

Curriculum Committee Meeting
January 24, 2023
3:00-3:30 p.m.
Special Virtual Meeting
Official Minutes

- I. Call to Order: The meeting was called to order by the Curriculum Chair, Dr. Kimberley H. Stiemke at 3:00 p.m.
- II. Voting Members Present: Dr. Kimberley Stiemke, Janet Williams, Kenny Yu, Raine Hambly, Karen Bautista, Maricela Moran, Alli Stanojkovic
- III. Non-voting Members Present: Amabel Arredondo, Shelia Moore-Farmer, and Svetlana Soske
- IV. Absentees: Dr. Alice Niyondagara, and Megan Reeves
- V. Guest Present: Carlos Diaz, Jennifer Oo, David Soto, and Marcela Valle
- VI. Reading and Approval of Minutes: Tabled
- VII. Public Comments (2-minute max): Raine Hambly reported that District consultation council meeting emergency measure is ending at the end of February.
- VIII. Report of Curriculum Chair: Reported on the status of the Attendance Accounting Project. She shared that all the departments have submitted their curriculum but reported on several setbacks, such as incomplete curriculum, curriculum received after the deadline, and altered spreadsheets and/or changes, which created some challenges. Given the Committees capacity, and priority given to courses connected to the Attendance Accounting Project, other courses and/or programs might be impacted, but she assured the committee that she is trying her best to move them forward.
- IX. Old Business
 - a. Attendance Accounting Project PARN 269, the Outside-of-class hours need to be updated to 36-72.
- X. New Business
 - a. Revised Courses: See page 16
 - b. Course Deactivations: See page 17
- II. Announcements: The Committee agreed to meet next Tuesday, January 31, 2023, to review the remaining courses for the Attendance Accounting Project.
- III. Adjournment- The committee adjourned at 3:29 pm.

					Revised Courses			
Course ID	Title	In-class (contact) hours	Outside-of-class hours	Total student learning hours	Course Description	TOP Code CB 03 SAM Code CB 09	Eff Date	Justification
ABED 100	Improving Individual Skills Lab	14-150	5	19-155	This course is used as a guide to assemble individualized units of study based on current student skills and needs. The customized module for each student in either writing, vocabulary development, spelling improvement, remedial reading, or mathematics may include all or part of the objectives listed below.	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours.
ABED 110	College Prep - Basic Math	72	72	144	This noncredit course is intended for students who desire to build or strengthen foundational level mathematical skills such as the addition, subtraction, multiplication, and division of whole numbers, fractions, decimals, percents, and integers. These concepts are applied to ratios, exponents, measurements, proportions, statistics, metric conversions, and geometric shapes. In addition, these operations, along with basic number theory, are used to solve real world problems. All work will be done without a calculator.	4930.32 - Learning Skills, Learning Disabled E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.
ABED 115	College Prep Pre-Algebra	72	72	144	This noncredit course is a review of basic math skills and an introduction to the basic principles of algebra. Topics include: Integers and algebraic expressions; operations on integers, mixed numbers and decimals, ratio, fractions, proportion and percentages; introduction of polynomials; polynomials and properties of exponents; factoring polynomials; solving linear equations and linear inequalities; graphing linear	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.

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					equations; equation solving and informal geometry.			
ABED 116	College Prep Elementary Algebra	72	72	144	This noncredit course in an introduction to algebra. Topics include: basic operations of integers, fractions, mixed numbers and decimals, linear equations and inequalities, simplifying and evaluating expressions, solutions of linear equations, linear inequalities, systems of linear equations, graphing linear equations, exponents and polynomials, factoring polynomials, rational expressions, roots and radicals, and quadratic equations	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.
ABED 117	College Prep Pre and Elementary Algebra (Accelerated)	72	72	144	An accelerated course combining content from ABED 115 and ABED 120. This noncredit course is a review of the Pre and Elementary Algebra concepts. Topics include: integers and algebraic expressions, operations on integers, mixed numbers and decimals, ratio, fractions, proportion and percentages. Introduction of polynomials, properties of exponents, factoring polynomials, simplifying and evaluating expressions, solving linear equations and inequalities, graphing linear equations, factoring polynomials, rational expressions, quadratic equation, roots and radicals, and informal geometry.	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.
ABED 150	College Prep English Reading and Writing	72	72	144	This non-credit course is intended for students who desire to strengthen developmental English reading and writing skills by emphasizing a comprehensive approach to reading and writing. Topics include: academic comprehension, vocabulary development, reading	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.

