

**District Curriculum Coordinating Committee (DCCC)**

Minutes

August 30, 2024

2:30 p.m. to 4:30 p.m.

*Teleconference Meeting Locations:***District Office: Chancellor's Conference Room****SCC main campus: RHN 258****SCC Davis Center (1720 Jade St, Davis): open area****FLC main campus: FL2 124, FL1 13****CRC main campus: M300, Southeast Office Complex 128****ARC main campus: Counseling Center, FA 517C, Howard Hall 109**Zoom Conference Link: <https://lrccd.zoom.us/j/81502026588>Supporting Materials: [District Curriculum Coordinating Committee 2024-25](#)**Members Present:**

Shannon Gilley (AO), Paula Cardwell (DAS), Frank Kobayashi (DO)

ARC: Aaron Bradford (Chair), Andrew Halseth (Vice-Chair), Megan Bevens, Doug Herndon

CRC: Karl Zoller (Chair), Jorge Baca, Michael Lawlor

FLC: Danny Siegfried (Chair), Carlos Lopez

SCC: Renee Medina (DCCC Chair, Chair), Duane Leonard, Kandace Knudson, Deb Saks

Guests: Crystal Thorton, William Madden, Janiene Langford, Mechelle Nunez, Juanna Ruiz

- I. Call to Order  
The meeting was called to order at 2:38 pm
- II. Approval of Agenda - approved by consensus
- III. Approval of Minutes from April 26, 2024 - approved by consensus
- IV. Announcements/Updates
  - A. Welcome members and guests
  - B. Public Comment – None
  - C. Meeting Note Taker today is **ARC**
  - D. DCCC meeting dates for 2024-25: 8/30, 9/27, 10/25, 11/22, 1/24, 2/28, 3/28, 4/25
  - E. Chair's Report
    - i. C-ID: Faculty Discipline Review Group Member Needed  
See the FDRG Member Responsibilities memo in the DCCC meeting materials folder.
    - ii. CCCCO Guidance: Cal-GETC Guidance Update ESLEI 24-47

Memo included in the DCCC Meeting Materials folder.

Nothing new in the memo.

iii. CCN Webinars weekly in September

Webinars held every Wednesday in Sept. [Webinar 1 Slides](#)

The templates of the six CCN courses have been completed and sent to CSU and UC for transfer and GE approval (not course-to-course articulation). Since our meeting [the templates](#) have been published.

Phil Smith is working on Socrates to handle the change.

We will basically be copying/pasting these templates into our CORs, but then there will be the option of adding more. But we will want the courses at all 4 colleges in the district not to vary too much. We are not sure how to handle this yet.

iv. Public Document Open for Comment

*The AB928 Associate Degree for Transfer Intersegmental Implementation Committee document “AB928 Associate Degree for Transfer Intersegmental Implementation Committee, Draft Recommendations” (Version: August 2024) is now available: <https://ab928committee.squarespace.com/s/2024-ab928-full-draft-aug-2024-a11y.pdf>*

*Virtual public comments can be submitted via the form available here:*

*<https://www.ab928committee.org/public-comment-open>*

*This round of public comment will be open through September 8, 2024.*

The first public meeting of the AB928 Group at the state level will be held on Sept 12.

V. Curriculum Proposals

A. Courses/Programs by College

(All Courses/Programs are organized by college and listed at the end of this agenda.)

FYI a “DCCC Member” tab will be available in Socrates for all members to make viewing courses on the DCCC agenda better and more informative. Instead of just a list of courses, we will see the synopsis view which includes prereqs, advisories, hours, explanation, etc.

ARC	CRC	FLC	SCC
Moved: Shannon Gilley	Moved: Jorge Baca	Moved: Deborah Saks	no proposals
2nd: Kandace Knudson	2nd: Shannon Gilley	2nd: Aaron Bradford	
passed unanimously	passed unanimously	passed unanimously	

B. Status of Collaboration Requests – nothing has changed since the last meeting.

[Collaboration Request Tracking](#)

C. Course Designator/Thematic Block Requests

a. ARC New Designators: HVACR, STMFT (1st reading)

HVACR: HVAC and Refrigeration

STMFT: Steam Fitter

Both will be used for Apprenticeships which involve lots of courses, so it's very easy to burn through a lot of numbers.

Apprenticeships programs do not need to go through the PPC process as they do not compete with programs at colleges across the District.

b. SCC New Designators: ATC, AD (1st reading)

ATC: Air Traffic Control

AD: Air Dispatch

Currently the college has one designator ATCAD (Air Traffic Control and Air Dispatch), and they would like to split it into two.

New courses will soon be created for Air Traffic Control.

Suspend the rules and approved today:

Moved: Kandace Knudson

Second: Shannon Gilley

Passed unanimously

Motion to make the new designator ATC:

Moved: Kandace Knudson

Second: Shannon Gilley

Passed unanimously

c. SCC New Thematic Block: CANT 100-109 (1st Reading)

CANT: Cantonese

This new block is for conversational Cantonese

VI. Action Item(s)

A. [Resolution](#) to delete 100-level skill-building classes in English, Math and ESL (2<sup>nd</sup> reading)

One concern is that some of these courses are still in our COR advisories, etc. They would need to be removed from all courses before deleting them. This is a recommendation not a requirement – colleges would not be required to delete courses if they choose not to.

