

Curriculum/Gen Ed Committee

A Standing Committee of the Education Advisory Council

November 1, 2023 | 3:00 PM to 5:00 PM

Virtual Meeting via Zoom

Minutes

Committee – Voting Members					
	Erin Briddick	✓	Morgan Lindberg	✓	Henry Mesa
	Alireza Esteghlalian	✓	Jane Loverin	✓	Robin Shapiro
✓	Ksenia Everton	✓	Debbie Galba-Machuca	✓	Joanna Sullivan (Chair)
	Amber Hicks	✓	Michael Meagher		
Committee Support – Non-Voting Members					
	Dorothy Badri	✓	Stacey Holland	✓	Carmen Seto
✓	Katelyn Goslin		Adam Lucero	✓	Edmond Wong
✓	Anne Grey		Nikki Paterson		
✓	Anne Haberkern	✓	Rondi Schei		
Guests					
Jessica August (Program Dean)		Christine Fletcher (VT)		Scott Lowrey (EET)	
Ron Bekey (CIS)		Marc Goodman (CIS)		Juan Maldonado (CIS)	
Elvira Bessarab (OMT)		Jason Johnson (MLT)		Jim Parks (CJA)	
Erik Fauske (MM)		Renee Lawson (DA)		Sanda Williams (EET)	

Notes: **Directions for Accessing CourseLeaf** – Log into MyPCC, go to the Faculty tab, select the “Electronic Approval Queue” link in Faculty Tools, then select “Curriculum Committee Chair” in the drop-down menu. You can also copy and paste this link directly into the Course Management window: https://catalog-next.pcc.edu/courseleaf/approve/?role=Curriculum_Committee_Chair.

Business Items:

Code	Title	Status	Discussion ↓	Recommend	Recommend w/ Amendments	Postpone
CIS 134	UI/UX Design	New		✓		
CIS 195P	PHP Web Development I	Edited		✓		
CIS 234A	Real-World Programming	Edited		✓		
CIS 234R	Secure Coding	Edited		✓		
CIS 240L	Linux Installation and Configuration	Edited		✓		
CIS 284C	Cybersecurity Concepts	Edited		✓		
CIS 285E	Ethical Hacking	Edited		✓		
CIS 286	Computer Forensics	Edited		✓		
CJA 227	Intro to Cybercrime	New		✓		
DA 109	Public Health and Community Based Learning	New		✓		
DA 110	Introductory Concepts in	New		✓		

	Dental Procedures					
DA 111	Introductory Concepts in Dental Procedures (Lab)	New		✓		
DA 112	Dental Specialties	New		✓		
DA 113	Intermediate Concepts in Dental Procedures (lab)	New	<i>Revised course description: Changed “continued” to “continues” in the last sentence.</i>		✓	
DA 114	Public Health and Community Based Learning II	New		✓		
DA 117	Infection Control	New		✓		
DA 120	Dental Radiology I	New		✓		
DA 121	Dental Radiology I (lab)	New		✓		
DA 122	Dental Radiology II	New		✓		
DA 123	Dental Radiology II (lab)	New		✓		
DA 130	Dental Materials I	New		✓		
DA 131	Dental Materials I (lab)	New		✓		

DA 132	Dental Materials II	New		✓		
DA 133	Dental Materials II (lab)	New		✓		
DA 140A	Dental Sciences I	New		✓		
DA 142	Dental Sciences II	New		✓		
DA 150	Dental Practice Management	New		✓		
DA 152	Career Preparedness Capstone	New		✓		
DA 161	Patient Management: Pharmacology and Medical Emergencies	New		✓		
DA 162	Legal and Ethical Aspects of Dentistry	New		✓		
DA 170	Dental Assisting Practicum I	New	Added corequisite to DA 171.		✓	
DA 171	Practicum Seminar I	New	<i>Revised course description:</i> “Provides opportunities to discuss and debrief about the practical experiences encountered while attending initial externship sites. Explores ethical problem solving and appropriate resolutions using real life examples.”		✓	
DA 172	Dental Assisting Practicum II	New	Added corequisite to DA 173.		✓	

DA 173	Practicum Seminar II	New	<i>Revised course description:</i> “Provides opportunity to discuss and debrief experiences encountered while attending final externship sites. Explores ethical problem solving and appropriate resolutions using real-life examples.”		✓	
DA 181	Expanded Functions	New		✓		
DA 182	Expanded Functions (lab)	New		✓		
EET 100A	Math for Electronic Engineering Technology	New		✓		
EET 100D	Introduction to Computers and Networking	New	<i>Revised course description:</i> Changed “discussed” to “discusses.”		✓	
EET 101A	Electronic Lab Skills and Equipment 1	Edited		✓		
EET 110	Introduction to Renewable Energy	Edited		✓		
EET 111	Electrical Circuit Analysis I	Edited		✓		
EET 112	Electrical Circuit Analysis II	Edited		✓		
EET 113	Electrical Power	Edited		✓		
EET 221	Semiconductor Devices and Circuits	Edited		✓		
EET 241	Advanced Microcontrollers	Edited		✓		

