

ACADEMIC POLICY AND PLANNING COMMITTEE CURRICULUM REPORT

December 8, 2015

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Rebecca Andres, Curriculum Specialist

Adopted by Board of Trustees:



President, Board of Trustees

Allan Hancock Joint Community College District

12/8/15

Date

NEW CREDIT COURSES RECOMMENDED FOR ADOPTION

NEW Credit Courses: Effective 2016-17 catalog pending Chancellor's Office approval.

Course prefix	Course Title	Units
AG 324	Small Acreage Grapegrowing This course has been offered successfully as an experimental course.	1
ENGL 595	Accelerated Reading and Writing Skills Prerequisite: placement based on START process. Statistics show that in schools with three levels of remediation (Hancock has four) only 7% of students who begin at the lowest level of basic skills ever complete transfer level English. This proposal includes data that shows that accelerated classes can significantly increase the number of students who begin in basic skills and successfully complete transfer level English. This type of accelerated program began at Chabot College and has a report on the overall effectiveness of acceleration done by an outside entity.	4.5
FILM 104	Documentary Studies The creation of this course provides a home for curriculum that has previously been alluded to in other Film/Video courses. The program has identified this curriculum as important to the academic and career matriculation of our students. Course will be required units in the Film degree.	3
LE 426	Rifle Course Prerequisite: LE 320 and/or completion of the Regular Basic Course as defined by California Peace Officers Standards and Training (P.O.S.T.) Limitation on enrollment: Students not employed (as a peace officer) or sponsored by a California law enforcement agency are required to obtain a CA DOJ and freedom from illness or disability that would prevent the student from safely participating in live fire shooting activities. Meets POST 1081 Mandate and Penal Code section 33220(b). This topic was originally part of LE 320 but POST states the course must be a stand-alone course and not part of the basic police academy. We are taking the patrol rifle block of instruction out of LE 320 to create this new course.	0.5
NURS 189	Independent Projects Nursing This course will provide additional study beyond the regular curriculum such as directed field experience, develop skills or demonstrate previously acquired skills under faculty advisement and supervision. Unique situations where students need to further provide evidence of clinical expertise in patient care where regular class availability does not match the need.	1-3
POLS 106	California Politics and Government Advisory: ENGL 514 This course may provide an opportunity for students with a score of 3 or higher on the Advanced Placement U.S. Government and Politics examination to earn credit for POLS 103. It also would add depth and variety to current Political Science degrees as a selected units offering.	1

STEM 100	Success Strategies in STEM This course is being proposed to serve the needs of STEM and MESA students which address academic success strategies specific to STEM majors and which is not provided in any other course.	1
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NEW: Topics - New topics are introduced which provide students the opportunity to pursue a particular topic or content not thoroughly covered in the regular curriculum. Effective pending Chancellor's Office approval.

Course prefix	Course Title	Units
ART 399C	Ceramic Spectrum	2
ART 399D	Airbrush for Ceramics	2

MODIFICATIONS TO COURSES/PROGRAMS RECOMMENDED FOR ADOPTION
Effective 2016-17 Catalog (*and pending Chancellor's Office approval)

Major modifications to course content, course outline of record, or program listings are included in this section. Modifications include but are not limited to course/program units, hours, prerequisites, co-requisites, advisories, and enrollment limitations.

MODIFICATIONS Major: Chancellor's Office approval as needed (units, hours, course prefix, and course title changes will be sent to the state for re-approval of credit course)

