

**CRAFTON HILLS COLLEGE
CURRICULUM COMMITTEE
Meeting Minutes: 09/23/24**

VOTING MEMBERS:

Note: ✓ If Present

Gwen DiPonio (Co-Chair) <input checked="" type="checkbox"/>	Kristen Clements <input checked="" type="checkbox"/>
Kim Salt (Co-Chair) <input checked="" type="checkbox"/>	Rick Hogrefe <input checked="" type="checkbox"/>
Danae Hart <input checked="" type="checkbox"/>	Sam Truong <input checked="" type="checkbox"/>
David Liu <input checked="" type="checkbox"/>	Scott Rippy <input type="checkbox"/>
Debbie Bogh <input checked="" type="checkbox"/>	Troy Dial <input checked="" type="checkbox"/>
Kelly Boebinger <input checked="" type="checkbox"/>	

NON-VOTING MEMBERS:

Note: ✓ If Present

Dan Word <input type="checkbox"/>	Jeff Smith <input checked="" type="checkbox"/>
Elizabeth Lopez <input checked="" type="checkbox"/>	Keith Wurtz <input checked="" type="checkbox"/>
Geoff Escher <input checked="" type="checkbox"/>	Sara Butler <input type="checkbox"/>
Ivan Pena <input type="checkbox"/>	

I. Call to Order and Members: 2:00 pm meeting called to order.

II. Approval of Minutes: 08/26/24 Minutes approved with correction to the spelling of Geoff Escher's last name. Also, Troy had questions regarding Chemistry 101 (c) , which was clarified after the meeting. I revised the minutes and reposted.

III. Action Items

New Courses

a.

Course Subject/Number: (Allied Health 101)

Title: Nursing Pharmacology

Rationale: This course is designed for allied health and nursing student to become familiar with drug use and therapy needed for practice as a healthcare professional. This course is designed for students to solve basic dosage calculation problems needed in healthcare as well as have a general understanding of pharmacology and medication administration. This course is necessary to provide basic pharmacological knowledge and skills to meet the entry level competencies described by the Board of Vocational Nursing and Psychiatric Technicians for LVNs. This course is a pre-requisite to the LVN program at Crafton Hills College.

Distance Ed: Yes

Delivery Method: Fully Online, Partially Online

Originator: Deras, Wendy

- Motion by Debbie, seconded by Kristen, motion approved.
- Effective date fall 2025.
- This course number was already being used. Liz to provide a new course number
- DE was approved. Motion by Debbie, seconded by Kristen.

b.

Course Subject/Number: (Certified Nursing Assistant Non Credit 650)

Title: Phlebotomy Technician I Theory

Rationale: This course has never been offered and will increase employment opportunities for several of the allied health and nursing programs currently offered.

Distance Ed: No

Originator: Ward, Amanda

- Motion by Kristen, seconded by Debbie, motion approved.
- Effective date spring 2025

c.

Course Subject/Number: (Certified Nursing Assistant Non Credit 651)

Title: Phlebotomy Technician I Clinical

Rationale: This course has never been offered and will increase employment opportunities for several of the allied health and nursing programs currently offered.

Requisites:

Departmental Recommendation

The California Department of Health Services requires that applicants for certification as a phlebotomist have a high school diploma or equivalent and the ability to obtain and process official documents in English.

Limitation on Enrollment (e.g. Performance tryout or audition)

Prior to beginning of clinical laboratory component, requires evidence of current CPR certification and titers, and medical clearance from healthcare provider to be on file in the department office.

Distance Ed: No

Originator: Ward, Amanda

- Motion by Kristen, seconded by Debbie, motion approved.
- Effective date spring 2025
- Coreq, motion by Kelly, seconded by Kristen, motion approved.

Course Modifications

d.

Course Subject/Number: (Emergency Medical Services 022)

Title: Basic Life Support for Emergency Medical Technician-EMT

Rationale: This is a 6 year revision. Course has been audited by program director and only change made was to enrollment number. The current curriculum is still valid. This course functions under 2020 AHA guidelines. No curriculum changes needed

Corequisite

EMS-020 Emergency Medical Technician – EMT

EMS-023 Hazardous Materials First Responder Awareness for Emergency Medical Technician-EMT

EMS-021 Preventing Disease Transmission for Emergency Medical Technician-EMT

Prerequisite

Enrollment into EMS 020

Distance Ed: No

Originator: Green, Laurie

- Tabled
- New book needs to be listed.
- Methods of Instruction are missing.

e.

