

Academic Senate for College of the Canyons
 Agenda for March 27, 2014 3:00 p.m. to 4:30 p.m. BONH 330

- A. Routine Matters
1. Call to order
 2. Approval of the Agenda
 3. Approval of the Consent Calendar
 - a) Academic Senate Summary: March 13, 2014 (p2)
 - b) Curriculum Summary: March 20, 2014 (p7)
- B. Unfinished Business
1. Policies and Administrative Procedures in Policy Committee:
 Counseling Services; Prerequisites; Articulation;
 Faculty Transfer; Educational Administrators Retreats Rights
 2. Alignment of LEAP principles with institutional SLO's (ISLO) – in Division discussions
 3. List of adjunct faculty for approval of minimum qualifications in 2013-14 – in HR
 4. Formation of ongoing Accreditation Committee for Senate Discussion in Fall 2014
 5. Proposed Revisions to BP and AP 4233 Attendance – in Policy Committee
- C. Discussion items
1. Assessment of Prior Learning (APL) – James Glapa-Grossklag
 2. BP 4025 and AP 4025 Philosophy and Criteria for Associate Degree and General Education – David Andrus (p10)
- E. Action Items
1. Approval of Juan Buriel, Interim English Department Chair (April 1- June 5, 2014)
 2. Approval of Proposed Revisions to BP 3900 Smoking/Tobacco Usage – ASG Rep (p14)
 3. Approval of Proposed New BP 4041 – TLC (p15)
- F. Reports
1. President's and Vice-President's Reports
 2. Committee Reports
 - Curriculum Committee – Ann Lowe, Chair
 - Classified Staffing Committee – Chelley Maple, Faculty Representative
 - Election Committee – Michael Sherry, Chair
 3. Division Reports
- G. Announcements
1. Spring Plenary Session: April 10-12 (Edel Alonso)
 2. Faculty Leadership Institute: June 12-14 (New Senate President or Vice President)
 3. Curriculum Institute: July 10-12 (Ann Lowe)
- H. Open Forum
- I. Adjournment

The next Senate Meeting will be April 24, 2014
As Always everyone is welcomed.

.Summary of the Academic Senate Meeting March 13, 2014

Attendance: Edel Alonso, Paul Wickline, Lee Hilliard, Ruth Rassool, Deanna Riviera, Elizabeth Olivier (ASG), Thea Alvarado, Peter Hepburn, Pierre Etienne, Wendy Brill-Wynkoop, Cindy Stephens, Rebecca Shepherd, Amy Shennum, Shane Ramey, Rebecca Eikey, Ron Karlin, Ann Lowe, Chelley Maple, Garrett Hooper, Howard Fisher and Lisa Hooper

A. Routine Matters

1. Call to order: 3:00 p.m.
2. Approval of the Agenda: motion to approve Thea Alvarado, seconded Ruth Rassool, all in favor: Unanimous: **Approved**
3. Approval of the Consent Calendar: motion to approve Rebecca Shepherd, seconded Ann Lowe, all in favor: Unanimous: **Approved**
4. Report of the Senate President, Dr. Edel Alonso:
 - ✓ The state released the Student Success and Support Program (SSSP) template and Budget Plan form. The completed forms are due to the Chancellor's Office by October 17, 2014. Also, the Student Equity Plan template has been released and the completed form is due to the Chancellor's Office by November 21, 2014. Edel emphasized that faculty must be appointed to serve on the committees to develop these two plans.
 - ✓ The ACCJC released for first reading a draft of their proposed new Eligibility Requirements and Accreditation Standards. The Commission is soliciting public input. The statewide Senate's (ASCCC) Accreditation and Assessment Committee started an email discussion list to analyze the draft of new Standards and to generate possible revisions to prepare a comprehensive feedback document for consideration at the next ASCCC spring 2014 Plenary Session. An initial set of suggested revisions are available at [http://asccc.org/sites/default/files/Appendix B ACCJC suggested revisions.pdf](http://asccc.org/sites/default/files/Appendix_B_ACCJC_suggested_revisions.pdf). Edel will be emailing a link to the senators and all faculty so they may provide feedback.
 - ✓ At the Board of Trustees meeting last night Teresa Ciardi gave a presentation to the Board regarding a proposal to develop a K-12 Teacher Institute this summer, a series of workshops for K-12 educators in the content areas of the arts and sciences. Teresa has already met with teachers in the area who have expressed interest. Any development of curriculum for non-credit or credit courses in the future related to this project will need to go through our established curriculum development processes. At this meeting, the Board also approved several policies for first reading: Associate Degree and Certificate Requirements, Nursing Programs, and Course Repetitions. All of these were approved by the Academic Senate in prior Senate meetings. Three additional policies were approved for first reading that Edel does not recall having been brought to the Senate: BP 3510 Work Violence Plan, BP 3530 Weapons on Campus, BP 3550 Drug Free Environment and Drug Prevention Program. Paul stated that he attended College Policy council and these items were on the agenda and

