Mission Statement
Oxnard College promotes high quality teaching and learning that meet the needs of a diverse student population. As a multicultural, comprehensive institution of higher learning, Oxnard College works to empower and inspire students to succeed in their personal and educational goals and aspirations.

Members Present: Jim Merrill (co-chair), Carmen Guerrero, Shannon Davis, Carolyn Dorrance, Amy Edwards, Ross Fontes, Paul Houdeshell, Betty Hough, Alex Lynch, Christiane Mainzer, Judy McArthur, Maria Parker, Mati Sanchez, Christina Tafoya, Emma Waits

Proxy: None

Non-Voting Present: Erika Endrijonas (co-chair), Carolyn Inouye, Marji Price,

Members Absent: Graciela Casillas-Tortorelli, Patricia Mendez, Christine Morla, Mary Pinto-Casillas, Jenny Redding (sabbatical)

Non-voting Absent: Karen Engelsen

Guests Present: Robert Cabral, Susan Cabral, and Letty Mojica

Minutes Recorder: Betty Hough

ACTION

Welcome/Announcements
Jim called the meeting to order at 2:05 p.m. and declared a quorum present.

Adoption of the Agenda
Moved/Seconded/Passed
Agenda adopted as amended

I.D. Career & Technical Education – Move FT R198 to II. Information/Discussion

Approval of the Minutes
Moved/Seconded/Passed
Minutes of the February 23, 2011 meeting were adopted as presented.
SECOND READING

Career & Technical Education
AC R030 – Airside Systems – First Reading changes had been made.
AC R030L – Airside Systems Lab – First Reading changes had been made.

ACCT R002 – Income Tax Accounting – First Reading changes had been made.

ACCT R003 – Computerized Accounting – Course Outline changes: III. Outline lettering is “off” in this section.

ACCT R101 – Principles of Financial Accounting – First Reading changes had been made.

ACCT R102 – Principles of Managerial Accounting – Course Outline changes: I.A. Proposed Course ID should read ACCT R102. IV. Inconsistent capitalization in this section.

ACCT R103 – Cost Accounting – Course Outline changes: VII.A.1. and 2. Since a more recent textbook is not available, add (This is the most recent version available.) PREQ changes: 1. When comparing the course objectives from ACCT R101, one objective is missing. (This version has A. through P. and the ACCT R101 version has A. through Q.)

ACCT Program – Introductory paragraph needs to be written and submitted. Committee questioned the deletion of BUS R030.

BUS Program – Introductory paragraph needs to be rewritten and submitted.

Liberal Studies
SOC R125 – Introduction to Statistics in Sociology – Course Outline changes: II.C. Math ATH R014 or Math ATH R014B. Delete paragraph beginning with “Competency in intermediate . . . IV. Inconsistent capitalization. PREQ changes: Course ID should be changed from Soc. 125 to SOC R125. 1. Delete this information because Section 3. is completed. (Shannon will recheck the courses listed in Section 3 and Betty will retype if necessary.)

There were no First Reading changes for the following degrees, however, DTRW did request that they be reformatted before sending them to the Board.

AA-T – Sociology Degree
AA-T – Communications Degree
AA-T – Psychology Degree

Math/Science/Health/PE/Athletics
None
**Student Services**
None

**Second Reading Approval**
Moved/Seconded/Passed

AC R030, AC R030L, ACCT R002, ACCT R003, ACCT R101, ACCT R102, ACCT R103, SOC R125

AA-T – Sociology Degree
AA-T – Communications Degree
AA-T – Psychology Degree

**FIRST READING**

**Career & Technical Education**
Paul presented the FT course.

FT R158 – Principles of Fire and Emergency Services; Safety and Survival – Cover Sheet changes: Shorten BANNER TITLE – Princ of Fire Safety and Survival. 2. STAND ALONE COURSE - Uncheck NO; Check YES. 4.TOP CODE should be 1250.00. Course Outline changes: VI.B. – Outline formatting is off in this section. VII. 1. Add 2011.

**Liberal Studies**
Mati Sanchez, Marji Price and Carmen Guerrero presented the DMS courses.

DMS R 101 – Introduction to Digital Media Studies – Cover Sheet changes: 2. AA/AS GE LIST – Consider proposing for C2. 4. TOP code should be 0614.10 0702.00. Course Outline changes: II.B.2. Range of hours 80-90 48-54. III. G., H., I., Understand is not a measurable verb. Also in G. Consider changing “be able to apply”.

DMS R140 – Introduction to Digital Film and Video Production – Cover Sheet changes: 2. AA/AS GE LIST – Shannon to research. 4. Check TOP code. Course Outline changes: II.D. CATALOG DESCRIPTION – Add (Same as TV R101). VII. Add publication date. Note: After the meeting it was discovered that the outline for the co-listed course TV R101 which was approved by the Board on 2-16-06 was not presented to the committee. Comparison of the two outlines after the meeting showed they are not identical.

