



## Curriculum Committee

Monday, April 25, 2022 2:30 – 4:00 p.m., Via Zoom

### AGENDA

eLumen Curriculum Software – [dvc.elumenapp.com](http://dvc.elumenapp.com)

Item	Agenda Item
1.	Approval of Agenda for April 25, 2022
2.	Approval of Minutes from April 11, 2022
3.	Public Comment
4.	Announcements
5.	Status Report by Vice President of Instruction or designee

6. Consent Agenda

Program Deletion – effective fall 2022

**Associate in Science in Business Administration for Transfer**

**Spring 2022 CE Prerequisite Review/Update**

Allan Lacayo and the business department have reviewed and confirmed that all prerequisites in the following courses are current and continue to increase student success, except for BUSAC-290 and BUSAC-294. The department will submit off-schedule revisions to update the prerequisites.

COURSE NAME	COURSE TITLE	Pre/co-requisite	Action Required
BUSAC-187	Managerial Accounting	BUSAC-186 Or Equiv.	None
BUSAC-282	Intermediate Accounting I	BUSAC-186 Or Equiv.	None
BUSAC-283	Auditing	BUSAC-186 Or Equiv.	None
BUSAC-284	Cost Accounting	BUSAC-187 Or Equiv.	None
BUSAC-286	Governmental and Not-For-Profit Accounting	BUSAC-186 Or Equiv.	None
BUSAC-290	Financial Statement Analysis	BUSAC-282 Or Equiv.	Remove BUSAC-282 and add BUSAC-186
BUSAC-292	Intermediate Accounting II	BUSAC-186 Or Equiv.	None
BUSAC-293	Accounting Ethics and Accountants Professional Responsibilities	BUSAC-186 Or Equiv.	None
BUSAC-294	Advanced Accounting	BUSAC-292 or equivalent	Remove BUSAC-292 and add BUSAC-186

Mike Chisar and the kinesiology department have reviewed and confirmed that all prerequisites in the following courses are current and continue to increase student success. No changes are recommended.

COURSE NAME	COURSE TITLE	Pre/co-requisite	Action Required
KINES-223	Practical Experience in Sport and Recreation Management II	KINES-222 or equivalent	No Change
KINES-235	Advanced Sports Medicine and Athletic Training	KINES-234 or equivalent	No Change
KINES-236	Clinical Experiences in Sports Medicine and Athletic Training I	KINES-234 or completion of one year high school ROP sports medicine Or Equiv.	No Change
KINES-237	Clinical Experiences in Sports Medicine and Athletic Training II	KINES-235 (may be taken concurrently) and KINES-236 or equivalent	No Change
KINES-238	Clinical Experiences in Sports Medicine and Athletic Training III	KINES-237 Or Equiv.	No Change
KINES-239	Clinical Experiences in Sports Medicine And Athletic Training IV	KINES-238 or equivalent	No Change
KINES-254	Practical Experience in Personal Training and Fitness Instruction I	KINES-240 (may be taken concurrently) Or Equiv.	No Change
KINES-255	Practical Experience in Personal Training and Fitness Instruction II	KINES-240 (may be taken concurrently) and KINES-250 (may be taken concurrently) or equivalent	No Change

#### Off-Schedule Revisions

##### **PSYCH-101 Introduction to Psychology** – effective fall 2022

Change to Credit for Prior Learning Language - *The Psychology Area considers students who have taken the AP Psychology exam with a score of 3 or higher (with documentation) as having course credit for PSYCH-101 (Introduction to Psychology).*

