

**Academic Senate Agenda
March 11, 2010
3:00 p.m. BONH 330**

I. ROUTINE MATTERS

1. Approval of Senate summary for February 11, 2010 (page 2)
2. Approval of Curriculum summary for March 4, 2010 (pages 12-17)

II. REPORT/UPDATE

3. CCC update
4. Bookstore Contract renewal
5. Senate elections

III. DISCUSSION ITEMS

6. Distance Learning
7. Plagiarism (page 3)
8. Continued discussion on Intellectual Property (pages 4-11)
9. Celebration on May 27 meeting

IV. ACTION ITEMS

10. Canyon Country Meeting – April 15 or May 13?

V. OPEN FORUM

The next Senate meeting will be **March 25, 2010**.
As always everyone is welcomed.

Academic Senate Summary**February 25 2010**

Attendance: Michael Dermody, Joan Jacobson, Michelle LaBrie, Ann Lowe, Pamela Borrelli, Wendy Brill, Lori Brown, Ana Palmer, Chris Blakey, Lee Hilliard, Edel Alonso, James Lorigan, Tammera Rice, Michael McMahn, David Andrus, Deanna Riviera, Michael Sherry, Lea Templer, Jose Martin, Mike Wilding, Fred D'Astoli, James Grossklag, John Makevich, Stan Wright and Jennifer Brezina

The consent calendar was approved, which included the Academic Senate summary for February 11, 2010; and the Curriculum summary for February 18, 2010.

CCC Update: The campus has upgraded to a new internet connection system (Gigamon), which significantly improves the speed and functionality of our internet connectivity. This fiber optic internet technology is about 1000 times faster than the previous connection. The Applied Tech building plans came out of DSA (Department of State Architect), once some revisions are made, we can move forward with the next step of sending out for bids. The coffee/food services modular building will be delivered to CCC late this week or early next week. We hope to have our coffee vendor open for business sometime the first half of March. Another Star Party at CCC is being planned for May, and we hope to help raise funds for the Dr. Ram Manvi Engineering Scholarships fund.

Plagiarism/Academic Honesty committee will have a report at the next Senate meeting.

Academic Standards Committee meets twice a month. We currently have three representatives, but we really need two (or at least one!) from each division. If interested, please contact Mike Joslin or Michael Dermody

Program Review implementation seems to have been positive, with a few glitches that are being worked out. A proposal on Peer Review will be sent to the Senate this semester.

Board Policies (Grading 5900, 5901 Course Repetition) were all approved with minor changes.

Curriculum Committee is hard at work, looking at a minimum of 50 courses per meeting. They will be looking at all new courses in light of the chancellor's letter on avocational and recreational courses.

Department Chair elections will begin soon. We reviewed the standing procedures. A question was raised as to voting rights for faculty members who are serving as interim administrators, the general consensus is that it would not be appropriate for those individuals to vote in any current elections.

Intellectual Property Rights were reviewed in a "discussion only" paper, looking at possible policies and procedures toward Intellectual Property Rights. Discussion will continue throughout the semester.

Distance Learning was discussed, including the fact that our internal "30%" rule is no longer legal. Under Title V, any class that is designed to have a portion delivered on-line MUST have a DLA for the course (occasional, unscheduled assignments do not need a DLA).

CWEE Readiness checklist was approved. A question was raised if faculty could get FLEX credit for this orientation; Stan Wright said he would check with Professional Development.

It was suggested that we request additional funding for Senate travel next year.

Adjourned at 4:55 p.m.

Proposal to Academic Senate
Statement and Policy on Academic Integrity and Plagiarism (Draft)

Proposed by Academic Integrity Subcommittee:

Jia-Yi Cheng-Levine (contact)

Michael Joslin

Jennifer Brezina

Jose Martin, and

Fred D'Astoli

The following statement, if passed/agreed by the senate, will be proposed to be included in Students Handbook, next Catalog, and possibly the blue books.

Statement on Academic Integrity at College of the Canyons:

Students are expected to do their own work as assigned. At College of the Canyons, we believe that academic integrity and honesty are some of the most important qualities college students need to develop and maintain.

To facilitate a culture of academic integrity, College of the Canyons has established due process procedures when plagiarism or academic dishonesty is suspected. Here, at COC, we have defined academic plagiarism as follows: Plagiarism is the submission of someone else's work or ideas as one's own, without adequate attribution. When a student submits work for a class assignment that includes the words, ideas or data of others, without acknowledging the source of the information through complete, accurate, and specific references, plagiarism is involved. This may include dual submission of a similar work for credit for more than one class, without the instructor's knowledge and approval.

