Voting Members Present: Ryan Carey, Janet Cha, Alex DeJean, Marius Dornean, Cameron English, Mike Garabedian, Nancy Garcia, Alex Gardos, Rose Marie Gaw, Sean Hughes, Ed Izaguirre, Jannine Livingston, Sondra Moe, Dorali Pichardo-Diaz, Gil Puga, Elizabeth Ramirez, Melissa Rifino-Juarez, Claudia Rivas, Michael Saakyan, Mike Slavich, Stephen Smith, Student Representative-Mathew De Haro

Voting Members Absent: Wendy Huang-Jimenez, Ted Preston

Non-Voting Members Absent: Rose Sanceda

I.  **APPROVAL OF THE MINUTES FROM FEBRUARY 23, 2022**

   It was moved by Alex Gardos; seconded by Jannine Livingston.

   ___X___ Approved    _____Not Approved    ___2___ Abstention

II.  **PUBLIC COMMENT:** N/A

III.  **ACTION ITEMS**

   A) Approval of Consent Agenda:

   Item 2122-378
   Request for Emergency Distance Education
   HUM 145 Women in the Humanities

   It was moved by Alex Gardos; seconded by Jannine Livingston.

   ___X___ Approved    _____Not Approved    _____Abstention

   B) Second Readings: *No Items*

   C) First Readings:

   Item 2122-379
   B.S. Degree Change
   Automotive Technology
   Updates to: Units, courses, and description change

   It was moved by Alex Gardos; seconded by Jannine Livingston.

   ___X___ Approved    _____Not Approved    _____Tabled
Item 2122-380
AAT Degree Change
English for Transfer
Updates to: Course additions and description change

It was moved by Alex Gardos; seconded by Rose Marie Gaw.

___X___ Approved  ____Not Approved  ____Tabled

Item 2122-381
A.A. English and Literature
Updates to: Course additions and description change

It was moved by Alex Gardos; seconded by Jannine Livingston.

___X___ Approved  ____Not Approved  ____Tabled

Item 2122-382
New Noncredit Certificate of Competency
Secondary Education English Language Arts I
Description
This is an academic preparation certificate for a course of study aligned with the English Language Arts Framework for California Secondary Education. Students gain foundational knowledge and interpretative skills in English grammar and literature. Key competencies include: understanding of literary elements through the exploration of a variety of genres, applying active reading strategies for comprehension and interpretation, and writing compositions that integrate grammar, mechanics, enhanced vocabulary, and clarity of ideas.

It was moved by Alex Gardos; seconded by Rose Marie Gaw.

Correction Needed: Description clarification

___X___ Approved  ____Not Approved  ____Tabled

Item 2122-383
New Noncredit Certificate of Competency
Secondary Education English Language Arts II
Description
This is an academic preparation certificate for a course of study aligned with the English Language Arts Framework for California Secondary Education. Students gain critical thinking, writing, and analytical skills through the lens of American Literature. Key competencies include: interpreting and discussing texts from varied perspectives, conducting and synthesizing research from multiple sources, and applied use of literary devices and rhetorical strategies for written compositions demonstrating a command of standard American English language conventions.

It was moved by Alex Gardos; seconded by Jannine Livingston.

Correction Needed: Description clarification
Item 2122-384
New Noncredit Certificate of Competency
Secondary Education Science
Description
This is an academic preparation certificate for a course of study aligned with the Science Framework for California Secondary Education. Students gain foundational and applied knowledge of life and physical science. Key content areas include: the nature of science and experimentation, biological hierarchy, chemistry of living things, matter and its interactions, and introduction to organic chemistry.

It was moved by Melissa Rifino-Juarez; seconded by Sean Hughes.

Correction Needed: Description clarification

Item 2122-385
New Noncredit Certificate of Competency
Secondary Education Social Science I
Description
This is an academic preparation certificate for a course of study aligned with the Social Studies Framework for California Secondary Education. Students gain foundational overview and contextual knowledge of US and World History through the lens of significant events, themes, topics, and people in particular periods of history.

It was moved by Jannine Livingston; seconded by Rose Marie Gaw.

Correction Needed: Description clarification

Item 2122-386
New Noncredit Certificate of Competency
Secondary Education Social Science II
Description
This is an academic preparation certificate for a course of study aligned with the Social Studies Framework for California Secondary Education. Students gain foundational and applied knowledge of American government and economics. Key content areas include: principles of American democracy, political systems, financial markets, and international trade.

It was moved by Jannine Livingston; seconded by Melissa Rifino-Juarez.