DMS R144 – Digital Editing with Final Cut Pro – Cover Sheet changes: 1. Uncheck PREQ box. 4. Codes are missing. Course Outline changes: II.D. CATALOG DESCRIPTION – Add (Same as TV R106). VI.C. Formatting is off in this section. Committee questioned whether this might be listed as DMS R144A. **Note: After the meeting it was discovered that the outline for the co-listed course TV R106 which was approved by the Board on 3-8-11 was not presented to the committee. Comparison of the two outlines after the meeting showed that they are identical. However the phrase “Same as DMS R144 needs to be added to the catalog description in the TV R106 outline.”**

DMS R145 – Advanced Editing: Final Cut Studio – Cover Sheet changes: 4. Codes are missing. Course Outline changes: II.B.2. Range of Hours – 80-90 96-108. C.3. Add DMS R144 or TV R106. II.D. CATALOG DESCRIPTION – Add (Same as TV R107). III.F. and G. – Understand is not a measureable verb. ADVISORY changes: 1., 3., 4., 5., and 6. Remove “extra” lines. Committee questioned whether this might be listed as DMS R144B.

DMS R146 – Introduction to Adobe After Effects – Cover Sheet changes: 3. Check CSU. 4. Codes are missing. Course Outline changes: II.2. Range of hours 80-95 90. III.I. – Understand is not a measureable verb.

DMS R150 – Introduction to Digital Animation – Cover Sheet changes: Check TOP code. Course Outline changes: II.2. Range of hours 80-95 90. III.C. and G. – Understand is not a measureable verb. VII.1. Underline textbook.


**Math/Science/Health/PE/Athletics**
Maria Parker presented the MATH courses.

MATH R023 – Geometry – Cover Sheet changes: 4. BASIC SKILLS and LEVELS BELOW TRANSFER are inconsistent.
MATH R098 – This is not a NEW course; redo on REVISED course outline documents. Cover Sheet changes: 2. Check ASSOCIATE DEGREE CREDIT. 4. BASIC SKILLS and LEVELS BELOW TRANSFER are inconsistent.

MATH R198 – This is not a NEW course; redo on REVISED course outline documents. Cover Sheet changes: 3. Uncheck UC. Course Outline changes: II.C.1. Add MATH R014 or MATH R014B.

Student Services
None

First Reading Approval
Moved/Seconded/Passed

DMS R101, DMS R140, DMS R142, DMS R144, DMS R145, DMS R146, DMS R150, TV R107, TV R110, FT R158, MATH R023, MATH R098, MATH R198

Distance Learning Approval
None

Prerequisite Approval
Moved/Seconded/Passed

ACCT R002, ACCT R003, ACCT R101, ACCT R102, ACCT R103, SOC R125

Deletions
None

Suspensions
None

Consent Items
None

Proposal to adopt the Academic Senate for California Community Colleges approved California Community General Education International Baccalaureate (IB) test equivalency list for Oxnard College’s General Education

Shannon presented for adoption the California Community College General Education International Baccalaureate (IB) test equivalency list approved by the Academic Senate for the California Community Colleges at their fall 2010 plenary. This list was presented previously at the December 8, 2010 Curriculum Committee meeting as an information item and due to questions from members about the IB program, the committee was also sent an email on February 16, 2011 with links to the IB website and attachments explaining the
program, as well as the CSU Coded Memo showing how the CSU accepts IB credit toward the CSU GE-Breadth, the IGETC equivalency chart, and district policy on IB test credit from AP 4235. Shannon also presented a chart showing proposed OC General Education credit, CSU GE-Breadth credit, and IGETC credit that will be added to OC’s catalog if approved.

Moved/Seconded/Passed with 1 No vote

General Education Student Learning Outcomes

On behalf of the General Education Subcommittee, Shannon presented the Student Learning Outcomes for Oxnard College’s General Education. The GE Subcommittee, charged with the creation of these SLOs had the members representing the various areas take the task back to their departments to create the SLOs, then the GE Subcommittee reviewed and critiqued them and sent them back to departments until there was consensus on a final draft of each GE area. These SLOs were presented for the Curriculum Committee to approve.

Moved/Seconded/Passed

INFORMATION/DISCUSSION

FT R198
Paul Houdeshell presented this course.

FT R198 – Principles of Fire and Emergency Services: Safety and Survival - Add alpha designator to COURSE ID# on both the cover sheet and course outline. Otherwise follow the same corrections as above in FT R158.

Articulation
No report

DTRW
Course and program submissions were reviewed and any comments or suggestions were passed on to the faculty authors.

DCSL
Some items discussed were:
• Karen Engelsen presented ideas about Early Alert which were not met with enthusiasm by the other campuses who do not feel the need for Early Alert. Karen will go back to the drawing board to create a system that all faculty across the district can use. Some felt this program was too hard to understand and was not user friendly.
• Pros and cons of registration changes and justification for why we would have simultaneous summer and fall or break it out so that fall starts much later which would help with prerequisite enforcements and prerequisite challenges.
We are in favor of 2 separate semesters.

- Students will be charged as soon as they register and fees must be paid in full or students will be dropped. (This system is not in place yet.)

**GE Subcommittee**
The committee will meet today after the Curriculum Committee meeting to continue mapping to ISLOs.

**Adjournment**
There being no further business, the meeting adjourned at 4:00 p.m.