	and Embedded Systems					
EET 263	PLC Fundamentals	Edited		✓		
EET 273	Electronic Control Systems	Edited		✓		
EET 280A	Cooperative Education: Electronics Engineering Technology	Edited		✓		
EET 280C	Cooperative Education: BMET Practicum	Edited		✓		
MLT 110	Introduction to Medical Laboratory Technology	Edited		✓		
MLT 114	Laboratory Operations and Techniques	Edited		✓		
MLT 230	Body Fluids & Urinalysis	Edited		✓		
MLT 241	Immunohematology I	Edited		✓		
MLT 242	Immunohematology II	Edited		✓		
MLT 261	Clinical Microbiology I	Edited		✓		
MLT 262	Clinical Microbiology II	Edited		✓		

MLT 273	Clinical Laboratory Practice I	Edited		✓		
MLT 274	Clinical Laboratory Practice II	Edited		✓		
MM 118	Previsualization for Digital Media	New		✓		
MM 216	Puppet Fabrication	New		✓		
MM 282	Animation Production	New		✓		
OMT 100	Introduction to Ophthalmics	New		✓		
OMT 150	Ocular Anatomy and Physiology	New		✓		
OMT 151	Ocular Disease	New		✓		
OMT 152	Ocular Pharmacology	New		✓		
OMT 160	Clinical Optics	New		✓		
OMT 162	Ophthalmic Office Procedures	New		✓		
OMT 164	Introduction to Clinical Skills	New		✓		
OMT 166	Practicum Prep	New		✓		
OMT 168	Ophthalmic Practicum I	New		✓		

OMT 268	Ophthalmic Practicum II	New	<i>Revised outcome 1:</i> “Demonstrate introductory-level skill as an ophthalmic technician in a clinical setting by performing patient work-ups and diagnostics tests under preceptor observation and providing patient education in a clinical setting.”		✓	
OMT 270	Ocular Motility	New		✓		
OMT 272	Diagnostic Procedures I	New		✓		
OMT 274	Contact Lenses	New		✓		
OMT 278	Ophthalmic Practicum III	New		✓		
OMT 281	Ophthalmic Imaging	New	<i>Revised outcome 1:</i> Corrected typo for “optical.” <i>Revised outcome 3:</i> Removed “demonstrate the” and removed the comma.		✓	
OMT 282	Diagnostic Procedures II	New		✓		
OMT 288	Ophthalmic Practicum IV	New		✓		
OMT 290	Surgical Assisting	New		✓		
OMT 292	Advanced Diagnostics	New		✓		
OMT 284	COT Exam Prep	New		✓		
VT 112	Clinical Laboratory Procedures 2	Edited		✓		

VT 214	Integrative Practicum	New		✓		
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Discussion:

Preparation for Meetings

- We will continue our current system of having committee members look at the CC Review Sheet in advance and make comments as necessary. Comments are shared with SACs (by Monday of the CC meeting week), and then committee members have the opportunity to review any responses (under “COMMENTS by SAC” column).

Dental Hygiene

- Dental Hygiene (DH) is applying for a new degree and will be bringing 48 courses through next month to meet a requirement set by their external accreditor in preparation for their Fall 2025 accreditation visit. DH recently found out their new curriculum must be implemented and ran for an entire year by the date of the accreditation visit. The deadline for new CTE courses was last month, but we are making an exception to support this sudden need.

Online Learning (Instructional Design Team)

- Online learning is moving towards a backwards design model that will result in a two-phase course development system. The first phase focuses on visioning and mapping out a course, which involves developing student-focused course level outcomes and assessments. Identifying these outcomes also helps determine the type of learning materials students will need to successfully accomplish assignments. This system will be beneficial for any modality that a course is offered in, it’s not limited to online learning. We are also looking at how we can connect with the Curriculum Committee and departments that are in the middle of developing courses/CCOGs.

Revision Style Guide

- We will delay this discussion until there is more time during meetings, which will probably be during winter or late spring. There might be some homework for members, so we will examine the current style guide on our own and have a richer discussion.
- It would be helpful to have a shared document where committee members can share any thoughts or questions.

Curriculum Office

- There is currently curriculum guidance information in several locations on the PCC website, this is due to needs that came about from different times (not intentionally kept separately). Once the Curriculum Office is at full staff, one goal is to examine how we provide curriculum information to SACs. This not only involves providing information on compliance, but also includes guidance from the Curriculum Committee.

Information Items from the Curriculum Office:

(These items do not require curriculum committee recommendation)

Grading Option Changes:

N/A

Experimental Courses:

N/A

Course Inactivation:

RAD 199D	Introduction to Radiography
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