Correction Needed: Description clarification

IV. UNFINISHED BUSINESS:
Elizabeth Ramirez announced that ENGL 131 and ENGL 231 passed the 508 accessibility check. A motion was made by Sean Hughes; seconded by Marius Dornean to move the items from Unfinished Business to Second Read.

__X__ Approved  _____Not Approved  _____Tabled

It was moved by Dorali Pichardo-Diaz; seconded by Marius Dornean to approve items 2122-063 and 2122-064 for second read.

__X__ Approved  _____Not Approved  _____Tabled

*Distance Education Requests pending 508 compliance and review prior to 2nd read approval. (These items have not been evaluated to follow our DE model guidelines.)*

*(First Read 10/30/19)*
*Item 1920-107*
Request to offer a course via Distance Education – HYBRID
KIN 297 Advanced Athletic Training

*(First Read 11/6/19)*
*Item 1920-147*
Request to offer a course via Distance Education - ONLINE
ED 110 Introduction to Teaching

*(First Read 11/20/2019)*
*Item 1920-209*
Request to Offer a Course via Distance Education
KIN 110 Introduction to Fitness and Sport Management – ONLINE

*(First Read 02/05/20)*
*Item 1920-266*
Request to offer a Course via Distance Education
TCED 044 OSHA Workplace Safety – ONLINE

*(First Read 02/12/20)*
*Item 1920-298*
Request to offer a Course via Distance Education
ASL 120 Introduction to Deaf Studies – ONLINE

*Item 1920-299*
Request to offer a Course via Distance Education
ASL 124 Deaf Culture – ONLINE

*(First Read 02/19/20)*
*Item 1920-326*
Request to Offer a Course via Distance Education - ONLINE
KIN 120 Sports Law and Ethics

*Item 1920-327*
Request to Offer a Course via Distance Education - HYBRID
ENGL 325 Technical and Professional Writing

(First Read 04/01/20)
Item 1920-392
Request to Offer a Course via Distance Education - ONLINE
LOG 110 Warehouse Management

(First Read 04/22/20)
Item 1920-431
Request to offer a Course via Distance Education - ONLINE
LOG 105 Purchasing Management

Item 1920-432
Request to offer a Course via Distance Education - ONLINE
LOG 115 Inventory Management

(First Read 05/20/20)
Item 1920-495
Request to offer a Course via Distance Education - ONLINE
KIN 115 Fitness Specialist Internship

(First Read 11/04/20)
Item 2021-078
Request to offer a course via Distance Education – HYBRID
SPCH 101H Public Speaking Honors

(First Read 03/03/21)
Item 2021-170
Request to Offer a Course via Distance Education – ONLINE
COUN 104 – Stress and Anxiety Management for Emotional Well-Being

(First Read 03/17/21)
Item 2021-224
Request to offer a course via Distance Education - ONLINE
ANIM 101 Introduction to Digital 3-D Animation

Item 2021-225
Request to offer a course via Distance Education - ONLINE
ANIM 105 Principles of 3-D Digital Animation

Item 2021-226
Request to offer a course via Distance Education - ONLINE
ANIM 110 Digital Character Animation

Item 2021-227
Request to offer a course via Distance Education - ONLINE
ANIM 130 Modeling for Games

Tabled Item from March 24, 2021
Item 2021-248
Request to offer a course via Distance Education – ONLINE
BIOL 125 Human Anatomy

Item 2021-267
Request to offer a course via Distance Education – ONLINE
ENGT 150 AutoCAD for Basic CADD Applications

(First Read 05/12/21)

Item 2021-266
Request to offer a course via Distance Education – ONLINE
ED 110 Introduction to Teaching

Item 2021-268
Request to offer a course via Distance Education – ONLINE
GIS 130 Field Data Applications for GIS

Item 2021-269
Request to offer a course via Distance Education – ONLINE
GIS 221 Cartography Design and Geographic Information Systems

Item 2021-270
Request to offer a course via Distance Education – ONLINE
GIS 222 GIS for Civil Engineering and Public Works

Item 2021-271
Request to offer a course via Distance Education – ONLINE
GIS 230 GIS for Geographic Information Systems (GIS) in Environmental Technology

Item 2021-272
Request to offer a course via Distance Education – ONLINE
GIS 280 Geospatial Programming and Web Services

Item 2021-273
Request to offer a course via Distance Education – ONLINE
GIS 281 Crime Mapping and Analysis

Item 2021-274
Request to offer a course via Distance Education – ONLINE
KINA 136 Pilates Mat I

Item 2021-275
Request to offer a course via Distance Education – ONLINE
KINA 140 Walking for Fitness

Item 2021-276
Request to offer a course via Distance Education – ONLINE
KINA 148 Strength Training

Distance Ed Requests pending 508 compliance approval only (These items have been evaluated to follow the DE model guidelines).