Cases of alleged plagiarism will be referred to the Dean of Student Services for investigation. See your course syllabus for course specific policies, rules, and guidelines on plagiarism and academic dishonesty for course specific policies.

Intellectual Property Rights

This is the initial discussion on developing a set of intellectual property right policy and procedures. Although this discussion is starting in the Senate, please remember that ultimately this could impact all members of the college community, and as we move our discussions along we will have to incorporate the interests of those colleagues as well.

This DRAFT is based on 15-17 similar policies at other community colleges, as well as input from the college legal counsel (thanks to Sharlene Coleal, who forwarded that material to us).

PROPOSED BOARD POLICY

A. Intellectual Property and District Employees

The District recognizes and encourages the intellectual scholarship and academic creativity of ~~faculty~~ employees as an inherent part of the educational mission of the college

The District, the Academic Senate, and all other campus constituent groups believe that the public interest is best served by creating an intellectual environment whereby creative efforts and innovations can be encouraged and rewarded, while still retaining for the college reasonable access to, and use of, the intellectual property for whose creation the college or university has provided assistance.

It is in the interest of the District, the Academic Senate, and all other campus constituencies to protect and promote the right of ~~faculty members'~~ employees to benefit from their scholarly work, and to avoid copyright disputes by facilitating advance agreement between ~~faculty member's~~ employees and the District regarding ownership and use of scholarly works.

B. Development of Procedures

1. The District will develop procedures to ensure for the recognition, administration, and assignment of Intellectual Property Rights.
2. These procedures will be consistent with other District policies, including, but not limited to, the District's policy on academic freedom and federal and state statutes and regulations.
3. In addition to procedures for general District implementation of this policy, there shall be specific procedures developed for employees, students, contractors, and volunteers.
4. Employees
 - i. Any procedures that would impact faculty members will be mutually agreed upon with the Academic Senate.
 - ii. These procedures shall also be interpreted consistent with all collective bargaining agreements.
5. Students
 - i. The District will develop procedures to ensure the protection of students' intellectual property rights.
 - ii. Protection of student intellectual property rights shall not be construed to interfere with the role of the faculty in assigning grades to students' enrolled in college courses.
6. Third Party Contractors
 - i. The District will develop procedures to coordinate intellectual property rights between the district and any outside contractor.
 - ii. Assignment of Intellectual property rights shall be specified in any contract or agreement signed by the District.
7. Volunteers
 - i. The District will develop procedures to coordinate intellectual property rights between the district and any person not acting in the capacity of an employee, student, or contractor.

BOARD PROCEDURES –**IMPLEMENTATION OF INTELLECTUAL PROPERTY RIGHTS: DISTRICT****A. Commercialization of Intellectual Property**

1. The District may commercialize ~~its Intellectual Property~~ any work in which it maintains intellectual property rights.
2. The District may commercial any such property using its resources or it may enter into agreements with others to commercialize the work as authorized by law.
3. The District shall undertake such efforts, as it deems necessary to preserve its rights in original works for which the District is the sole or joint owner of intellectual property rights.
4. The District may apply for a patent, for trademark registration, for copyright registration, or for other protection available by law on any new work in which it maintains intellectual property rights.
5. The District may pay some or all costs required for obtaining a patent, trademark, copyright, or other classification on original works for which it exclusively owns intellectual property rights.
6. If the District has intellectual property rights in a jointly owned work, the District may enter into an agreement with the joint owners concerning payment of such costs.
7. At times the District may share intellectual property rights with employees. The employees are entitled to share in any royalties, licenses, and other payments from commercialization of these works in accordance with applicable agreements signed beforehand with the District.
- ~~8. An employee who creates a work and retains an intellectual property interest in such work in which the District maintains intellectual property rights is entitled to share in royalties, licenses, and any other payments from commercialization of the work in accordance with applicable agreements and applicable laws.~~
 - a. All expenses incurred by the District in protecting and promoting the work, including costs incurred in seeking patent or copyright protection and reasonable costs of marketing the work, shall be deducted and reimbursed to the District before the creator is entitled to share in the proceeds.
9. The District shall deposit all net proceeds from commercialization of intellectual property in its own general intellectual property account. The District may use the account to reimburse expenses related to creating or preserving the District's intellectual property rights or for any other purpose authorized by law and District policy including the development of intellectual property.