discussed. The ASG student rep, too, did not recall ASG discussing these policies either.

- ✓ In her meeting with Edel, Dr. Van Hook asked about assessment of prior learning and Edel explained that it had been discussed in the Senate. Most academic programs rely on AP, CLEP and IB for assessment of prior learning as opposed to CTE departments that rely on our Credit by Exam policy to assess prior learning. Each department determines the form that the exam takes in order for students to earn credit-by-exam (multiple choice, essay, demonstration, performance, portfolio). James Glapa-Grossklag will speak to the Senate on this topic at the meeting of March 27th. Ann Lowe reminded the Senate that any proposed changes to curriculum related to Assessment of Prior Learning must be presented to the Curriculum Committee for review, and then if approved, submitted to the Senate for confirmation. Edel and Dr. Van Hook also discussed the progress of the Accreditation Self-Evaluation Report and Edel shared the Senate's interest in forming an ongoing Accreditation Committee.

Report of the Vice-President, Paul Wickline:

Paul reported that he, Rebecca Eikey, and Brent Riffle attended the American Association of Colleges and Universities General Education and Assessment Conference in Portland, Oregon. There were discussions about the purpose of GE at both the community college and university level and what colleges are doing to re-evaluate GE in light of student needs for the 21st century. E-Portfolios were also discussed. Paul sent an email about the E-Portfolio task force. If you have not completed the survey, it is still open and he would be happy to send it to you. Some faculty members are interested in exploring the use of e-portfolios. There was, also, a big conversation about the integration of resources and use of task streams, TK20 and other robust reporting and data collection tools. Their advantages are that they talk to Blackboard, to e-portfolios and resources are integrated. This was a major theme of the conference. The conference also focused on the LEAP principles to measure institutional SLOs/ GE SLO assessment. It is becoming a nationwide trend. The CSU's have adopted the LEAP model.

B. Committee Reports

1. Curriculum Committee – Ann Lowe, Chair:

The committee has been working on the catalog in terms of courses and programs to make sure that the information is 100% reliable and an accurate representation of our curriculum. It will release the famous “hotlist” of courses that are due for their 5 year revision soon. They have also been working on the mandates that we have all our AA-T and AS-T degrees into the CCCO for fall 2014 along with any new courses that needed to be created to meet the transfer degrees as well as any revisions. Compliance with the C-ID and AA-T/AS-Ts has occupied a lot of the committee's time. This year so far, the committee has reviewed a total of 194 courses, approved 113 course modifications, and approved 31 new courses; it approved five

new programs and 18 program modifications. To make the process more efficient, Ann is trying to make it so new courses and new programs in 2014/15 are due early in September to allow a good amount of time to review them and have them reach stage 7 and then the revised courses would start to be reviewed at the end of fall semester. From a practical view, new courses should actually be coming to stage 7 somewhere at the end of April. This timeline will allow us time to plan for the schedule for next year and give us enough time to get them ready to be sent off to articulation.

2. Professional Development Committee – Lisa Hooper, Co-Chair:

Lisa reported that only 17 faculty members had submitted the survey sent out by the committee asking about Professional Development. The faculty appreciated the Safety theme workshops this year but there was frustration by the committee about scheduling of the workshops. The faculty had wanted to learn safety practices in the classrooms and buildings where they would be when emergencies might take place. Dr. Wilding, who heads the Incident Command Team, felt the information presented was applicable to any location. The workshops were not as well attended as expected in some cases. The committee has set the theme for next year: Exploring Disciplines. It is hoping for a positive response from faculty and hope the faculty will submit requests to present some of the workshops in cross-discipline teams. Lisa will re-send the Professional Development survey for anyone who did not have a chance to respond.