Item 2021-350
Request to offer a course via Distance Education – ONLINE
ENGT 105 Introduction to Technical Freehand Sketching

Item 2021-351
Request to offer a course via Distance Education – ONLINE
ENGT 122 Engineering Design Graphics

Item 2021-352
Request to offer a course via Distance Education – ONLINE
ENGT 131 Engineering and Manufacturing Applications of Technical Drawing

Item 2021-353
Request to offer a course via Distance Education – ONLINE
ENGT 170 MicroStation for Basic CADD Applications

Item 2021-354
Request to offer a course via Distance Education – ONLINE
ENGT 200 Intermediate CAD Modeling for Design & Production

Item 2021-355
Request to offer a course via Distance Education – ONLINE
ENGT 231 Technical Product Design and Presentation

Item 2021-356
Request to offer a course via Distance Education – ONLINE
ENGT 250 Parametric Modeling 3D Applications for Mechanical Design

Item 2021-357
Request to offer a course via Distance Education – ONLINE
ENGT 270 SolidWorks for 3D Modeling and Prototype Applications

Item 2021-358
Request to offer a course via Distance Education – ONLINE
FR 201 French III

Item 2021-359
Request to offer a course via Distance Education – ONLINE
FR 202 French IV

Item 2021-362
Request to offer a course via Distance Education – ONLINE
KINA 158 Yoga I

Item 2021-363
Request to offer a course via Distance Education – ONLINE
LOG 130 Computerized Logistics

Item 2021-364
Request to offer a course via Distance Education – ONLINE
LOG 135 Quality Management Concepts

Item 2021-365
Request to offer a course via Distance Education – ONLINE
SPCH 140 Argumentation and Debate

Item 2021-366
Request to offer a course via Distance Education – ONLINE
NVOC 150 AutoCAD for Basic CADD Applications

Item 2021-367
Request to offer a course via Distance Education – ONLINE
NVOC 170 Microstation Basic CADD

Item 2021-368
Request to offer a course via Distance Education – ONLINE
NVOC 250 Parametric Modeling 3D Applications

Item 2021-369
Request to offer a course via Distance Education – ONLINE
NVOC 270 SolidWorks for 3D Modeling and Prototype Applications
(First Read 09/15/21)

Item 2022-019
Request to offer a course via Distance Education – ONLINE
KIN 190 Women in Sports

Item 2022-020
Request to offer a course via Distance Education – ONLINE
LOG 125 Contract Management

Item 2022-021
Request to offer a course via Distance Education – ONLINE
NBIZ 020 Workforce Preparation: 21st Century Skills

Item 2022-022
Request to offer a course via Distance Education – ONLINE
NBIZ 050 California Property Taxation and Assessment
(First Read 09/22/21)
Item 2122-053
Request to offer a course via Distance Education - ONLINE
CIT 111 Introduction to Programming

Item 2122-054
Request to offer a course via Distance Education - ONLINE
CIT 114 Introduction to Cloud Computing with DevOps

Item 2122-055
Request to offer a course via Distance Education - ONLINE
CIT 127 Python Programming I

Item 2122-056
Request to offer a course via Distance Education - ONLINE
CIT 139 Linux I

Item 2122-057
Request to offer a course via Distance Education - ONLINE
CIT 140 Linux II

Item 2122-058
Request to offer a course via Distance Education - ONLINE
CIT 170 Server+

Item 2122-059
Request to offer a course via Distance Education - ONLINE
CIT 171 Network+

Item 2122-060
Request to offer a course via Distance Education - ONLINE
CIT 172 Database Essentials in Amazon Web Services

Item 2122-061
Request to offer a course via Distance Education - ONLINE
CIT 180 PC Maintenance – A+ Certification

Item 2122-062
Request to offer a course via Distance Education - ONLINE
CIT 221 Ethical Hacking

Item 2122-063
Request to offer a course via Distance Education - ONLINE
ENGL 131 Creative Writing

Item 2122-064
Request to offer a course via Distance Education - ONLINE
ENGL 231 Advanced Creative Writing

Item 2122-065
Request to offer a course via Distance Education - ONLINE
HUM 130 Contemporary Mexican-American Culture

Item 2122-066
Request to offer a course via Distance Education - ONLINE
MRKT 172 Advertising and Promotion

Item 2122-067
Request to offer a course via Distance Education - ONLINE
MRKT 173 Principles of Selling