B. Intellectual Property Coordinator

1. The ~~District~~ CEO will designate a District Intellectual Property Coordinator.
2. The coordinator shall administer this procedure and will implement the District's Intellectual Property Policy.
3. The Intellectual Property Coordinator will also monitor the development and use of the District's intellectual property.
4. Any questions relating to the applicability of the District Intellectual Property or this procedure may be directed and answered by the Intellectual Property Coordinator.
5. The Intellectual Property Coordinator shall all arrange training on a periodic basis for faculty, staff, and/or other persons who are covered by this Intellectual Property Procedure

BOARD PROCEDURES –**IMPLEMENTATION OF INTELLECTUAL PROPERTY RIGHTS: EMPLOYEES****A. Works subject to Intellectual Property issues-Protection**

Intellectual Property rights refer to works that may be eligible for copyright protection. This includes, but is not limited to:

- a. course materials such as course handouts, syllabi, lecture notes, student exercises, workbooks, study guides, laboratory manuals, multimedia programs, tests, literary works,
- b. books, articles, fictional or non-fictional narratives, reviews;
- c. dramatic and musical compositions, poetry, and choreography
- d. complete online courses including those created with a course management system
- e. other course materials related to online courses or web-related materials
- f. analysis (e.g. scientific, logical, opinion or criticism),
- g. works of art and design, including pictorial, graphic and sculptural works, photographs, films, video and audio recordings
- h. computer-based programs and media (e.g. software or computed code of their representation in forms such as CD-ROM, video disk, compressed video, digital, web-based material and the like),
- i. original “mask works” (i.e. original images derived from semi-conductor chip products),
- j. Architectural and engineering drawings.

1. Intellectual Property works may be found in

- a. any enduring medium (for example, print, film, or digital media, etc.), or
- b. Digitally encoded works that can be stored on computer-readable media, manipulated by computers, and transmitted through data networks form (for example, video or audio broadcast, html transmissions, or email attachments), or
- c. Other tangible forms (for example, as sculpture, painting, or structure).

B. Definition of District Substantial Support

1. “Substantial Support” means use of District resources beyond the normal professional, technology, and technical support generally provided by the District and extended to an individual or individuals for development of a product, project or program. This could include:
 - a. extra compensation for a work;
 - b. The cost of providing secretarial, technical, legal, duplication, technological or creative services specifically for the creation of the work.
2. “District Resources” includes all tangible resources including buildings, equipment, facilities, computers, software, personnel, and funding.
3. A substantial use of the District’s resources may be implicated in situations where the creator spends such time and energy in the creation of a work that results in a great reduction of the creator’s teaching activity.

- 139 4. Substantial Support does NOT include
- 140 a. the ~~faculty member's~~ employee's regular compensation and the office space,
- 141 b. office computer, local telephone use, office supplies, and copy services regularly provided
- 142 to ~~faculty of that particular type~~ an employee in the normal course of their employment
- 143 c. District sponsored training customarily provided to an employee.
- 144 d. the use of an electronic learning management system,
- 145 e. any software management system for on-line instruction, assessment or virtual classroom
- 146 instruction, and
- 147 f. Compensation to a faculty member while on sabbatical.
- 148 g. COC Foundation support to the Scholarly Lecture program or mini-grant programs.
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151 C. Categories of Intellectual Property works

152 1. Institutional Work

- 153 a. Institutional Works are those Standard and ordinary work, , conducted by the District for
- 154 specific District administrative purposes, excluding teaching and academic endeavors.

155 Examples of these would include, but are not limited to:

- 156 i. preparing budgets, policies, contracts, personnel management,
- 157 ii. printing course materials and catalogues,
- 158 iii. maintenance of computer data,
- 159 iv. long range planning,
- 160 v. Keeping inventories of equipment.

- 161 b. Works that must be approved by a college committee are considered to be Institutional
- 162 Works.

- 163 c. ~~Faculty members~~ Employees do not retain any Intellectual Property rights for their
- 164 contributions to Institutional Work.