##### **COMSC-276 Basic Modern Web Programming Using Python and Databases**

##### **COMSC-277 Advanced Modern Web Programming Using Python**

Update to SLOs only - effective fall 2023

##### **PH-164 Health and Healing Systems: Cross-Cultural Perspectives**

##### **CHEM-120 General College Chemistry I**

##### **CHEM-121 General College Chemistry II**

Update for C-ID – effective fall 2023

Title 5 Revisions – *Second Review* – effective fall 2023

##### **COMSC-275 Basic Modern Web Programming Using Python and JavaScript**

Title 5 Revisions – effective fall 2023

##### **IDSGN-121 Industrial and Product Design Foundations**

##### **KINES-230 Overview of Sports Medicine and Fitness Professions**



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KINES-232	Introduction to Sports Massage
KINES-234	Introduction to Sports Medicine and Athletic Training
KINES-235	Advanced Sports Medicine and Athletic Training
KINES-236	Clinical Experiences in Sports Medicine and Athletic Training I
KINES-237	Clinical Experiences in Sports Medicine and Athletic Training II
KINES-238	Clinical Experiences in Sports Medicine and Athletic Training III
KINES-239	Clinical Experiences in Sports Medicine and Athletic Training IV
KINES-240	Principles of Optimizing Human Performance
CARER-140	Job Search Strategies
CHEM-107	Integrated Inorganic, Organic, and Biological Chemistry
NUTRI-130	Food and Nutrition: Cross Cultural Perspectives
KNCMB-110	Self-Defense
KNCMB-114	Jujitsu
KNCMB-118A	Beginning Taekwondo
KNCMB-118B	Intermediate Taekwondo
KNCMB-118C	Advanced Taekwondo
KNCMB-126A	Beginning Aikido
KNCMB-126B	Intermediate Aikido
KNCMB-128	Aikido Weapons - Jo and Bokken
KNCMB-130	Judo
KNCMB-134	Karate
KNCMB-150	Topics in Martial Arts and Combatives

#### 6. Discussion Item/Possible Action

##### **Development Criteria for New Programs/Courses – Compliance (continued)**

- Regulations regarding tutoring and learning assistance (CCR, Title 5, §§ 58168-58172)
  - [Cal. Code Regs. tit. 5 § 58168](#)
  - [Cal. Code Regs. tit. 5 § 58170](#)
  - [Cal. Code Regs. tit. 5 § 58172](#)
- Statutes and regulations on student fees (CCR, Title 5, chapter 9, subchapter 6)
  - [Article 1 - ENROLLMENT FEE AND DIFFERENTIAL ENROLLMENT FEE](#)
  - [Article 2 - STUDENT CENTER FEE](#)

\*If assistance is needed with these links, please contact Lesley Agostino ([lagostino@dvc.edu](mailto:lagostino@dvc.edu) or 925-969-2044)



## Curriculum Committee

April 11, 2022

### UNApproved Minutes

eLumen – [dvc.elumenapp.com](http://dvc.elumenapp.com)

Present: Claudia Hein (Chair), Lesley Agostino (recording minutes), Loc Huynh, Thao Pham, Nikki Moultrie (VPI Designee), Maria Dorado, Jason Carrick, Kitran Colwell, Troy Bennett (Incoming Chair), Valerie Greene, Adhitya Mohan, Martina Ebesugawa, Dan Kiely, Rayshell Clapper, Jacob VanVleet, Kristen Colchico, Allan Lacayo

Guest: Evangeline Ward

Absent: Lisa Villanueva

*Meeting held via Zoom* – Hein called the meeting to order at 2:32 p.m.

1. Approval of the April 11, 2022 agenda:

**It was MSC, with no objections and by all present, to approve the agenda as written.**

2. Approval of minutes from April 4, 2022:

**It was MSC, with no objections and by all present, to approve the minutes as written.**

3. Public Comment: None

4. Announcements:

5. Status Report by VPI or designee: None

6. **Discussion Item/Possible Action**

Development Criteria for New Programs/Courses – Adequate Resources and Compliance

Hein and Moultrie reviewed the adequate resources section from the Program and Course Approval Handbook (PCAH) that ensures colleges must demonstrate that it has the resources to realistically maintain the program or course at the level of quality described in the proposal. Additionally, the colleges must have funding for:

- Faculty compensation and faculty can sustain the course and facilitate student success
- Facilities and equipment
- Library and learning resources

The program PreCheck process now includes a separate form, the Program and Feasibility and Projected Program Costs. This form is sent to President's Cabinet for approval. Additionally new career education programs need advisory board approval, labor market data, and approval by the Bay Area Community College Consortium (BACCC). All programs are reviewed at the District Wide Ed Planning meeting in November.

**DVC**  
**Curriculum Committee**  
**April 11, 2022**  
**UNApproved Minutes**  
**eLumen – dvc.elumenapp.com**

The final criteria for new curriculum is compliance and Hein explained that there are different types of compliance depending on what type of course/program is being offered.

Open course regulations (CCR, Title 5, § 51006) specifies that all curriculum must be open to enrollment by any person who has been admitted to the college. Some curriculum is designed for specific populations and is mentioned on the course outline of record.

Course repetition and repeatability regulations (CCR, Title 5, §§ 55040-55046 and 58161) were designed to specify what courses students can repeat and when colleges can collect apportionment for the repetition. Courses that can be repeated are defined fully in the guidelines:

- Courses for which repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree
- Intercollegiate athletics
- Intercollegiate academic or vocational competition

Courses with software/hardware that changes can be petitioned to be repeated and is noted on the course outline of record. Courses that fall into the active participatory category (dance, art, music, drama, and kinesiology activity) are placed into groupings "families" and are coded in Colleague across the district. The families are listed in the catalog.