3. Program Review Committee – Paul Wickline, Co-Chair:

On April 4 and April 18 at 10:30 am to 12:00 pm there will be opportunities for faculty to provide feedback regarding the year one program review update. The template can be altered if desired. The committee is looking at including 5 year data in the program review versus the current 3 year set of data that is provided currently. An email will be sent out for comments.

4. Academic Staffing Committee – Wendy Brill, Faculty Chair

The committee finished making revisions to its committee procedures document. Wendy will forward the procedures to the Senate for Senate approval. The committee also discussed how to maintain the committee's list of recommendations for new faculty hiring. They decided that sun setting the list after three years was a bad idea. Instead, they will maintain a rotating list and indicate how the positions got on the list for our historical record.

C. Unfinished business

1. Senate's Proposal for New Procedures: Counseling Services – in Policy Committee
2. Proposal for Revisions of Prerequisite Policy – in Policy Committee
3. ISLO LEAP – under discussion at Division Level
4. Education for Discipline Assignments of Adjunct faculty 2013-2014 – HR compiling data
5. Formation of an Ongoing Accreditation committee for Discussion in Fall 2014
6. Faculty Transfer and Administrative Retreat Rights – in Policy Committee

D. Discussion Items

1. Calendar:

Garrett reviewed the calendar options that were brought to the Senate at our last meeting.

The Division Senators reported that

- 1) Allied Health Division faculty liked Option 1, to reduce the spring break. Some of their faculty proposed eliminating spring break altogether
- 2) Humanities Division faculty would like Option 2, to keep spring break as is (the status quo)
- 3) Fine Arts Division faculty have not met to discuss the calendar
- 4) PE Division faculty support Option 2, to keep spring break as is (the status quo)
- 5) Early Childhood Education Division faculty support Option 1, to reduce the spring break
- 6) SSB Division faculty have not met to discuss the calendar
- 7) Learning Resources faculty have not met to discuss the calendar
- 8) Student Services faculty have not met to discuss the calendar
- 9) Math, Science and Engineering Division faculty had a lengthy discussion. Some suggested aligning our spring break with that of the local school districts. Biology faculty have concerns about the effect that option 1 would have on the scheduling of labs, which in their view could greatly impact their curriculum.
- 10) Adjunct Senators expressed support for Option 2, to keep spring break (the status quo) and expressed concern that it's difficult to coordinate their spring breaks with the calendars of other districts where they work, also.
- 11) ASG Representative to the Academic Senate reported that the students are opposed to changing the spring break. They prefer to keep spring break as is (the status quo).

2. Proposed New BP 4041 TLC

The committee is working with Peter Hepburn on this policy. The AP and BP are mandated by accreditation. David has consulted with Mojdeh Mahn and James Glapa-Grossklag. Currently, we have no policy and no protection for the TLC. Senators asked about the proctoring of exams but this service is limited since the TLC does not receive funding for proctoring exams.

E. Action Items

1. Approval of proposed revisions to BP 4233 and AP 4233 Attendance was tabled and will be brought back as a discussion item at the next Senate meeting. **Tabled**
2. Approval of proposed revisions to BP 5529 Student Conduct: An amendment to include sexual orientation in section E was moved by Paul, seconded by Ruth. The amendment was approved unanimously. The amended policy was moved for approval by Thea and seconded by Shane. All in favor: unanimous. **Approved**

F. Division Reports

Learning Resources: Ron Karlin spoke about the variety of research databases, including

Electronic Page and Discover Page, available in the library in addition to ProQuest. He also wants the faculty and students to know that the library has many e-books available, too.

G. Announcements

Edel reminded the Senate that there is only one Senate meeting scheduled in April because of spring break.

H. Open forum

No comments

I. Adjournment: 4:43 p.m.

CURRICULUM COMMITTEE SUMMARY

March 20th, 2014

3:00 pm – 5:00 pm

BONH-330

Items on "Consent" are recommended for approval as a result of Technical Review meetings held on March 11th, 2014.

Members present: Backes, Patrick – Curriculum/Articulation Coordinator, Non-voting member; Bates, Mary – Math, Science & Engineering; Green, Audrey – Co-Chair, Administrator; Hilliard, Lee – Career & Technical Education; Hyatt, Rhonda (Substitute for Diana Stanich) – Physical Education & Athletics; Karlin, Ron – Member at Large; Lowe, Ann – Co-Chair, Faculty; Matsumoto, Saburo – Member at Large; Marenco, Anne – Social Science & Business; Ramey, Shane – Adjunct Faculty; Rorick, Tina (Substitute for Tina Waller) – Allied Health; Ruys, Jasmine – Admissions & Records; Solomon, Diane – Member at Large; Voth, Joseph – Humanities.