165 *For example, all materials produced by accreditation committees, or courses outline*

166 *approved by the Curriculum committee, are considered "Institutional Works."*

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168 2. Commissioned Work

- 169 a. A commissioner work is a one-time work that is defined and directed by the District for a
- 170 specific District purpose. This includes, but is not limited to, any works
- 171 i. Commissioned by the District pursuant to a signed contract; or
- 172 ii. Produced by research specifically supported by Federal, State, or third party
- 173 sponsorship; or
- 174 iii. Produced through substantial use of District resources or facilities,
- 175 b. All Commissioned Works are the property of the District, unless otherwise stated in a written
- 176 agreement between the District and the ~~faculty member~~ employee prepared before the project
- 177 is initiated,
- 178 c. The District may provide additional compensation for a commissioned work, but any such
- 179 compensation must be agreed to in writing before the project begins.
- 180 d. Commissioner works are outside of an ~~faculty member's~~ employee's normal duties, and must
- 181 be agreed to by both the ~~faculty member~~ employee and the District.
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183 *For example, the District asks an instructor who teaches in the Math Department to prepare a*

184 *computer program which teaches mathematical concepts to her students in her math class.*

185 *The instructor enters into an agreement with the District to prepare this "Commissioned*

186 *Work" and is compensated extra for doing so.*

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3. Personal Work

- a. Personal Works are not subject to this policy.
- b. Personal works are prepared outside the course and scope of District employment responsibilities, and are produced without the use of District resources or facilities.
- c. Since Personal Works are the property of the ~~faculty member~~ employee, any copyright shall be owned exclusively by the ~~faculty member~~ employee.
- d. When creating a personal work,
 - i. The creation of such works shall not interfere with the ~~faculty member's~~ employee's ability to perform assigned responsibilities.
 - ii. An ~~faculty member~~ employee shall not use any District resources to create, develop or commercialize works
For example, an instructor who teaches in the Accounting Department also has a private accountancy business advising clients from her home using no District resources. She creates a tax computation software program that she uses on behalf of her clients and charges them for this use. This software is a "Personal Work."

4. Scholarly Work (or Aesthetic Work)

- a. Scholarly works are considered the intellectual property of a ~~faculty member~~ employee.
- b. Scholarly works are those where the ~~faculty member's~~ employees contributions:
 - i. Originate through their own initiative;
 - ii. Are the results of independent academic efforts for classroom, education, or professional purposes, and
 - iii. Do not rely on substantial District support.
For example, an instructor who teaches in the Math Department creates lecture notes, outlines, and workbooks for his students' use in his courses taught at the College. His lecture notes, outlines, and workbooks are "Scholarly Works."

5. Sabbatical Works.

- a. Generally, intellectual property created by District employees during a sabbatical is defined as an academic work.
- b. If substantial district resources and facilities are required to complete a sabbatical project, the District and the ~~Faculty member~~ employee must first enter into an agreement to define the limit and scope of the District's support, as well as to define the District and ~~faculty member's~~ employee's intellectual property rights in the sabbatical work.

D. District ~~limitations~~ Restrictions on Use of Employees' Scholarly Works

1. Scholarly Works are the property of the ~~faculty member~~ employee and the copyright shall be owned by the ~~faculty member~~ employee. The District and the ~~faculty member~~ employee agree that the ~~faculty member~~ shall maintain the exclusive right to royalties and non-transferable, perpetual, worldwide license to use works owned by the ~~faculty~~ employee.
2. The District may not authorize the for-profit publication of such works in return for royalties paid solely to the District without written authorization from the ~~faculty member~~ employee (s) who created the works.
3. The District may not sell or re-transmit any recording of any classroom instruction, lecture or other instructional or performance event produced by the ~~faculty member~~ employee for transmission, except under the terms of a written agreement between the District and the ~~faculty member~~ employee specifying the terms of such re-transmission or sale, including distribution of net profits from the sale or rebroadcast.

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4. The District shall not authorize anyone to create derivative works (for example, companion materials, or updated versions) without the written agreement of the ~~faculty member~~ employee (s) who own the work.

245 **E. District Use of Scholarly Works**

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1. Material created for ordinary teaching use in the classroom and in department programs, such as syllabi, assignments, and tests, shall remain the property of the ~~faculty author,~~ employee, but the District shall be permitted to use such material for internal instructional, educational, and administrative purposes, including satisfying requests of accreditation agencies for faculty-authored syllabi and course descriptions.
 2. By accepting the assignment of a distance learning course as part of their faculty load, ~~the~~ a faculty member implicitly authorizes the District to transmit or record for transmission, any classroom instruction, lecture or other instructional or performance event produced by the faculty member as part of that specific distance learning ~~course-section~~.