Resolution approved by consensus.

VII. Consent Item(s)

None

VIII. Updates from the District – Frank Kobayashi

Kudos to Bill Simpson for his work on Policy and Regs specific to the Local Degree

Kudos to Vivian Dillon (Work Experience Faculty Coordinator at ARC) who has done a lot of work at the state level which has translated into proposed updated Policy and Regs in regards to work experience.

Next step of Policy and Regs is the General Council Review which will be happening over the next couple months.

Here is the [Policy and Regulations Tracking document](#)

IX. DAS Report – Paula Cardwell

Discussion items at the recent DAS retreat included:

Non-credit task force

Potentially forming a BA four-year degree task force

Policy changes relating to grad requirements will be at 1st Reading at the upcoming DAS meeting.

DAS is very mindful and appreciative of the amount of work curriculum committees are doing this year, and appreciate district support in helping get additional resources to curriculum faculty.

X. SAG Report

- A. New Local GE areas were created in Socrates and are ready to be used.

XI. Discussion Items

- A. PPC meeting day/time will be the third Friday at 2:30pm.

SAG will meet on the first Thursday of every month at 3pm.

- B. [Coordinating changes to work experience CORs](#)

This is complete

- C. New AA/AS graduation requirements

- i. Changes to LRCCD policies and regulations. Members should review the Proposed Changes to the Policy and Regulations document in the meeting materials folder and provide feedback. These changes must be approved by the Academic Senate before catalogs can be updated.

- ii. Process and timeline – [Policy and Regulations Tracking document](#)

- D. Coordinating GE course approvals for new GE patterns (moved from the Actions Items) – Goal is to create more alignment from campus to campus. The AOs will take the lead on this. It would be good if there could be some clarification on our policies. Next AO meeting will be about the local GE guidelines and policies. They will review it and make recommendations.

- E. Coordinating articulation approvals across the district

With the CCN, transferability and GE approval will probably be fine, but course-to-course articulation is another thing. We need to explore an improved district-wide process of collaboration to align course-to-course articulation.

- F. Non-credit in LRCCD

Task force will probably recommend exploration in a very limited capacity.

[Non-Credit Resources](#)

[Non-Credit Power Point from ASCCC Curriculum Institute](#)

- G. AB 1111 (Common Course Numbering)

Standing item

- H. AB 928 (CalGETC)

Standing item

Big thanks to Renee Medina for stepping in as the DCCC chair!

- XII. Future Agenda Items
  - A. Update chair rotation?

- XIII. Adjournment

**NEXT MEETING: Friday, September 27, 2024 2:30 – 4:30 (CRC will be taking notes)**

Meeting Schedule: Fourth Friday of the month (August through May)

**Course/Program items for Today’s Meeting:**

(Note to chairs: Please move approved curriculum by September 3)

College	Designator	Number	Course Title	Type
ARC	BUSTEC	313	Web-based Conferencing and Presentations for the Business Professional	Deletion
ARC	BUSTEC	350	Virtual Careers and Technologies	Deletion
ARC	CARPT	143	Commercial Steel Framing	New to District
ARC	CARPT	166	Acoustical Blueprint Reading Advanced	New to District
ARC	CARPT	214	Wall and Ceiling Fabric Installation	New to District
ARC	CARPT	257	Pile Driving II	New to District
CRC	CAM	302	Food and Culture in America	Deletion
CRC	CAM	303	Food Product Identification	Deletion
CRC	CAM	312	Baking and Pastry	Deletion
CRC	CAM	320	Culinary Management	Deletion
CRC	CAM	322	Culinary Customer Service	Deletion
CRC	CAM	324	Culinary Supervision	Deletion
CRC	CAM	330	Legal Aspects of Culinary Management	Deletion
CRC	CAM	334	Culinary Marketing	Deletion
CRC	HCD	132	Career Exploration	Deletion
FLC	CHEM	80	General Chemistry I Support, A Food Science Perspective	New to District
FLC	CHEM	81	General Chemistry II Support, A Food Science Perspective	New to District
FLC	CHEM	337	Brewing and Beer Chemistry	New to District

Programs			
<b>College</b>	<b>Catalog Department</b>	<b>Title</b>	<b>Type</b>
ARC	Business Technology	Office Technology (Certificate)	Deletion
ARC	Business Technology	Virtual Administrative Professional (A.A. Degree)	Deletion
ARC	Business Technology	Virtual Office Professional (Certificate)	Deletion
CRC	Culinary Arts Management	School Foodservice Specialist (Certificate)	Deletion
CRC	Music	Music History (Certificate)	New
FLC	Business Technology	Business Information Professional II (Certificate)	New
FLC	Business Technology	Business Information Technology (A.S. Degree)	New
FLC	Kinesiology	Public Health (A.S. for Transfer (AS-T) Degree)	New