Members absent: Brill, David – Fine & Performing Arts; Enrollment Service – Vacant

TECHNICAL CHANGE MEMOS on consent:

Subject	#	Title	Description of action	Author	Effective
CWE	188	Cooperative Work Experience Education	Minor rewording of SLO #1 to read "Comply with legal requirements and policies governing work experience education."	H. Fendree	Fall 2014
KPEI	255	Intercollegiate Cross Country	Changing number to "255A" .	L. Fane	Fall 2014
REC	104	Introduction to Therapeutic Recreation and Special Populations	Minor rewording of SLO to read "Analyze the contemporary practices employed in therapeutic recreation settings."	R. Hyatt	Fall 2014

Program	Degree/Certificate	Description of action	Author	Effective
Medical Laboratory Technician	A.S. Degree	See Attached.	S. Chu	Fall 2014

MODIFIED COURSES on consent:

Subject	#	Title	Description of action	Author	Effective
ID	096L	Interior Design Lab	Revised descriptions, revised SLO , revised objectives and content. Rationale for revision: 5 year revision and department discussion indicated revised SLO would serve student assessment better than previous SLO.	D. Hinesach	Fall 2014
ID	104	Rapid Visualization and Illustration	Added lecture SLO , revised objectives and content. Rationale for revision: 5 year revision and department discussion indicated added SLO would serve student assessment better.	D. Hinesach	Fall 2014
ID	114	Architecture and Interiors History: Antiquity – Classic Revival	Revised descriptions and objectives, updated textbooks. Rationale for revision: 5 year revision.	D. Hinesach	Fall 2014

ID	115	Architecture and Interiors History: Classic Revival – Post Modern	Revised content, updated textbook. Rationale for revision: 5 year revision.	D. Hinesach	Fall 2014
ID	207	Residential Design	Revised descriptions, objectives and content, updated textbooks. Rationale for revision: 5 year revision.	D. Hinesach	Fall 2014
PHOTO	185	Experimental Photography	Revised descriptions, revised SLO's (3) , revised objectives and content, updated textbooks. Rationale for revision: 5 year revision and department discussion indicated revised SLO's would serve student assessment better than previous SLO.	W. Brill - Wynkoop	Fall 2014
THEATR	060	The Business of Acting	Increased units to 3 (formerly 2 units), revised SLO , revised objective and content, updated textbooks. Rationale for revision: 5 year revision, unit change, and department discussion indicated revised SLO would serve student assessment better than previous SLO.	P. Mackinnon	Fall 2014

-Motion to approve all Consent Calendar Items on the March 20th, 2014 Curriculum Committee Agenda; Motion by Shane Ramey, second by Diane Solomon All in favor: Unanimous.

NEW COURSES:

Subject	#	Title	Description of action	Author	Effective
KPEA	145A	Beginning Baseball	1 unit, 54 hours lab, not repeatable, new SLO.	C. Cota	Fall 2014
KPEA	145B	Intermediate Baseball	1 unit, 54 hours lab, not repeatable, new SLO.	C. Cota	Fall 2014
KPEA	160A	Beginning Football	1 unit, 54 hours lab, not repeatable, new SLO.	T. Secunda	Fall 2014
KPEA	160B	Intermediate Football	1 unit, 54 hours lab, not repeatable, new SLO.	T. Secunda	Fall 2014
KPEI	255B	Off-Season Cross Country Training	2 units, 108 hours lab, may be taken 4 times, new SLO.	L. Kane	Fall 2014
THEATR	188A	Solo Performance Writing	3 units, 36 hours lecture, 54 hours lab, not repeatable, new SLO's (2).	P. Mickelson	Fall 2014
THEATR	188B	Solo Performance	3 units, 36 hours lecture, 54 hours lab, not repeatable, new SLO's (2). New prerequisite of THEATR-188A.	P. Mickelson	Fall 2014
WATER	060	Wastewater Treatment and Disposal I	3 units, 54 hours lecture, not repeatable, new SLO. Added DLA.	R. Slabberg	Fall 2014
WATER	061	Wastewater Treatment and Disposal II	3 units, 54 hours lecture, not repeatable, new SLO, new recommended preparation of WATER-060. Added DLA.	R. Slabberg	Fall 2014

-Motion to approve KPEA-145A, 145B, 160A, 160B and KPEI-255B; Motion by Anne Marengo, second by Joseph Voth, All in favor: Unanimous.