The term "open entry/open exit courses" refers to courses in which students enroll at various times, and complete at various times or at varying paces. Open entry/open exit courses may be conducted as either credit or noncredit courses and may be offered with or without regularly scheduled hours. Apportionment is claimed via positive attendance and the college only gets paid for when students are present. DVC mainly has open entry/open exit courses in CULN, DRAMA, INTD, and KNACT.

The [Program and Course Approval Handbook](#) and [Repeatability Guidelines](#) are helpful references for faculty developing courses and programs.

Hein adjourned the meeting at 3:44 p.m.

# DVC Application for Program Modification

<b>Current Program Title</b>	Business Administration for Transfer
<b>Date</b>	4/5/22
<b>Initiator</b>	Allan Lacayo

<input type="checkbox"/>	Certificate of Achievement (8-16 Units)	<input type="checkbox"/>	Associate Degree for Transfer (Art)
<input type="checkbox"/>	Certificate of Achievement (16+ Units)	<input checked="" type="checkbox"/>	Associate Degree for Transfer (Science)
<input type="checkbox"/>	Associate in Art	<input type="checkbox"/>	Non-Credit (CDCP)
<input type="checkbox"/>	Associate in Science	<input type="checkbox"/>	Non-Credit (Non-CDCP)
<input type="checkbox"/>	Certificate of Accomplishment		

## Part I Select from one of the following four options:

- Program modification to an approved program including:
  - Change of Title
  - TOP Code Change (Career Education requires LMI, within 2 years, and Advisory Board Approval)
  - Change of program requirements (See Part II)  
(Career education requires LMI, within 2 years, and Advisory Board Approval)
  - Update to Program Learning Outcomes/Alignment Matrix (See Part II)  
(Career education requires LMI, within 2 years, and Advisory Board Approval)
  - Other (2, 3, or 4 below)

	As Listed in Current Catalog	As Revised
Change of Title		
TOP Code Change		

- Add a certificate of Accomplishment to an approved program. Attach catalog description, program requirements, and program learning outcomes (PLOs).
- Remove a program from the current college catalog or change from Active to Inactive status. An inactive program may be amended to active status within three years of the date the program was made inactive. See DVC Procedure **4008.01 Program Revitalization/Discontinuance** for further information.
- Change a program from Inactive to Active status. For reactivated programs, attached proposed description and requirements – catalog description, list of required courses, units, and other completion requirements.

## Part II Required Information and Attachments

*Contact the Curriculum Specialist for any assistance with attachments.*

1. Provide justification and rationale for modification:

The Associate in Science in Business Administration for transfer has been replaced by the Associate in Science in Business Administration for transfer 2.0. This change was implemented by the Intersegmental Curriculum Workgroup and the Chancellor's Office.

2. Revised Program Requirements – Attach the program requirements and units as they should appear in the catalog using tracked changes or highlight/strikethroughs over current requirements.
3. If your modification requires an update to your Program Learning Outcomes attach the revised PLOs. PLOs can be found in eLumen or the current catalog. As a reminder, PLOs must finish the statement “Upon completion of this program students will be able to...”
4. If your modification requires an update to your Program Learning Outcomes Alignment Matrix (any course requirement or PLO change) you will be required to update the alignment matrix in eLumen. Initiators and department chairs will be notified when the matrix is ready to be updated in eLumen.
5. If your program is Career Education, updated LMI (within two years) and Advisory Board Approval (minutes) are required.
6. If your program is an Associate Degree for Transfer, attach the updated Template for Approved Transfer Model Curriculum (TMC) found [here](#).
7. Upon approval, contact the Office of Institutional Effectiveness and Accreditation to update your program [sequence chart](#) (if necessary).

### Checklist before submission:

- Rationale – Required
- Revised program requirements – Required, if applicable **not applicable**
- Update to Program Learning Outcomes – If applicable **not applicable**
- LMI and Advisory Board Approval (minutes) – **not applicable**
- Updated Template for Approved Transfer Model Curriculum (TMC) – Required for ADT **not applicable**
- Signatures 1 – 4 attached

Obtain signatures 1-4 **BEFORE** turning in to the Instruction Office for review.  
 Please email a copy of your modification to the Sr. Dean of Curriculum & Instruction or the Curriculum Specialist.

