

I. GENERAL MATTERS

A. Roll Call

Present: Aguirre, Cechin, Dingman-Katz, Finnegan, Montes (left at 12:30), Osea (arrived at 12:05), Polak, Poturica, Simpson-Logg, Smith (arrived at 11:37), Terrill, Varela (left at 11:39), Velazquez-Zvierkova, Whetzel, Xu

Absent: None

Guests: Buccelli, Davis, Edelman, Kuhn-Fornari, Rall, Voigt, Warf, Woodhouse

Recorder: Nelson

B. Approval of Minutes: M/S/C (Finnegan/Whetzel) to approve the minutes of November 17, 2023, as presented.

C. Agenda Revisions: Move item III.F.9 and items III.I.2-4 from consent agenda to regular agenda.

D. Approval of Agenda: M/S/C (Whetzel/Terrill) to approve the agenda as revised.

II. PUBLIC COMMENT

None.

III. CONSENT AGENDA

M/S/C (Whetzel/Dingman-Katz) to approve the consent agenda as revised.

A. AGR (Voigt)

1. AGR 197 – Agriculture Internship

a. Course modification (Units, hours)

2. Agriculture – Horticulture Associate of Science

a. Program modification (Course title and department update)

3. Agriculture – Landscape Practices Certificate of Achievement

a. Program modification (Course title and department update)

4. Agriculture – Nursery Production Certificate of Achievement

a. Program modification (Course title and department update)

5. Sustainable Small Farms Management Certificate of Achievement

a. Program modification (Course title and department update)

6. Viticulture Skills Certificate of Achievement

a. Program modification (Course title and department update)

B. BUS (Finnegan, Pai)

1. Business Information Worker II Certificate of Achievement

a. Program modification (Course title and department update)

2. Business Management Associate of Science

a. Program modification (Course title and department update)

3. Business Management Certificate of Achievement

a. Program modification (Course title and department update)

C. CAM (Petti)

1. CAM 197A – Culinary Arts Practicum

a. Course modification (Units, hours)

2. Culinary Arts Management Associate of Science

a. Program modification (Course title and department update)

- 3. Culinary Arts Management Certificate of Achievement**
 - a. Program modification (Course title and department update)
- D. CSC (Pai)**
 - 1. Web Development Certificate of Achievement**
 - a. Program modification (Course title and department update)
- E. DAM (Pai)**
 - 1. Digital Arts and Media Certificate of Achievement**
 - a. Program modification (Course title and department update)
- F. ENG (Buccelli, Cechin, Davis, Poturica, Rall, Rawlinson)**
 - 1. ENG 41A – English Bridge A**
 - a. Course inactivation
 - 2. ENG 41B – English Bridge B**
 - a. Course inactivation
 - 3. ENG 41C – English Bridge C**
 - a. Course inactivation
 - 4. ENG 49 – Grammar in Context**
 - a. Course modification (No changes)
 - 5. ENG 60 – Reading and Writing Laboratory**
 - a. Course inactivation
 - 6. ENG 65 – Academic Literacy**
 - a. Course modification (Catalog description, units, hours, assignments, objectives, SLO, outline)
 - 7. ENG 85 – Advanced Preparation for College Composition**
 - a. Course modification (Remove ENG 60 and ENG 160 co-requisite, assignments, textbooks, objectives, outline, co-requisite review)
 - 8. ENG 160 – Transfer-Level Reading and Writing Lab**
 - a. Course inactivation
 - 9. ENG 560 – Basic Reading and Writing Lab**
 - a. Course modification (SLO, outline)
- G. ESL (Kuhn-Fornari)**
 - 1. Advanced ESL Preparation Certificate of Completion**
 - a. Program modification (Add ESL 511B, hours)
 - 2. Intermediate ESL Preparation Certificate of Completion**
 - a. Program modification (Catalog description, add ESL 500B, ESL 507B, and ESL 509B, hours)
 - 3. ESL 213 – Bridge to English 200**
 - a. Course modification (Number, transfer status)
- H. FSC (Gowan)**
 - 1. Fire Science Associate of Science**
 - a. Program modification (Course title and department update)
 - 2. Fire Science Certificate of Achievement**
 - a. Program modification (Course title and department update)
- I. HUS (Feigin)**