257 **F. ~~Faculty~~ Employee responsibilities on Scholarly Works**

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1. If a scholarly work is created by two or more ~~faculty members,~~ employees, it is the responsibility of the ~~faculty members~~ to employee determine the manner in which they share ownership of the copyright to that work.
 - a. It is their responsibility to prepare (or have prepared at their own expense) a written agreement between them documenting their determination.
 - b. No grievance against the District may be asserted by ~~faculty members~~ employee arising out of any consequences of their failure to make or document an agreement concerning the manner in which they share ownership of the copyright
 2. It is the responsibility of the ~~faculty member~~ employee to ensure that any scholarly work does not include intellectual property owned by others. If it does include such intellectual property, the ~~faculty member~~ employee is responsible for obtaining the appropriate releases/permissions for the use of the material.
 3. As the copyright for Scholarly Works are held by the ~~faculty member,~~ employee the District assumes no liability for any legal action arising from the contents of the scholarly work. *For example, the District takes no responsibility for any claims made of plagiarism, or any claims arising if an individual alleges an injury based on inaccurate or misleading information provided in a scholarly work.*

278 **G. Request for Substantial Support**

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1. An ~~faculty member~~ employee may request the District to provide substantial support. Such a request must be provided in writing to the appropriate cabinet-level administrator.
 2. The District has no obligation to support the request.
 3. If approved, a formal agreement will be written out between the District and the ~~Faculty member~~ employee prior to the start of any work. This written agreement shall include, at a minimum:
 - a. the terms of the substantial support to be provided,
 - b. conditions or timelines that must be met to ensure continued support;
 - c. whether such work is considered a “Commissioned Work” or a “Scholarly Work”; and

- 288 d. Shall specify whether the work is owned solely by the faculty member, or whether
289 ownership shall be shared between the parties.
- 290 c. No grievance against the District may be asserted by ~~faculty members~~ employee arising out
291 of any consequences of their failure to make or document an agreement concerning the
292 manner in which they share ownership of the copyright

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- 294 4. It is the responsibility of the ~~faculty member~~ employee to ensure that all scholarly work
295 complies with District policies and state and federal laws, including copyright and privacy
296 laws, in creating works. ~~Faculty~~ Employees must obtain all required licenses, consents, and
297 releases necessary to avoid infringing the rights of third parties.
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- 299 5. As the copyright for Scholarly Works are held by the ~~faculty member~~ employee, the District
300 assumes no liability for any legal action arising from the contents of the scholarly work
301 *For example, the District takes no responsibility for any claims made of plagiarism, or any*
302 *claims arising if an individual alleges an injury based on inaccurate or misleading information*
303 *provided in a scholarly work.*

304 H. Use of Names, logos

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- 306 1. The District's names, logos, and trademarks are copyrighted material that may not be used
307 without consent of the District.
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- 309 2. ~~Faculty members~~ Employees may use their employment title for any work that they create
310 while an employee of the District.
311 *For example, "Valerie Valencia, Professor of Advanced Bioengineering, College of the Canyons"*
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- 313 3. If for any reason the District does not wish its name or the College's name to be identified, the
314 District has the right to require the ~~faculty member~~ employee not to identify his or her
315 relationship with the District; and in such a case, the ~~faculty member~~ employee will agree to
316 stop doing so as soon as reasonably possible.
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- 318 4. The District agrees that when it uses a work created by a ~~faculty member~~ employee the District
319 will identify the ~~faculty member~~ employee who created the work, for as long as the work
320 continues to be used by the District.

321 I. Alternative Copyright Agreements

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- 323 1. The CEO may waive the District's property rights by executing a written waiver.
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- 325 2. ~~Faculty members~~ Employees and the District may, if they wish, enter into individual
326 agreements with one another concerning copyright ownership and usage rights to specific
327 works, the terms of which differ from those set forth above.
- 328 ii. The terms of any such individual agreement will supersede the terms of ~~this Article~~ these
329 procedures, once such an agreement is signed by the ~~faculty member~~ employee and an
330 authorized representative of the District.
- 331 iii. ~~Any such agreement will be provided to Faculty union.~~
- 332 3. In the event the provisions of these procedures and the provisions of any operative collective
333 bargaining agreement conflict, the collective bargaining agreement shall take precedence.
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BOARD PROCEDURES –
IMPLEMENTATION OF INTELLECTUAL PROPERTY RIGHTS: STUDENTS

A. Student and Public Intellectual Property Rights

1. District students own the intellectual property rights for intellectual property created to meet course requirements using college or District resources.
2. The methods used by faculty to grade, certify, and assess a student’s intellectual work created to meet course requirements shall not be construed as a violation of a student’s intellectual property rights.
3. Members of the public who create intellectual property using district resources available to the public retain the rights to those intellectual works.