Item 2122-068
Request to offer a course via Distance Education - ONLINE
MRKT 174 Small Business Marketing and Advertising

(First Read 09/29/21)

Item 2122-087
Request to offer a course via Distance Education – ONLINE
OENG 041 Introduction to Apprenticeship

Item 2122-088
Request to offer a course via Distance Education – ONLINE
OENG 042 Grade Checking

Item 2122-089
Request to offer a course via Distance Education – ONLINE
OENG 043 Equipment Operator

Item 2122-090
Request to offer a course via Distance Education – ONLINE
OENG 044 Plan Reading

Item 2122-091
Request to offer a course via Distance Education – ONLINE
OENG 045 Skills Specialization

Item 2122-092
Request to offer a course via Distance Education – ONLINE
OENG 052 Welding

Item 2122-093
Request to offer a course via Distance Education – ONLINE
OENG 053 Introduction to Hydraulics

Item 2122-094
Request to offer a course via Distance Education – ONLINE
OENG 054 Advanced Hydraulics/Pneumatics

Item 2122-095
Request to offer a course via Distance Education – ONLINE
OENG 055 Engines-Gasoline and Diesel

Item 2122-096
Request to offer a course via Distance Education – ONLINE
OENG 056 Component Disassembly and Assembly

Item 2122-097
Request to offer a course via Distance Education – ONLINE
OENG 062 Structural Masonry Inspection

Item 2122-098
Request to offer a course via Distance Education – ONLINE
OENG 063 Reinforced Concrete Inspection

Item 2122-099
Request to offer a course via Distance Education – ONLINE
OENG 064 Structural Steel/Welding

Item 2122-100
Request to offer a course via Distance Education – ONLINE
OENG 065 Prestressed Concrete Inspector

Item 2122-101
Request to offer a course via Distance Education – ONLINE
OENG 066 Soil Testing and Inspection

Item 2122-102
Request to offer a course via Distance Education – ONLINE
OENG 067 Structural Steel/Bolting

Item 2122-103
Request to offer a course via Distance Education – ONLINE
OENG 068 Non-Destructive Testing (NDT)

Item 2122-104
Request to offer a course via Distance Education – ONLINE
WELD 041 Elementary Metallurgy

Item 2122-105
Request to offer a course via Distance Education – ONLINE

PHIL 122 Philosophical Perspectives on Death & Dying

*(First Read 10/06/21)*

Item 2122-122
Request to Offer a Course via Distance Education - ONLINE
MUST 101 Introduction to Music Technology

Item 2122-123
Request to Offer a Course via Distance Education - ONLINE
MUST 105 Introduction to the Music Business

Item 2122-124
Request to Offer a Course via Distance Education - ONLINE
MUST 151 History of Electronic Music

*(First Read 10/13/21)*

Item 2122-147
Request to offer a course via Distance Education - ONLINE
NBIZ 007 Introduction to Information Systems

Item 2122-148
Request to offer a course via Distance Education - ONLINE
NBIZ 008 Information Systems for Business

Item 2122-149
Request to offer a course via Distance Education - ONLINE
SOC 110 Human Sexuality from a Cross-Cultural Perspective

*(First Read 10/27/21)*

Item 2122-181
Request to offer a course via Distance Education - ONLINE
CHST 146 The Mexican American in the History of the United States

*(First Read 11/03/21)*

Item 2122-202
Request to offer a Course via Distance Education - ONLINE
HIST 325 History of Science and Technology

Item 2122-203
Request to offer a Course via Distance Education - ONLINE
NBAS 030 Biology: Living Earth Systems I

Item 2122-204
Request to offer a Course via Distance Education - ONLINE
NBAS 031 Biology: Living Earth Systems II

*(First Read 11/17/21)*
Item 2122-255
Request to offer a course via Distance Education - *ONLINE*
MATH 049A How to be a Successful STEM Student

Item 2122-256
Request to offer a course via Distance Education - *ONLINE*
NBAS 044 American Government

Item 2122-257
Request to offer a course via Distance Education - *ONLINE*
NBAS 045 Principles of Economics

Item 2122-259
Request to offer a course via Distance Education - *HYBRID*
SOC 101H Introduction to Sociology Honors

Item 2122-260
Request to offer a course via Distance Education - *ONLINE*
SOC 120 Perspectives of Sex & Gender

*(First Read 12/01/21)*

Item 2122-304
Request to offer a course via Distance Ed Request – *ONLINE*
ACCT 103 Payroll Accounting

Item 2122-305
Request to offer a course via Distance Ed Request – *ONLINE*
ACCT 108 Volunteer Income Tax Assistance Program I

