SCIENCE:
   ANTH 212/212L
   BIOL 104, 105 or 105H, 109, 124, 125, 145, 200, 201, 220

B) Mathematics

MATHEMATICS/QUANTITATIVE REASONING:
   (Grade of "C" or better required).
   MATH 151, 160, 162, 165, 165H, 169, 170, 175, 190, 191, 210, 211, 212

II. Liberal Arts: Emphasis in Arts, Humanities and Communication

These courses emphasize the study of cultural, literary, humanistic activities and artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students will also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments.

This emphasis includes lower division coursework that prepares students for possible majors in the areas of fine arts, foreign languages, literature, and philosophy.
Choose at least one course from each category (A and B) and then complete additional courses in categories A or B to total 18 units.

**A. Arts**
- ART 100, 101, 102, 103, 104, 105, 106, 110, 111, 112, 120, 121,130, 140, 199, 200, 201, 206, 207
- COMM 100, 136
- DANC 102, 159, 160, 161, 162, 259, 260, 261, 262, 201
- PHOTO 101
- THEA 101, 120, 125, 200, 201, 202

**B. Humanities**
- COMM 200
- ENGL 102, ENGL 210, 213, 251, 252, 261, 262, 271, 272, 290, 291, 291H, 293, 293H, 294, 296, 298
- FREN 101, 102, 201, 202
- GER 101, 102, 201, 202
- HIST 103, 103H, 130, 140
- HUM 101, 101H, 102, 110, 111
- JPN 101, 102
- PHIL 101, 106, 106H, 108
- SPAN 101, 102, 201, 202, 210, 211, 298, 299

**III. Liberal Arts: Emphasis in Social Sciences and Behavioral Sciences**

These courses emphasize the perspective, concepts, theories and methodologies of the variety of disciplines that comprise study in the Social Sciences. Students will study human experience in the context of the larger society. Students will study how individuals, social subgroups, and societies operate in relation to each other.

This emphasis includes lower division coursework that prepares students for majors in the areas of social or behavioral sciences such as Anthropology, History, Political Science, Psychology and Sociology.

Choose 18 units of coursework, including 2 or more disciplines, from the following list:
- ANTH 210, 210H, 214, 216, 220
- SOC 114, 118, 122, 201, 201H, 202, 203, 216
- ECON 100, 101, 102
- GEO 102
- LING 101
- MATH 165, 190
- POLI 103, 103H, 104, 105, 110, 116, 118
- PSY 101, 102, 110, 111, 133, 152, 203, 205, 206, 206H, 212, 213, 220, 225, 226

**IV. Liberal Arts: Emphasis in Technology and Business**

These courses emphasize the integration of theory and practice within the fields of business and technology. Students will develop the ability to effectively manage and lead organizations. Students will demonstrate an understanding of the place of business and technology within the global economy.

This emphasis includes lower division coursework that prepares students for majors in the areas of Technology and Business such as Accounting, Computer Information Systems, Economics, Finance, Human Resources, International, Management and Marketing at a four-year institution.

Choose 18 units of coursework, including 2 or more disciplines, from the following list:
- ACCT 101, 102
- BUS 130, 160, 161
- CSIS 111, 130, 140, 225
**POTENTIAL SLO TO PLACE INTO CO-OP ED CLASSES**

Regarding the 600/688 Co-op Classes that currently do not have SLOs, following is a blanket option of addressing the SLO requirement:

**Objective**
Develop and carry out learning goals consistent with program goals and worksite opportunities

**Rationale**
To pursue further education in the work environment

**Assessment**
Instructor evaluation

**LHE FRACTION FOR OFFICE TECHNOLOGY**

Regarding OFF 101 and the MOU, it states that where the dean and instructor agree to a change in the MOU fraction, the proposal is brought forth to the Curriculum Committee to decide.

**M/S/A to change the fraction from .667 to .75 for OFF 101.**

**V. MEETING ADJOURNED**

The meeting was adjourned at 3:25 p.m.