CURRICULUM COMMITTEE SUMMARY
March 4th, 2010 3:00 pm – 5:00 pm BONH-330

Members present: Ayres, Diane – Humanities (Substitute for Jennifer Brezina), Backes, Patrick – Curriculum Coordinator, Non-voting member; Brill, David – Fine & Performing Arts; Hilliard, Lee – Member at Large; Jacobson, Joan – Student Services; Ann Lowe – Co-Chair, Faculty, Marengo, Anne – Member at large; Parker, Catherine – Adjunct Faculty; Solomon, Diane – Member at Large; Stanich, Diana – Physical Education & Athletics

Members absent: Benedicto, Alto – Math & Science; Brezina, Jennifer – Humanities; Green, Audrey - Co-Chair, Administrator, Articulation Officer; Lucy, Nicole – Social Science & Business; Waller, Tina – Allied Health

Items on “Consent” are recommended for approval as a result of a Technical Review meeting that took place on February 25th, 2010:

TECHNICAL CHANGE MEMO:

Subject	#	Title	Description of action	Author
MEA	125	News reporting and Anchoring	Increase units from 3.0 to 3.5 (Adding .5 units of lab). Add lecture and lab objectives. Remove co-requisite of MEA-116 and remove MEA-116 from New Media Journalism Degree. Approved	D. Brill

DELETED COURSES On Consent:

Subject	#	Title	Description of action	Author
EDUC	088	Introduction to Educational Technology	Decision to offer as workshop by ITL. Approved	A. Green
MFGT	060	Introduction to Rapid Prototyping	MFGT 060 has not been offered in the last 9 years and is not scheduled to be offered in the future. Approved	R. Blasberg
MFGT	095	Computer Aided Design With Unigraphics	Course is currently out of date and is not required for any of the degree or certificate programs, not even as an elective. Approved	R. Blasberg
MFGT	096	Computer-Aided Manufacturing With Unigraphics	This course is no longer relevant to the Manufacturing Technology Program. Approved	R. Blasberg
MFGT	101	Materials and Processes in Manufacturing	This course is no longer relevant to the Manufacturing Technology Program. Approved	R. Blasberg

MFGT	102	Engineering Drawing Interpretation	This course is no longer relevant to the Manufacturing Technology Program. Approved	R. Blasberg
MFGT	103	Introduction to Automated Manufacturing	This course is no longer relevant to the Manufacturing Technology Program. Approved	R. Blasberg
NC.ESL	LVL1	Level 1	This course is replaced by NC.ESL 1A and 1. Approved	A. Green
NC.ESL	LVL2	Level 2	This course is replaced by NC.ESL LVL2A and 2B. Approved	A. Green
NC.ESL	LVL3	Level 3	This course is replaced by NC.ESL LVL 3A and 3B. Approved	A. Green
NC.ESL	LVL4	Level 4	This course is replaced by NC.ESL LVL 4A and 4B. Approved	A. Green
NC.ESL	PLVL1	ESL Pre-Level 1	This course is replaced by NC.ESL LVL1A and will not be offered. Approved	A. Green
NC.ESL	TOEFL	TOEFL Preparation	This course will not be offered. Approved	A. Green
NC.HLSF	02	Food Handler Certification	This course will not be offered. Approved	A. Green
NC.OAD	ART06	Gardening as Self Expression	This course will not be offered. Approved	A. Green
NC.OAD	HLTH1	Life Long Learning for Older Adults	This course will not be offered. Approved	A. Green
NC.OAD	HLTH7	Mobility for Older Adults through Tai Chi in a Chair	This course will not be offered. Approved	A. Green
NC.OAD	LLL02	Life Long Learning for Older Adults through Art Appreciation	This course will not be offered. Approved	A. Green
NC.OAD	LLL03	Life Long Learning for Older Adults through Film Exploration	This course will not be offered. Approved	A. Green
NC.OAD	LLL05	Life Long Learning through Literature Analysis-Shakespeare	This course will not be offered. Approved	A. Green
NC.OAD	LLL06	Lifelong Learning Through Basic Spanish Conversation	This course will not be offered. Approved	A. Green
NC.OAD	LLL07	The Law and How to Use It	This course will not be offered. Approved	A. Green
NC.PAED	CD01	Parenting Skills	This course will not be offered. Approved	A. Green