-Motion to approve THEATR-188A & 188B; Motion by Ron Karlin, second by Diane Solomon, All in favor: Unanimous.

-Motion to approve WATER-060 & 061; Motion by Lee Hilliard, second by Mary Bates, All in favor: Unanimous.

MODIFIED PROGRAMS:

Program	Degree/Certificate	Description of action	Author	Effective
Kinesiology for Transfer	A.A.-T Degree	Adding KPEA-145A, 145B, 160A, and 165B as options to "Team Sports" section. Total units required remains at 20.	R. Fisher	Fall 2014

Physical Education-Kinesiology	A.A. Degree	Adding KPEA-145A, 145B, 160A, and 165B as options to "two units of any KPEA course" section. Total units required remains at 23.	R. Fisher	Fall 2014
Sports Medicine	A.S. Degree	Adding KPEA-145A, 145B, 160A, and 165B as options to "two units of any KPEA course" section. Total units required remains at 32.	R. Fisher	Fall 2014
Water Systems Technology	A.S. Degree	Adding WATER-060 & 061 to the "plus six units" section of degree outline. No change in total units.	R. Slabberg	Fall 2014
Water Systems Technology	Certificate of Achievement	Adding WATER-060 & 061 to the "plus six units" section of certificate outline. No change in total units.	R. Slabberg	Fall 2014

-Motion to approve Kinesiology for Transfer A.A.-T Degree, Physical Education-Kinesiology A.A. Degree, and Sports Medicine A.S. Degree modifications; Motion by Diane Solomon, second by Joseph Voth, All in favor: Unanimous.

-Motion to approve Water Systems Technology A.S. Degree & Certificate of Achievement modifications; Motion by Lee Hilliard, second by Mary Bates, All in favor: Unanimous.

NEW PROGRAMS:

Program	Degree/Certificate	Description of action	Author	Effective
Business Administration for Transfer	A.S.-T Degree	27 required units based on state approved Transfer Model Curriculum (TMC), New Program SLO added.	B. Monnell	Fall 2014
Communication Studies for Transfer	A.A.-T Degree	18 required units based on state approved Transfer Model Curriculum (TMC), New Program SLO added.	T. Leonard	Fall 2014

-Motion to approve Communications Studies A.A.-T Degree; Motion by Ron Karlin, second by Mary Bates, All in favor: Unanimous.

-Business Administration for Transfer A.A.-T Degree was tabled for further discussion regarding courses in List B of the Transfer Model Curriculum.

NEW/MODIFIED PREREQUISITES:

Title	#	Title	Suggested Enrollment Limitation	Author
THEATR	188B	Solo Performance	New prerequisite of THEATR-188A. – Approved.	P. Mickelson
WATER	061	Wastewater Treatment and Disposal II	New recommended preparation of WATER-060. – Approved.	R. Slabberg

NEW DISTANCE LEARNING ADDENDUMS:

Title	#	Title	TYPE OF DELIVERY	Author
WATER	060	Wastewater Treatment and Disposal I	Online/Hybrid, 100% Online. – Approved.	R. Slabberg
WATER	061	Wastewater Treatment and Disposal II	Online/Hybrid, 100% Online. – Approved.	R. Slabberg

Discussion Items:

1. Program Viability: The curriculum committee recommends that all new programs need to be first reviewed by the Program Viability Committee prior to the program being submitted in CurricUNET and reviewed by the Curriculum Committee.

2. Prerequisite Reviewer: The curriculum committee discussed adding in a prerequisite reviewer onto the CurricUNET audit trail, the reviewer would not need to be a member of the curriculum committee. The prerequisite reviewer would either be inserted after the stage 3 SLO reviewer, or into the stage 6 Specialist reviewer level.

3. Completion by Design: Joseph Voth reported out on the discussion he had with his division regarding Completion by Design.