Course prefix	Course Title	Units
ART 113	Three Dimensional Design Prerequisite: ART 110 The course is being modified to align with the CID course numbering system. Modifications have been made to objectives, methods of evaluation, texts and materials, and learning outcomes.	3
ART 399A	Special Topics in Art Advisories: ART 160 and ART 366 The prerequisite courses are being assigned as advisory courses.	1-3
CBOT 305	Legal Office Procedures The course is being reviewed as part of course and program review. The prerequisite "ability to type 40 words per minute" is being removed; the textbook is also being updated.	3
CBOT 312	Keyboarding Speed and Development Advisory: CBOT 100 The course is being reviewed as part of course and program review.	1
*CWE 149	Cooperative Work Experience: Occupational The course is being modified to comply with regulations.	1-8
*CWE 302	Cooperative Work Experience: General The course is being updated to comply with current regulations.	1-6
DRMA 104	Acting 1 Advisories: ENGL 514 or READ 110	3

Modifications are being made to align the course outline with C-ID descriptor. The lecture and lab hours are changing from 3 to 2.5 weekly lecture hours and 1.5 lab weekly lab hours is being added; the letter grading option is being added; the advisory courses are being updated to align with the current English and reading courses; the title of the course is changing from Introduction to Acting; all sections of the course outline are being updated.

DRMA 128	<p>Stage Make-Up</p> <p>This course is being modified to align with C-ID course descriptor.</p>	3
*ECS 112	<p>Introduction to Young Children with Special Needs</p> <p>Prerequisite: ECS 100</p> <p>Advisory: ENGL 513</p> <p>The course is being modified to meet requirements for participation in the Curriculum Alignment Project (CAP) and to update to current practices and language in the industry. The course title is changing from The Preschool Child with Special Needs; modifications are being made to course content, objectives, evaluation and instruction methods, and learning outcomes; special education is being removed from discipline placement.</p>	3
*ECS 113	<p>Curriculum Strategies for Children with Special Needs</p> <p>Prerequisite: ECS 100 and ECS 112</p> <p>Advisory: ECS 115 and ENGL 513</p> <p>To meet requirements for the Curriculum Alignment Project (CAP) and to provide instructional continuity and current information in the Early Childhood intervention and special needs courses. The title of the course is changing from Early Intervention: Infants and Toddlers; ECS 112 is being added as a prerequisite course.</p>	3
*ECS 115	<p>Infant and Toddler Care and Education</p> <p>Advisories: ECS 100 and ENGL 513</p> <p>The course outline is being updated to meet the standards for the Curriculum Alignment Project (CAP). The title of the course is being changed from Caring for Infants and Toddlers; modifications are being made to course content, objectives, and learning outcomes.</p>	3
EDTC 300	<p>Being A Successful Online Student</p> <p>This proposal is meant to achieve two things: 1) review IDST 300 and update content, objectives, learning outcomes, and catalog description and 2) revisit course discipline placement. This modification will update the course to reflect its original goal and also meet Student Success initiatives.</p>	1
EL 108	<p>Networking Essentials 3</p> <p>Prerequisites: EL 106 or EL 107</p> <p>The course is being modified due to a change in industry standards. EL 106 is being added as an additional prerequisite course.</p>	2
ENGL 105	<p>Language and Culture</p> <p>The course modification is due to C-ID requirements for transfer. Modifications include additional wording to existing course topics, and new edition textbook.</p>	3

FRCH 101	Elementary French I The modification is to remove TBA lab hours.	5
FRCH 102	Elementary French II Prerequisite: FRCH 101 or 2 years of high school French The modification is to remove TBA lab hours.	5
ITAL 101	Elementary Italian I Course is undergoing modification as part of its course review cycle; the TBA hour is being removed. The course title is being modified to differentiate from ITAL 102.	5
ITAL 102	Elementary Italian II Prerequisite: ITAL 101 or two years of high school Italian Course is undergoing modification as part of its course review cycle; the TBA hour is being removed. The course title is being modified to differentiate from ITAL 101.	5
MATH 100	Nature of Modern Mathematics Prerequisites: MATH 309 or MATH 331 OR MATH 333 and 334. The course is being modified to include MATH 309 as an optional prerequisite course for students who are non-STEM majors.	3
MATH 105	Mathematics for Teachers Prerequisite: Math 331 or 333/334 The course objectives have been modified to match the verbiage of the CID course descriptor to ensure CID approval.	4
MATH 181	Calculus 1 Prerequisites: MATH 141 or MATH 121 and MATH 131 The course is being modified for offering as distance learning. In addition, minor changes to methods of instruction, evaluation and assignments are included.	5
MATH 521	Foundations of Mathematics Limitation on enrollment: not open to students who have passed MATH 511. The course is being modified for offering as distance learning. Minor changes to methods of instruction, evaluation and learning outcomes.	5
PE 106	Sports Officiating Modifying the contact hours will better serve our students and enrollment. Lab hours are being removed and the course will be strictly lecture.	3
PLGL 108	Wills and Trusts Advisories: PLGL 101, ENGL 514 The prerequisite course is being removed and advisory courses are being assigned. Students are successfully completing the course without taking the prerequisite course. Students may choose not to enroll if they see that they do not meet the prerequisite. By removing the prerequisite students will not have to go through an approval process to	3