SOCI	198	Special Topics in Sociology	Not able to offer this course at this time. Approved	A. Marenco
SOCI	198K	Scared Senseless: The Threat of Domestic and Global Terrorism	Not able to offer this course at this time. Approved	A. Marenco
SOCI	198P	Serial Murder – Profiling the Crime and Social Response	Not able to offer this course at this time. Approved	A. Marenco
SOCI	198R	How Much is Enough? America's Consumerist Society	Not able to offer this course at this time. Approved	A. Marenco

DELETED PROGRAMS On Consent:

Program	Degree/Certificate	Description of action	Author
Gender Studies	AA Degree	This program has not been approved by the Chancellor's Office. Approved	A. Green
Manufacturing Technology	AS Degree	Requesting that the program be archived effective Fall 2011. This allows more than one year for current students to complete their program of study. Approved	R. Blasberg
Manufacturing Technology	Certificate of Achievement	Requesting that the program be archived effective Fall 2011. This allows more than one year for current students to complete their program of study. Approved	R. Blasberg

NEW ISA COURSES On Consent:

Subject	#	Title	Description of action	Author
PUBSAF	10AL	Supervisory Line Deputy – Supervisory Course	1 unit, 14 hours of lecture, 2 hours of lab. Class size 25, unlimited repeatability. Added SLO's (2 lec. 1 lab). Approved	R. Burns
PUBSAF	20AN	Legal Update	.5 units, 8 hours of lecture. Class size 25, unlimited repeatability. Added SLO. Approved	R. Burns
PUBSAF	30BI	Investigative Supervisory Operations	1.5 units, 24 hours of lecture. Class size 50, unlimited repeatability. Added SLO. Approved	R. Burns

MODIFIED COURSES On Consent:

Subject	#	Title	Description of action	Author
MUSIC	101	Musicianship Skills I	Revised SLO. Updated descriptions and books. Approved	D. Catan
MUSIC	106	Development of Jazz	Revised SLO. Updated descriptions and objectives. Approved	D. Catan
MUSIC	140	Vocal Development for Popular Music	Revised SLO. Removed 3A: Art Courses from IGETC. Approved	KC Manji
NURSN G	089	Success in Fundamental Nursing	Added SLO, Added DLA, Changed repeatability to 1 time from none. Added NURSNG-110 & 111 as co-requisites. Updated descriptions, objectives, content and class size. Approved	T. Bathke
NURSN G	092	Success in Beginning Medical /Surgical Nursing	Added SLO, Added DLA, Changed from 1 unit to .5 units. Changed repeatability to 1 time from none. Added NURSNG-120 as a co-requisite. Updated descriptions, objectives, content and class size. Approved	T. Bathke
NURSN G	093	Success in Maternal Newborn and Pediatric Nursing	Added SLO, Added DLA, Changed from 1 unit to .5 units. Changed repeatability to 1 time from none. Added NURSNG-122 as a co-requisite. Updated descriptions, objectives, content and class size. Approved	T. Bathke
NURSN G	094	Success in Psychiatric Nursing	Added SLO, Added DLA, Changed from 1 unit to .5 units. Changed repeatability to 1 time from none. Added NURSNG-220 as a co-requisite. Updated descriptions, objectives, content and class size. Approved	T. Bathke
NURSN G	095	Success in Intermediate Medical /Surgical Nursing	Added SLO, Added DLA, Changed from 1 unit to .5 units. Changed repeatability to 1 time from none. Added NURSNG-222 as a co-requisite. Updated descriptions, objectives, content and class size. Approved	T. Bathke
NURSN G	096	Success in Advanced Medical /Surgical Nursing	Added SLO, Added DLA. Changed repeatability to 1 time from none. Added NURSNG-232 as a co-requisite. Updated descriptions, objectives, content and class size. Approved	T. Bathke

NEW COURSES:

Subject	#	Title	Description of action	Author
BIOSCI	107H	Molecular and Cellular Biology Honors	4 units, 54 hours of lecture, 54 hours of lab. Class size 24, not-repeatable. Added SLO's (2 lec. 2 lab). Prerequisite of MATH-070. Approved	K. Cude
ECON	202H	Microeconomics Honors	3 units, 54 hours of lecture. Class size of 25, not-repeatable. Added SLO's (3), Prerequisite of ECON-201. Approved	L. Templer