New Courses Includes ISA's	9	Modified Non Credit Courses	-0-	Modified Prerequisites	-0-
New Programs	1	New DLA's	2	Deleted Courses	-0-
Modified Courses	7	New SLO's	13	Deleted Programs	-0-
Modified Programs	5	Modified SLO's	5	Proposals Reviewed in Technical Review Session	15
New Non Credit Courses	-0-	New Prerequisites	2	Proposals Returned from Technical Review Session	8

TECHNICAL CHANGE MEMO

DATE: 2/28/2014

TO: Curriculum Committee

FROM: Hency Chu, MLT Program Director

Re: MLT curriculum changes Spring 2014

I. Remove the English 101 pre-requisite

Requiring prospective students to complete this pre-requisite course is not supported by the following accreditation and licensing agencies: (i) Laboratory Field Services, a division of the California Department of Public Health (CDPH) and (ii) NAACLS, National Accrediting Agency for the Clinical Laboratory Sciences.

However, the importance of proficiency in both the written and oral English language cannot be underscored. Working in the clinical laboratory and the patient care environment requires healthcare workers to prioritize safety in their practices. One of the ways to prioritize safety is to be able to effectively communicate with colleagues and patients. Therefore, we highly recommend students to be proficient in both the written and oral English language prior to enrolling in the program or, at the very least, prior to enrolling in the clinical practicum courses and training at the clinical laboratory sites.

II. Embed the phlebotomy course (MLT 050) in the MLT program

The MLT Training Program at COC is approved by the California DPH-LFS. Approval is subject to operation under the regulations specified at Title 17, California Code of Regulations (CCR), Chapter 2, subchapter 1, Group 2, Article 2, Section 1035.3, Medical Laboratory Technician Training Program Standards. Deviation from these regulations may result in withdrawal of this approval. According to this state regulation, MLT licensed to work in California must also be trained in Phlebotomy in order to be officially hired and practice in their workplace.

We would like to offer this course to the MLT students, specifically. Many prospective MLT students lack the training and certification in Phlebotomy. Therefore, we plan to incorporate their phlebotomy training as part of their clinical training in the MLT program. This addition will closely mirror the daily tasks of MLTs in the clinical laboratory, such that collection of patient samples (blood, etc) precedes the clinical testing performed on the specimens. Offering this class to MLT students only can help alleviate the difficulty of finding clinical sites in phlebotomy only as MLT students can perform their externship in phlebotomy and MLT at the same site.

DRAFT**BP 4025 Philosophy and Criteria for Associate Degree and General Education**

References: *Title 5 Section 55061; Accreditation Standard II.A.3*

College of the Canyons is dedicated to the philosophy that all students will receive the highest quality education possible. Doing so should ensure learning experiences that will enhance students' academic and career opportunities as well as **develop a** sense of civic awareness and personal responsibility.

The awarding of an Associate Degree is intended to represent more than an accumulation of units. It is to symbolize a successful attempt on the part of the college to lead students through patterns of learning experiences designed to develop certain capabilities and insights. 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 ethics**, and the society in which they live. Most importantly, General Education should lead to better self-understanding.

The CEO of the Santa Clarita Community College District shall establish procedures to assure that courses used to meet general education and associate degree requirements meet the standards in this policy. The procedures shall provide for appropriate Academic Senate involvement.

See Administrative Procedure (AP) 4025
Adopted XX/XX

DRAFT

AP 4025 Philosophy and Criteria for Associate Degree and General Education

References: Title 5 Section 55061

Students receiving an Associate Degree must satisfactorily complete the requirements in general education selected from the following areas indicated below. A given course may meet requirements in only one area, with the exception of the Diversity Requirement, which may count in another area, if applicable. **The requirements are:**

- 4025.1 Natural Sciences (minimum 3 semester units)- Courses in the natural sciences are those which examine the physical universe, its life forms, and its natural phenomena. To satisfy the general education requirement in natural sciences, a course shall be designed to help the student develop an appreciation and understanding of the scientific method, and encourage an understanding of the relationships between science and other human activities. This category would include introductory or integrative courses in astronomy, biology, chemistry, general physical science, geology, meteorology, oceanography, physical geography, physical anthropology, physics and other scientific disciplines.
- 4025.2 Social and Behavioral Sciences (minimum 3 semester units) - Courses in the social and behavioral sciences are those which focus on people as members of society. To satisfy the general education requirement in social and behavioral sciences, a course shall be designed to develop an awareness of the method of inquiry used by the social and behavioral sciences. It shall be designed to stimulate critical thinking about the ways people act and have acted in response to their societies and should promote appreciation of how societies and social subgroups operate. This category would include introductory or integrative survey courses in cultural anthropology, cultural geography, economics, history, political science, psychology, sociology and related disciplines.
- 4025.3 Humanities (minimum 3 semester units) - Courses in the humanities are those which study the cultural activities and artistic expressions of human beings. To satisfy the general education requirement in the humanities, a course shall be designed to help the student develop 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 help the student develop aesthetic understanding and an ability to make value judgments. Such courses could include introductory or integrative courses in the arts, foreign languages, literature, philosophy, and religion.
- 4025.4 Language and Rationality – (minimum of 6 units required) Courses in language and rationality are those which develop for the student 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.