Item 2122-306
Request to offer a course via Distance Ed Request – *ONLINE*
ACCT 110 Excel for Business and Accounting

Item 2122-307
Request to offer a course via Distance Ed Request – *ONLINE*
ACCT 203 Introduction to Cost Accounting

*(First Read 02/09/22)*

Item 2122-342
Request to Offer a Course via Distance Education - *ONLINE*
NBAS 040 World History I: 1750-1918

Item 2122-343
Request to Offer a Course via Distance Education - *ONLINE*
NBAS 041 World History II: 1918-Present

Item 2122-344
Request to Offer a Course via Distance Education - ONLINE
NBAS 042 U.S. History I: Origins of the American Republic - 1945

Item 2122-345
Request to Offer a Course via Distance Education - ONLINE
NBAS 043 U.S. History II: 1945 – Present

Item 2122-346
Request to Offer a Course via Distance Education - ONLINE
NBAS 050 English 1A

Item 2122-347
Request to Offer a Course via Distance Education - ONLINE
NBAS 051 English 1B

Item 2122-348
Request to Offer a Course via Distance Education - ONLINE
NBAS 052 English 2A

Item 2122-349
Request to Offer a Course via Distance Education - ONLINE
NBAS 053 English 2B

Item 2122-350
Request to Offer a Course via Distance Education - ONLINE
NBAS 054 English 3A

Item 2122-351
Request to Offer a Course via Distance Education - ONLINE
NBAS 055 English 3B

(First Read 02/23/22)
Item 2122-374
Request to offer a course via Distance Education - ONLINE
CIT 192 Security+

Item 2122-375
Request to offer a course via Distance Education - ONLINE
EGSS 110 Introduction to Ethnic Studies

Item 2122-376
Request to offer a course via Distance Education - ONLINE
KIN 192 Health: Women’s Personal Health

Item 2122-377
Request to offer a course via Distance Education - **ONLINE**
SOC 120 Perspectives of Sex and Gender

V. **DISCUSSION ITEMS**

Elizabeth Ramirez - Continuation of Temporary DE Authorization

Elizabeth Ramirez addressed the committee about the conversations that herself, VPAA Dr. Miller, and Academic Senate President Doralí Pichardo-Díaz have been having in regards to the extension of Temporary DE authorization (courses that were previously approved as Emergency DE) through the end of Fall 2022. This extension would allow Deans and faculty the time needed to plan for future semester course offerings.

Cameron English asked if there would still be time to submit for Temporary DE any course that had not already been approved. Elizabeth stated that if the committee approves the extension of Temporary DE through Fall 2022 then yes, DE requests could still be submitted but would need to be in by March 23, 2022 for inclusion on the April 6th agenda in order for I/O to have enough time to schedule the course via DE. Elizabeth reminded faculty that if they want to continue to offer courses via DE after Fall 2022- to be sure that the permanent DE Request is submitted as soon as possible.

It was motioned by Gil Puga; seconded by Jannine Livingston to extend the Temporary DE authorization of courses that were previously approved for Emergency DE authorization through Fall 2022.

After some discussion, the motion was amended by Dr. Sondra Moe; seconded by Marius Dornean to extend the Temporary DE authorization of courses that were previously approved for Emergency DE authorization through Fall 2022. Emergency DE Requests will need to be submitted by March 23rd; anything after that date would need to be submitted for permanent DE approval.

___X___ Approved ____Not Approved ______Tabled

Elizabeth Ramirez – DE Requests

Elizabeth Ramirez informed the committee that a Technical Review group met to review the permanent Distance Ed requests that have been approved for First Read but missing 508 compliance approval. The committee is proposing that future DE requests not be submitted to curriculum for review until the first four weeks of the Canvas shell is built out. It is hoped that by adding this requirement, the backlog of requests pending review would be alleviated.

Discussion followed about how the verification process of the Canvas shell will be implemented. Committee members were concerned about the process of verifying that the shell was completed. It was decided that members would go back to their divisions and decide individually how this verification will take place.

It was moved by Alex Gardos; seconded by Marius Dornean that moving forward, permanent DE requests will require, prior to first read, at least four weeks of the Canvas shell be built out.

___X___ Approved ____Not Approved ______Tabled

Due to time constraints the remaining discussion items will be added to the next agenda.
Elizabeth Ramirez – DE Technical Review update – No report

Elizabeth Ramirez – Outcomes update – No report

VI. **ADJOURNMENT**

Elizabeth announced that there will not be a meeting on March 16, 2022.

Meeting adjourned at 12:30 p.m.