GMD	120	History of Graphic Design	3 units, 54 hours of lecture. Class size of 35, not-repeatable. Added SLO's (2), Added DLA. Approved	D. Pattee-Ballard
HIST	112H	United States History II Honors	3 units, 54 hours of lecture. Class size of 24, not-repeatable. Added SLO's (3), Prerequisite of ENGL-101.	K. Hitt
THEATR	193	Summer Theater Workshop	1.5 – 4 variable units. 18 hours of lecture, 27-162 hours of lab. Class size 35, repeatable 3 times. Added SLO's (1 lec 1 lab). Approved	D. Stears

NEW PROGRAMS:

Program	Degree/Certificate	Description of action	Author
CAHSEE	Certificate of Completion	0 units (non-credit). Required courses: NC.BCSK 50 & NC.BCSK 090. Approved	J. Brezina
News Reporting and Anchoring	Certificate of Specialization	11.5 units. Required courses: MEA 110, 119, 125, 225. Approved	D. Brill

MODIFIED PROGRAMS:

Program	Degree/Certificate	Description of action	Author
Theater	A.A. Degree	Program modification, adding new course (THEATR 193) to degree. Approved	P. Wickline
Theater Performance	A.A. Degree	Program modification, adding new course (THEATR 193) to degree. Approved	P. Wickline

NEW DISTANCE LEARNING ADDENDUMS:

Title	#	Title	TYPE OF DELIVERY	Author
GMD	120	History of Graphic Design	100% Online, Hybrid. Approved	D. Pattee-Ballard
NURSNG	089	Success in Fundamental Nursing	100% Online, Hybrid. Approved	T. Bathke
NURSNG	092	Success in Beginning Medical /Surgical Nursing	100% Online, Hybrid. Approved	T. Bathke
NURSNG	093	Success in Maternal Newborn and Pediatric Nursing	100% Online, Hybrid. Approved	T. Bathke
NURSNG	094	Success in Psychiatric Nursing	100% Online, Hybrid. Approved	T. Bathke
NURSNG	095	Success in Intermediate Medical /Surgical Nursing	100% Online, Hybrid. Approved	T. Bathke

NURSNG	096	Success in Advanced Medical /Surgical Nursing	100% Online, Hybrid. Approved	T. Bathke
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NEW PREREQUISITES:

Title	#	Title	Suggested Enrollment Limitation	Author
BIOSCI	107H	Molecular and Cellular Biology Honors	Prerequisite of MATH-070. Approved	K. Cude
ECON	202H	Microeconomics Honors	Prerequisite of ECON-201. Approved	L. Templer
HIST	112H	United States History II Honors	Prerequisite of ENGL-101	K. Hitt
NURSNG	089	Success in Fundamental Nursing	Co-requisite of NURSNG-110 & 111. Approved	T. Bathke
NURSNG	092	Success in Beginning Medical /Surgical Nursing	Co-requisite of NURSNG-120. Approved	T. Bathke
NURSNG	093	Success in Maternal Newborn and Pediatric Nursing	Co-requisite of NURSNG-122. Approved	T. Bathke
NURSNG	094	Success in Psychiatric Nursing	Co-requisite of NURSNG-220. Approved	T. Bathke
NURSNG	095	Success in Intermediate Medical /Surgical Nursing	Co-requisite of NURSNG-222. Approved	T. Bathke
NURSNG	096	Success in Advanced Medical /Surgical Nursing	Co-requisite of NURSNG-232. Approved	T. Bathke

Discussion items/Notes: The Committee discussed the memo from the Chancellor's office stating the need to focus on transfer, career technical education, and basic skills curriculum. The committee agreed that we need to look at our procedures of approving curriculum and tweak to help us follow the guidelines stated in the memo from the Chancellor's office.

New Courses Includes ISA's	7	Modified Non Credit Courses	-0-	Modified Prerequisites	-0-
New Programs	2	New DLA's	7	Deleted Courses	27
Modified Courses	9	New SLO's	22	Deleted Programs	3
Modified Programs	2	Modified SLO's	3	Proposals Reviewed in Technical Review Session	27
New Non Credit Courses	-0-	New Prerequisites	8	Proposals Returned from Technical Review Session	6