register for the course. Each semester A&R are having to do extra work to enroll these students.

PLGL 109	Family Law Advisories: PLGL 101, ENGL 101	3
	The prerequisite course is being removed and advisory courses are being assigned. Students are successfully completing the course without taking the prerequisite course. Students may choose not to enroll if they see that they do not meet the prerequisite. By removing the prerequisite students will not have to go through an approval process to register for the course. Each semester A&R are having to do extra work to enroll these students.	
POLS 104	Introduction to International Relations Advisory: ENGL 101 and POLS 103	3
	Alignment with CID course descriptor. Proposed changes include a modified advisory statement to remove "eligibility for", and modifications in content, objectives, assignments, evaluation, and instructional materials.	
READ 310	Reading for College 3 Prerequisite: A recommended placement based on the START process or READ 510 or ENGL 512.	3
	The modification is a recommendation from program review. The recommendation suggests adding a directed lab hour to assist students in completing assignments and to practice reading fluency. Program review committee examined the success rates as well as the new Reading to English 101 sequence to make this recommendation. A directed lab hour is being added and will be held immediately after the class in the same classroom with the same instructor.	
SPAN 101	Elementary Spanish The modification aims to remove the TBA lab component for this course. Modifications have also been in the catalog description, instruction methods, learning outcomes, and a new textbook is being adopted.	5
SPAN 102	Elementary Spanish II Prerequisite: SPAN 101 or SPAN 121 or 2 years of high school Spanish.	5
	The modification aims to remove the TBA lab component for this course. Modifications have also been made in the catalog description, instruction methods, methods of evaluation, and an updated text addition.	
SPAN 103	Intermediate Spanish I Prerequisite: SPAN 102 or 3 years of high school Spanish.	5
	The modification aims to remove the TBA lab component for this course. Modifications have also been made in the catalog description, instruction methods, methods of evaluation, new textbook edition and an additional textbook is being added; a sixth learning outcome is being added.	
SPAN 104	Intermediate Spanish II Prerequisite: SPAN 103 or 4 years of high school Spanish.	5

	The modification aims to remove the TBA lab component for this course. Modifications have also been made in the catalog description, instruction methods, new textbook edition, and the distance learning section is being updated.	
SPAN 105	Advanced Composition and Grammar Prerequisite: SPAN 103 or SPAN 104. Corequisite: or concurrent enrollment in SPAN 104.	5
	The modification aims to remove the TBA lab component for this course. The prerequisite is being modified to include SPAN 104 or concurrent enrollment in SPAN 104. Modifications have also been made in the catalog description, course objectives, instruction methods, assignments, methods of evaluation, new textbook edition, and the distance learning section is being updated.	
*STEM 140	Math and Science Teaching Careers Advisories: ENGL 513 and MATH 311	1
	Formerly EDUC 140, the course is more appropriately placed in the math department with a STEM prefix. The Applied Science department recommended that it be moved under a more appropriate department. Modifications include a change to the advisory courses from ENGL 101 and MATH 331 to ENGL 513 and MATH 311, catalog description, and textbook.	
WLDT 312	Pipe Fitting and Welding Prerequisite: WLDT 107	3
	This course is being updated in preparation of offering welding students an opportunity to gain advanced welding skills.	