- 1. HUS 197A – Human Service Worker Practicum**
 - a. Course modification (Units, hours)
- J. HLH (Hicks)**
 - 1. Allied Health Associate of Science**
 - a. Program modification (Course title and department update)
- K. HST (Aguirre)**
 - 1. Associate in Arts in History for Transfer**
 - a. Program modification (Course title update)
- L. LAS (Aguirre)**
 - 1. Liberal Arts and Sciences with an Emphasis in Native American Studies**
 - a. Program modification (Course title update)
- M. POL (Warf)**
 - 1. Associate in Arts in Political Science for Transfer**
 - a. Program modification (Course title update)
- N. SCT (Woodhouse)**
 - 1. SCT 162 – Safety Standard for Construction**
 - a. Course modification (Textbook)
 - 2. SCT 164 – Construction Documents I: Understanding Blueprints**
 - a. Course modification (Remove advisory, textbook, objectives, outline)
 - 3. SCT 166 – Introduction to Construction Management**
 - a. Course modification (Remove advisory, assignments, textbook, outline)
 - 4. SCT 172 – Introduction to CleanTech**
 - a. Course inactivation
 - 5. SCT 180A – Construction Fundamentals and Green Building**
 - a. Course modification (Remove advisory, assignments, textbook, outline)
 - 6. SCT 180B – Advanced Construction Fundamentals**
 - a. Course modification (Remove advisory, textbook)
 - 7. SCT 182 – Residential Remodel and Repair Building**
 - a. Course modification (Catalog description, remove advisory, textbook, SLO)
 - 8. SCT 184 – Construction Documents II: Building to Code and Beyond**
 - a. Course inactivation
 - 9. SCT 186 – Introduction to Residential Electrical Systems**
 - a. Course modification (Remove advisory, assignments, textbook, outline)
 - 10. SCT 189 – Introduction to Plumbing**
 - a. Course inactivation
 - 11. SCT 190 - Introduction to Photovoltaics (Solar)**
 - a. Course modification (Catalog description, remove advisory, textbook, SLO)
 - 12. SCT 192 – Residential Solar Thermal (Hot Water)**
 - a. Course inactivation
 - 13. SCT 193 – Building Performance and Weatherization**
 - a. Course modification (Catalog description, remove advisory, textbook, SLO)
 - 14. SCT 194 – Efficient Heating and Cooling**
 - a. Course modification (Catalog description, remove advisory, textbook, SLO)

15. SCT 195 – Introduction to HVAC Maintenance and Repair

- a. Course inactivation

16. SCT 200 – Sustainability Overview

- a. Course modification (Catalog description, remove advisory, textbook, SLO)

O. SOC (Varela)

1. Associate in Arts in Sociology for Transfer

- a. Program modification (Course title update)

P. SPN (Velazquez-Zvierkova)

1. Spanish for Native Speakers Associate of Arts

- a. Program modification (Remove CED 196, units)

IV. COURSE/PROGRAM MODIFICATIONS/PROPOSALS

A. ESL (Kuhn-Fornari)

1. ESL 3A – English as a Second Language: Communication Skills A

- a. M/S/C (Polak/Velazquez-Zvierkova) to approve ESL 3A for distance education.

2. ESL 3B – English as a Second Language: Communication Skills B

- a. M/S/C (Terrill/Cechin) to approve ESL 3B for distance education.

3. ESL 3C – English as a Second Language: Communication Skills C

- a. M/S/C (Velazquez-Zvierkova/Finnegan) to approve ESL 3C for distance education.

B. THE (Edelman)

1. THE 234A – Tap Dance: Beginning

- a. M/S/C (Whetzel/Velazquez-Zvierkova) to approve the reactivation of THE 234A.
- b. M/S/C (Whetzel/Velazquez-Zvierkova) to approve the assignment of discipline of Dance or Folk Dance.

2. THE 234B – Tap Styles and Performance

- a. M/S/C (Polak/Dingman-Katz) to approve the reactivation of THE 234B.
- b. M/S/C (Polak/Dingman-Katz) to approve the assignment of discipline of Dance or Folk Dance
- c. M/S/C (Finnegan/Terrill) to approve the prerequisite of THE 234A.

C. ENG (Buccelli, Cechin, Davis, Poturica, Rall, Rawlinson)

1. ENG 200 – College Composition

- a. M/S/C (Finnegan/Velazquez-Zvierkova) to approve ENG 200 as presented. Cechin explained that there were significant changes made to ENG 200 due to the decrease in student success in the course since the implementation of AB705. Polak added that she supports the unit increase for ENG 200. Polak continued to add that she was not in support of increasing units in the past as we have always seen good success rates, but now as success rates decline, understands that the English department needs more time with students. Finnegan asked why ENG 60 and 160 were being removed as co-requisites. Cechin explained that the co-requisite is being changed to a noncredit course to reduce the number of units students must register for ultimately making it more accessible.