(a) English Composition (minimum 3 semester units) - Courses fulfilling the written composition requirement should include both expository and argumentative writing.

(b) Communication and Analytical Thinking (minimum 3 semester units) - Courses fulfilling the communication and analytical thinking requirements include oral and written communication, mathematics, logic, statistics, computer language and programming, and related disciplines.

4025.5 American Institutions Requirement (minimum 3 semester units) Units completed must cover categories a and b, below. - Courses in American Institutions are those which focus on the historical development of American institutions and ideals, the operation of representative democratic government under the Constitution of the United States, and the principles of state and local government established under the Constitution of this State.

(a) United States History

(b) U.S. Constitution, State and Local Government

4025.6 Physical Education and Wellness (minimum 2 semester units) - Courses in physical education and wellness are those which develop the knowledge and skills to empower students to sustain regular, lifelong physical activity as a foundation for a healthy, productive, and fulfilling life.

(a) RN and LVN to RN Nursing majors are exempt from this requirement by virtue of the physical education requirements threaded throughout the curriculum as a requirement of national standards within that discipline, to include healthy living instruction, and required physical activity in the clinical component of the program, among other things.

4025.7 Diversity Requirement – (minimum 3 semester units) – Courses in Diversity examine general issues of diversity, equity, ethnocentricity, and/or ethnicity; and relationships to problems facing contemporary society, especially those resulting from prejudice, discrimination, and cultural conflict. Attention is paid to critical thinking skills which allow students to address cultural, racial, and/or gender issues in a sensitive and responsible manner and to evaluate their own attitudes and those of others.

(a) The course used to satisfy this area may also be used to satisfy another area of General Education, if applicable.

(b) RN and LVN to RN Nursing majors are exempt from this requirement by virtue of the cultural competency emphasis threaded throughout the curriculum as a requirement of national standards within that discipline.

(c) The Curriculum Committee will approve a list of qualifying courses and review any new course developed in the future for diversity content

COLLEGE OF THE CANYONS
Associated Student Government

TO: Dr. Edel Alonso, Academic Senate President
FROM: Adriana Vargas, ASG Executive Vice President
DATE: March 20, 2014
RE: **Proposed Revision to BP 3900:
Smoking/Tobacco Usage In and On Campus Facilities**

Current Policy

In the interest of promoting health and wellbeing district students, staff and visitors and maintaining the safety of district facilities, it shall be the policy of the district to limit or prohibit smoking/tobacco usage in and on campus facilities

Revision Proposed by ASG in Bold

In the interest of promoting health and wellbeing of district students, staff and visitors and maintaining the safety of district facilities, it shall be the policy of the district to limit or prohibit smoking/tobacco **usage in and on campus facilities. This includes and is not limited to and/or the use of an electronic cigarette/vapor, hookah pen or pipe, or similar device used to ingest flavored serums, with or without nicotine and which dispense vapors.**

DRAFT**Proposed New Board Policy 4041 TLC**

4041.1 The Santa Clarita Community College District shall provide instructional support services to enrolled students through The Learning Center in a variety of subjects. The Learning Center is committed to enhancing student success and retention by providing academic support through innovative services including one-on-one tutoring, group study, independent self-help resources, computer-assisted tutorials, online tutoring.

4041.2 The important functions of The Learning Center are as follows:

- (A) Develop student skills by offering academic support and innovative resources for preparation to be independent and lifelong learners.
- (B) Provide an environment where learning is the priority and academic goals are nurtured for long-term success.
- (C) Provide trained and qualified staff to assist students with academic skills needed to complete course work successfully.
- (D) Provide support in basic skills areas such as reading, writing, ESL, and mathematics to build a strong academic foundation while strengthening critical thinking and reasoning skills.
- (E) Create a community of learning, and develop a passion for teaching among student tutors.
- (F) Provide opportunities for students to take exams in a secure proctored environment.