MODIFICATIONS Programs: Effective 2016-17 catalog *and pending Chancellor's Office approval

Agribusiness	*Agricultural Science Associate in Science This program is being modified from a CTE/transfer program to CTE only due to articulation status for courses in the major. All references to transfer to CSU majors have been removed from the narrative, some courses in the selected units have been removed providing more opportunity for students to select AG units, the CSU and IGETC units have been replaced with AHC general education unit requirements.	22
	*Agricultural Science Certificate of Achievement This program is being modified from a CTE/transfer program to CTE only due to articulation status for courses in the major. All references to transfer to CSU majors have been removed from the narrative, some courses in the selected units have been removed providing more opportunity for students to select AG units, the CSU and IGETC units have been replaced with AHC general education unit requirements.	22
Family and Consumer Science	Fashion Studies Certificate of Accomplishment	17

The program units have decreased due to the non-repeatability status of FCS 140. The units are below the required units for awarding an associate degree or certificate of achievement.

Medical Assisting	Medical Billing and Coding Certificate of Accomplishment The program is being updated as part of program review. The catalog description is being modified to list the required program prerequisites.	16
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AGENCY MANDATED MODIFICATIONS

AGENCY MANDATES: Effective 2016-17 catalog *and pending Chancellor’s Office approval

Course Prefix	Course Title	Units
*EMS 307	Wilderness EMS First Responder and Survival EMS 307 was previously taught under the National Safety Council curriculum. The National Safety Council agency no longer maintains courses under Wilderness EMS. Allan Hancock College recently became a training center for the American Safety & Health Institute (ASHI), who provides a national standard curriculum for Wilderness EMS. The mandate from ASHI is to increase this comparable course by 20 hours to accommodate skill/scenario based performance evaluations required for successful completion and certification.	2.5
*FT 307	*Firefighter Academy 1A Advisory: EMT Basic or Paramedic or Public Safety First Aid and CPR as defined by California Health and Safety Code, Section 1797.182 Advisory skills: Successful completion of a basic physical condition evaluation consisting of 1.5 mile run (non-timed), 25 push-ups, 35 sit-ups. The course is being modified to align with the state curriculum. The units are being increased from 6 units per the course hours; prerequisite language is being removed and advisory skills is being added, catalog description lists additional course topics.	11.5
*LE 320	Basic Law Enforcement Academy Advisories: ENGL 306, PE 141 The course is being modified due to a P.O.S.T. requirement that a portion of the course must be taught separately from this course. The hours to unit conversion has been adjusted for compliance. The course units are being increased from 20 units to 22.5 units.	22.5

APPROVED FOR DISTANCE LEARNING OFFERING

DISTANCE LEARNING: Effective spring 2016 Distance learning modality provides students with additional options.

Course Prefix	Course Title	Units
ENGL 140	Graphic Novel as Literature	3
MATH 181	Calculus 1	5
MATH 521	Foundations of Mathematics	5