2. ENG 201 – Critical Thinking Through Literature

- a. M/S/C (Whetzel/Velazquez-Zvierkova) to approve ENG 201 after the addition of a reading list.
 - b. M/S/C (Polak/Whetzel) to approve the co-requisite of ENG 560.
 - 3. ENG 205 – Critical Thinking**
 - a. M/S/C (Terrill/Cechin) to approve ENG 205 as presented.
 - b. M/S/C (Polak/Finnegan) to approve the co-requisite of ENG 560.
 - 4. ENG 210 – Creative Writing**
 - a. M/S/C (Cechin/Terrill) to approve ENG 210 after moving item #4 in the outline to the objectives.
 - 5. ENG 212 – Intermediate Creative Writing**
 - a. M/S/C (Whetzel/Cechin) to approve ENG 212 after moving item #3 in the outline to the objectives.
 - 6. ENG 225 – Introduction to Shakespeare**
 - a. M/S/C (Velazquez-Zvierkova/Cechin) to approve ENG 225 after correcting some misspelled words and adding a reading list.
 - 7. ENG 245 – American Literature I**
 - a. M/S/C (Terrill/Cechin) to approve ENG 245 after the addition of a reading list
 - 8. ENG 246 – American Literature II**
 - a. M/S/C (Velazquez-Zvierkova/Cechin) to approve ENG 246 after the addition of a reading list and clarifying objective #3.
 - 9. ENG 250 – Survey of Contemporary World Literature**
 - a. M/S/C (Velazquez-Zvierkova/Cechin) to approve ENG 250 after correcting some misspelled words.
 - 10. ENG 265 – Introduction to California Literature**
 - a. M/S/C (Whetzel/Cechin) to approve ENG 265 after correcting some misspelled words.
 - 11. ENG 270 – Children’s Literature**
 - a. M/S/C (Whetzel/Cechin) to approve ENG 270 after correcting some misspelled words.
 - 12. ENG 503 – Creative Writing for Older Adults**
 - a. M/S/C (Cechin/Polak) to approve ENG 503 after moving item #2 in the outline to the objectives.
 - 13. Associate in Arts in English for Transfer**
 - a. M/S/C (Whetzel/Terrill) to approve the program modifications after demonstrate is removed from PSLO #2 and #5.
- D. PHL (Rall)**
- 1. PHL 210 – Introduction to Ethics**
 - a. M/S/C (Finnegan/Cechin) to approve PHL 210 after correcting some misspelled words.
 - 2. PHL 220 – Introduction to Philosophy**
 - a. M/S/C (Polak/Velazquez-Zvierkova) to approve PHL 220 after correcting some misspelled words.
 - 3. PHL 230 – Religions of the World**

- a. M/S/C (Whetzel/Velazquez-Zvierkova) to approve PHL 230 as presented.
- E. SPN (Velazquez-Zvierkova)**
 - 1. SPN 200 – Elementary Spanish: Level I**
 - a. M/S/C (Terrill/Cechin) to approve SPN 200 as presented.
 - 2. SPN 201 – Elementary Spanish: Level II**
 - a. M/S/C (Polak/Velazquez-Zvierkova) after removing developing from objective #2.
 - 3. SPN 202 – Intermediate Spanish: Level I**
 - a. M/S/C (Polak/Whetzel) to approve SPN 202 as presented.
 - 4. SPN 203 – Intermediate Spanish: Level II**
 - a. M/S/C (Velazquez-Zvierkova/Cechin) to approve SPN 203 after including some examples of work students will be analyzing.
 - 5. SPN 212 – Spanish Language and Culture through Cinema**
 - a. M/S/C (Whetzel/Terrill) to approve SPN 212 after adding sample films students will be viewing and editing SLO #4.
 - 6. Associate in Arts in Spanish for Transfer**
 - a. M/S/C (Whetzel/Cechin) to approve the program modifications after revising PSLO #4 and #5 and removing the extra 'to' from the catalog description.
- F. HUS (Feigin)**
 - 1. Human Services Paraprofessional Associate of Science**
 - a. M/S/C (Polak/Velazquez-Zvierkova) to approve the program modifications with the recommendation of revising the program description and adding career opportunities. Whetzel pulled all the HUS programs from the consent agenda and requested that career opportunities are added, and the program description be reviewed and revised. Feigin was unable to attend the meeting, so Polak and Smith will work together to suggest edits to Feigin.
 - 2. Human Services Paraprofessional Certificate of Achievement**
 - a. M/S/C (Polak/Terrill) to approve the program modifications with the recommendation of revising the program description and adding career opportunities.
 - 3. Human Service Worker Certificate of Achievement**
 - a. M/S/C (Polak/Whetzel) to approve the program modifications with the recommendation of revising the program description and adding career opportunities.
- G. ETH (Aguirre)**
 - 1. ETH 130 – Introduction to Chicano Studies**
 - a. M/S/C (Polak/Cechin) to approve ETH 130 as presented.
 - b. M/S/C (Polak/Cechin) to approve the assignment of discipline of Chicano Studies.
 - c. M/S/C (Whetzel/Cechin) to approve the advisory of ENG 200.

V. DISCUSSION

A. Associates Degree General Education Requirements

**Mendocino-Lake Community College District
CURRICULUM COMMITTEE MEETING MINUTES
December 1, 2023 – 11:30 a.m.**

Aguirre reported that she presented at both a faculty and an ASMC meeting and both groups were in favor of keeping our current institutional requirements. The faculty suggested looking at what our institutional requirements mean to us and how they serve students.

FUTURE MEETINGS: February 2, 2024, March 1, March 22, April 26, May 10

Meeting adjourned at: 1:25 p.m.