Course Subject/Number: (Emergency Medical Services 067)

Title: Electronic Patient Care Reporting – Field

Rationale: Need to adjust course lab hours per title 22 standards and current availability of field shift rotations

Requisites:

Corequisite

EMS 020

Distance Ed: Yes

Delivery Method: Fully Online

Originator: Green, Laurie

- Tabled
- Units were reduced, however more requirements are needed. Additional information needed to approve.
- Kim suggested adding Amanda Ward as co-contributor.

f.

Course Subject/Number: (Theatre Arts 108)

Title: World Drama I

Rationale: This is a scheduled 6-year revision.

Distance Ed: Yes

Delivery Method: Fully Online, Partially Online

Originator: Jacques, Paul

- 6 year revision
- Motion by Kristen, seconded by Debbie, motion approved.
- DE – Motion by Kelly, seconded by Kristen, motion approved.
- Send to board ENGL-108
- Effective date: fall 2025

g.

Course Subject/Number: (Theatre Arts 109)

Title: World Drama II

Rationale: This is a standard 6-year modification.

Distance Ed: Yes

Delivery Method: Fully Online, Partially Online

Originator: Jacques, Paul

- 6 year revision
- Motion by Kristen, seconded by Debbie, motion approved.
- DE – Motion by Kelly, seconded by Kristen, motion approved.
- Send to board ENGL-109
- Effective date: fall 2025

Course Deletions

h.

Course Subject/Number: (English 104)

Title: Writing the Research Narrative

Rationale: Never offered.

Prerequisite: Eligibility for ENGL 101 as determined through CHC assessment process.

Distance Ed: No

Originator: DiPonio, Gwendolyn

- Motion by Debbie, seconded by Kristen, motion approved.
- Effective date: fall 2025

i.

Course Subject/Number: (Reading 925X2)

Title: Introduction to Reading

Rationale: Not offered.

Departmental Recommendation

Placement in 925x2 as determined by the Crafton Hills assessment process.

Distance Ed: No

Originator: DiPonio, Gwendolyn

- Motion by Debbie, seconded by Kristen, motion approved.
- Effective date: fall 2025

j.

Course Subject/Number: (Reading 956X2)

Title: Intermediate Reading

Rationale: not offered.

Prerequisite

READ 925X2 - Introduction to Reading - or eligibility for READ 956x2 as determined through the CHC assessment process.

Distance Ed: No

Originator: DiPonio, Gwendolyn

- Motion by Debbie, seconded by Kristen, motion approved.
- Effective date: fall 2025

DE ONLY

g. **Course Subject/Number:** (Radiologic Technology 090)

Title: Survey of Radiologic Technology

Rationale: To better deliver the information to the students and open up more sections each semester to serve the students.

Distance Ed: Yes

Delivery Method: Fully Online, Partially Online, Online with In-Person Proctored Assessments

Originator: Sheahan, Michael

- Motion by Kelly, seconded by Debbie, motion approved.
- Effective date: fall 2025

Program Deletions

h. **Program Title:** ASSOCIATE OF SCIENCE DEGREE PHYSICS

Discipline: Physical Science

Award Type: Crafton - A.S. Degree

- Tabled
- AST does not have a Chemistry component, there is a difference of 10 units. Keith to gather additional information before the next meeting Curriculum meeting.
- This program was initially recommended for deletion as this is a duplicate degree (local and transfer) which can be confusing to students.
- Continued discussion needed.

IV. **Operational Issues**

- Kim asked if Kinesiology and Dance are trying to separate their courses. If so, will there be confusion, same name different departments. Jeff Smith mentioned that the KIN/D classes are going away so that should not be an issue.
- Common Course classes will need to be submitted to November 2024 board to meet the state deadline.
- CurriQunet will work with us to add any field necessary in order to meet the Common Course deadline.
- Discussed Math 102, it will be submitted to November board as an update to the prerequisite and will read as follows: Eligibility for MATH 102 as determined through the Crafton Hills College assessment process or completion of Intermediate Algebra. Effective date Fall 2024.

V. Next Meeting: October 14, 2024