MISCELLANEOUS MODIFICATIONS

MISCELLANEOUS Minor Course Modifications: Effective spring 2016

Proposal Type	Course Prefix	Course Title	Units
Minor course mod	CBIS 318	Programming for the Web Prerequisite: CBIS 327 Advisory: CS 102	3
	CBIS 343	Applied Project Management 1 The textbook and other materials have been updated.	1.5
	PLGL 101	Intro to Paralegal Studies The textbook and other materials have been updated.	3
	PLGL 102	Criminal Law & Procedure Advisory: ENGL 514 The textbook has been updated and the "case analysis" has been added to methods of instruction.	3
SLO Change	PLGL 104	Legal Research & Writing Prerequisite: ENGL 100 The textbook has been updated and the "case analysis" has been added to methods of instruction.	3
	SPAN 112	Advanced Spanish Conversation Prerequisite: SPAN 104	3
Corrections	GEOL 114	Oceanography A correction was made to reinstate TBA hours for two field trips required for this course.	3.5
	Math 131	College Algebra A correction was needed to remove a course objective that was entered twice.	3
Textbook changes	CA 124	Sanitation, Safety, and Equipment	3
	CBIS 112	Intro to Visual Basic Advisories CBIS 301 or CBIS 101 or CS 102	3
	ECS 105	Observation and Assessment Prerequisite: ENGL 100 Advisory: ENGL 513	3
	EL 106	Networking Essentials 1 Advisory: EL 105 and EL 125	3
	EL 107	Networking Essentials 2 Prerequisite: EL 107 or CS 107	3

NURS 330	Pediatrics	1.5
CA 124	Sanitation, Safety, and Equipment	3

2015-16 SUNSET LIST PROPOSALS

SUNSET POLICY: Any credit course which has not been taught for two years will be placed in a probationary file, where it will remain for one year. During that year, the department will be required to present a rationale to the Academic Policy and Planning Committee if they wish to keep the course active. Departments may also submit a request to drop a course.

SUNSE LIST Course Drops Effective: 2016-17 Catalog under the AP&P Sunset Policy, departments may initiate a proposal to remove the course from the curricula. Upon board approval the course is permanently removed from the college catalog. A course that has been permanently removed from the curricula may be proposed as a new course and presented to the AP&P committee in accordance with the committee's procedures and criteria for new course proposals.

Course Prefix	Course Title	Units
CS 175	Object Oriented Program	3
DRMA	Courses in drama have been replaced in current curriculum under the theatre (THEA) discipline.	
DRMA 118	Introduction to Technical Theatre Lab	1
DRMA 123	Theatre Graphics	2
DRMA 125	Properties Stagecraft	2
DRMA 126	Script Analysis for Technicians	2
DRMA 136	Design & Technology – Sets 1	2
DRMA 137	Design & Technology – Sets 2	1
DRMA 140	Design & Technology – Lights 1	2
DRMA 141	Design & Technology – Lights 2	1
DRMA 151	Design & Technology – Costumes 1	2
DRMA 152	Design & Technology – Costumes 2	1
DRMA 161	Design & Technology Sound 1	2
DRMA 162	Design & Technology Sound 2	1
DRMA 165	Scene Painting 1	1
DRMA 166	Scene Painting 2	2
DRMA 173	Project Development in Theatrical Design	1
DRMA 175	Advanced Scenery Stagecraft	1
DRMA 176	Advanced Properties Stagecraft	1
DRMA 177	Scenography	2
DRMA 178	Basic Competencies in Technical Theatre	6
DRMA 401	Professional Theatre Dance Styles	2
ECS 315	Effective/Caring Approach Rationale: The course is no longer being offered and the topics are embedded in other courses due to low enrollment in this course	0.5

ESL	New curriculum (ESL 542, 543, and 544) provide ample opportunity for students to practice interpersonal communication skills. The Crossroads Café series is outdated.	
ESL560	Crossroads Café	3
ESL561	Crossroads Café 2	3
ESL562	Connect with English 1	3
ESL563	Connect with English 2	3
ESL 574	Interpersonal Speaking Skills	3
LATN 101	Elementary Latin	3
	This course has not been offered in a long time and there are no plans to offer this course in the future.	
MUS 105	The American Musical on Stage	3
PE 110	Techniques and Theory of Baseball	3
PE 112	Techniques and Theory of Football	3
PE 114	Techniques and Theory of Softball	3
PE 131	Tai Chi for Health	1
PE 161	Body-Ball Workout	1
PE 165	Advanced Baseball	1
PE 168	Touch Football	1
PE 179	Circuit Weight Training Lab	1
PEIA 160	Intercollegiate Tennis, Men	3
PEIA 165	Intercollegiate Tennis, Women	3
PEIA 175	Intercollegiate Golf, Women	3

SUNSET LIST Retain: Active through 2016 - 2017 catalog - Under the AP&P Sunset Policy, departments may propose to keep a course active provided that a rationale has been proposed to retain the course. The course will remain in an active status and be offered in either of the next two semesters in effort to obtain enrollment.