Required Signatures		Date
1. Modification prepared by/Initiator	Allan J. Lacayo	4/11/2022
2. Division Curriculum Representative	Allan J. Lacayo	4/11/2022
3. Department Chair	<i>Martha Laham</i>	4/11/2022
4. Division Dean	<i>Charlie X. Shi</i>	4/11/2022
5. Curriculum Committee Chair		
6. Vice President of Instruction		

*Instruction Office Only*

<input type="checkbox"/> Catalog/Addendum	22-23
<input type="checkbox"/> PLO Matrix	NA
<input type="checkbox"/> eLumen	
<input type="checkbox"/> COCI	
Primary Interest Area	NA
Secondary Interest Area	NA





**TO:** Chief Executive Officers  
Chief Instructional Officers  
Chief Student Services Officers  
Articulation Officers  
Transfer Center Directors

**FROM:** Aisha Lowe, Vice Chancellor, Educational Services and Support

Dolores Davison,  
President, Academic Senate for California Community Colleges

**RE:** Updated Business Administration Transfer Model Curriculum

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## Background

Senate Bill 1440 (Padilla, 2010) enacted the Student Transfer Achievement Reform Act, which required the creation of The Associate Degree for Transfer. In order to implement the legislation, the Intersegmental Curriculum Workgroup (ICW) was created to oversee the components and development of the statewide Transfer Model Curriculum (TMC) for each discipline.

To ensure the Associate Degrees for Transfer continue to meet disciplinary standards, a 5-year review process of each TMC was instituted. During the 5-year review of the Business Administration TMC, substantial changes to the degree's curriculum were made such that versioning between the new and current college Business Administration Associate Degrees for Transfer is required. This memo provides further information regarding degree versioning and action the CSU intends to take regarding similarity declaration. The Chancellor's Office will release the updated Business Administration TMC on February 8.

## Curriculum Guidance

Colleges are encouraged to initiate degree development as soon as possible and can begin awarding the new degree as early as Summer 2021. Colleges currently offering a Business ADT have a year to provide a business degree reflecting the new TMC version. Because both degree versions affect CSU admission decisions, it is essential that colleges clearly identify the degree version being offered. To accomplish this:

- When entering the new Business Administration program into the Chancellor's Office Curriculum Inventory (COCI), the program must be entered separately from the prior version

presently in COCI. This will result in colleges having two active Business Administration degrees in COCI. The different titles and control numbers will allow CSU to differentiate which version a student is using to transfer. New degrees must be labeled as Business Administration 2.0.

- Colleges must also locally list and transcript the new degrees to clearly differentiate versions. For example, an *AS-T in Business Administration 2.0*.
- Colleges will need to determine when to deactivate the prior version in COCI. This decision should be based on when there are no longer students in the process of completing the previous version.

### **Advising Guidance**

It is important that students pursuing an ADT in Business Administration are aware of both degree versions and understand which version is most appropriate for them.

- Beginning fall 2021, Calstate Apply will list both degree versions in the drop down window for selection when students declare an ADT during the application process.
- CSU campuses will continue to honor similar pathways for the prior degree version for students demonstrating continuous enrollment within the community college system.
- ADT search engines, such as provided on [adegreewithaguarantee.com](http://adegreewithaguarantee.com) or [calstate.edu](http://calstate.edu), will list for selection both Business Administration and Business Administration 2.0. Similar pathways to a CSU campus will differ based on degree version. Since the Business Administration 2.0 accommodates additional CSU curriculum requirements, it is anticipated more similar pathways will be available via this version than the prior version.
- Each CSU campus will review existing similar-baccalaureate pathways based on the new Business Administration TMC by February 2021 and provide the similar lists to the CSUCO. Those lists will then be used to update degree search engines for display as community college Business Administration 2.0 degrees become available and are listed for search queries.
- CSU campuses will continue to follow a previously established process to remove a similar pathway. Campuses will request to the CSUCO the removal, and if approved, the similar pathway will be removed from search engine listings no sooner than one academic year from the date of request to ensure that community college students have sufficient time to plan

accordingly. Additionally, the CSUCO has agreed to notify the Chancellor's Office when a similar pathway is removed, and the Chancellor's Office will then notify college Transfer Center Directors.

For questions regarding this memorandum, please contact Dean Raul Arambula ([rarambula@cccoco.edu](mailto:rarambula@cccoco.edu)).

cc: Eloy Ortiz Oakley, Chancellor  
Daisy Gonzales, Deputy Chancellor  
Marty Alvarado, Executive Vice Chancellor, ESS  
Rebecca Ruan-O'Shaughnessy, Vice Chancellor, ESS  
CCCCO Staff