Course Prefix	Course Title	Units
ART 127	Painting in Watercolor 1	3
ART 128	Landscape	3
ART 131	Portraits	1.5
ART 132	Painting in Watercolor 2	1.5
ART 146	Painting in Acrylics 3	3
BUS 111	Internet Marketing	0.5
BUS 355	Issues in Internet Law	0.5
BUS 356	Managing Organizations	0.5
BUS 357	Management: Listening	0.5
BUS 358	Managing Individuals	0.5
BUS 368	Online Auctions	0.5
BUS 374	Business Incorporation	0.5
BUS 376	Strategic Planning	0.5
BUS 381	Entering Global Markets	0.5
BUS 387	Executive Leadership: Series	3
BUS 389	Customer Service Series	3
BUS 390	Business Entrepreneurship	3
BUS 391	Human Resources Management: Series	3
BUS 392	Performance Evaluation	0.5

BUS 393	Business Report Writing	0.5
BUS 395	Business Incorporation	0.5
BUS 396	Performance Measurement	0.5
BUS 397	Executive Leadership	0.5
BUS 398	Efficient Meetings	0.5
CBIS 330	Database Management Concepts	3
CBIS 334	Database Security and Auditing	3
CBIS 336	Web Database Programming – PHP/ASP	3
CBIS 343	Applied Project Management 1	1
CBIS 381	Introduction to Mac OS	1
CBIS 382	Office Applications for the MAC	2
CEL 104	Introduction to Robotics & Mechatronics	3
DA 331	Infection Control in Dentistry	0.5
DANC 138	Intermediate Hip Hop Dance	2
DANC 151	Clinic in Tap	0.5
DANC 153	Intermediate Tap	2
DANC 154	Pointe & Partnering Clinics	1
DANC 162	Clinic in Jazz	0.5
DANC 164	Clinic in Modern Dance	0.5
DANC 167	Clinic in Intermediate Tap	0.5
DANC 168	Clinic in Stretch	0.5
DANC 172	Beginning Ballroom Dance	0.5
DANC 174	Intermediate Ballroom	0.5
DANC 178	Choreography Filed Work	2
DRMA 124	Stagecraft	3
DRMA 128	Make-up for Stage TV	3
ECS 133	Technology for Educators	3
EDUC 133	Technology for Educators	3
EL 104	Introduction to Robotics & Mechatronics	3
ENGL 100	Writing in Career/Tech Fields	4
ENGL 107	Literary Arts Journal 1	3
ENGL 108	Literary Arts Journal 2	3
ENGL 109	Applied Composition	1.5
ENGL 116	Writing Poetry	3
ENGL 132	Literature & Film	3
ENGL 137	Children’s Literature	3
ENGL 139	Ideas of Differences in Literature	3
ENGL 144	Ancient Literature	3
ENGL 148	Hispanic Literature in Translation	3
ET 104	Introduction to Robotics & Mechatronics	3
FILM 112	Studio Production	4
FILM 114	Local Programming	2
GEOG 110	Introduction to Meteorology	4
MUS 150	Instrumental Ensemble	1
MUS151ABC	Concert Band	1
MUS 160	Music Business	2
PE 123	Aerobic Swim	1
PE 106	Sports Officiating	3
PE 156	Golf	1
PE 157	Golf: The Short Game	1

RE 300	Real Estate Examination Preparation	3
RE 303	Real Estate Practices	3
RE 306	Property Management	3
SOC 122	Sociology of the Hispanic Culture	3
SOC 160	Cities and Urban Life	3