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					efficiency, study techniques, and academic composition.				
ABED 405	GED/HiSET: Mathematics	72	22	94	GED/HiSET mathematics prepares students to pass the math section of the GED/HiSET test. The GED/HiSET pre-test identifies needed areas of instruction for each student. Scope of instruction is basic computation, analytical and reasoning skills, word problems and word problems with graphics.	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
ABED 406	GED/HiSET: Reading	72	9	81	GED/HiSET reading prepares students to pass the reading section of the GED test. The GED/HiSET pre-test identifies needed areas of instruction for each student. Scope of instruction includes comprehension, fiction, nonfiction, poetry, and drama.	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
ABED 407	GED/HiSET: Science	72	10	82	GED/HiSET science prepares students to pass the science section of the GED/HiSET test. Sciences covered are life, physical, earth and space. Students learn to analyze and apply science information.	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
ABED 408	GED/HiSET: Social Studies	72	7	79	GED/HiSET social studies prepares students to pass the social studies section of the GED/HiSET test. The GED/HiSET pre-test identifies needed areas of instruction for each student. Scope of course covers U.S. history, world history, civics and government, geography and economics.	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
ABED 409	GED/HiSET: Language Arts and Writing	72	5	77	GED/HiSET writing prepares students to pass the language arts and writing section of the GED/HiSET test. The GED/HiSET pre-test identifies needed areas of instruction for each student. This course covers the	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	

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					writing process, grammar usage and mechanics.				
BMGR 421	Successful Negotiations	18	30	48	This course is designed to plan and achieve business objectives and effect change through effective negotiating tactics and strategies, discover the art of persuasion in an ethical, empathetic, and assertive way, and develop confidence to influence and overcome psychological barriers and biases to achieve better outcomes.	0506.00 - Business Management C - Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
BMGR 423	Introduction to Employment Law	18	30	48	This course introduces the legal system, court structure, and laws governing the employer-employee relationship. It defines the employee status and common contracts, and examines unlawful practices by an employer, obligations of an employee, the principles of non-discrimination, harassment, labor laws, and the time limit to bring actions are also discussed.	0506.00 - Business Management C - Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
BUSA 100	Accounting Fundamentals for Bookkeepers	36	72	108	Accounting fundamentals covers foundational topics, such as accounting for purchases, analyzing business transactions, and how accounting acts as the language of business. Upon completion students will understand the basics of accounting fundamentals in preparation for the bookkeeping certification exam.	0502.00 - Accounting C - Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
BUSA 101	Accounting Principles for Bookkeepers	36	72	108	This course covers accounting for partnerships, long-term bonds, and the statement of cash flows, among other pieces of vital bookkeeping knowledge. The course prepares students for part two of the certification exam - Accounting Principles.	0502.00 - Accounting C - Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	

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BUSA 102	Payroll Fundamentals for Bookkeepers	36	72	108	Payroll fundamentals covers foundational topics, such as accounting for computing wages, social security, taxes, withholdings, and analyzing and journalizing payroll transactions. Upon completion students will understand the basics of payroll fundamentals in preparation for the bookkeeping certification exam.	0502.00 - Accounting C - Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.
CRAE 100	Creative Arts for Older Adults	36	0	36	This class for older adults encourages art appreciation, self expression, and creativity through a variety of art media. Projects are designed to expose older adult students to artistic design, and to give experience with different artistic methods, techniques, tools, and materials.	1002.00 - Art (Painting, Drawing, and Sculpture) E - Non-Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.
CRAE 105	Painting for Older Adults	36	0	36	This class offers older adults an individualized approach to learning painting and artistic expression at their own pace and within their interest and style. Older adult students will learn techniques in drawing, brush strokes, color mixing and application.	1099.00 - Other Fine and Applied Arts E - Non-Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.
CRAE 106	Quilting for Older Adults	36	0	36	This course offers the essentials of quilting for older adult students, which includes fabric selection, cutting, and sewing methods along with the history and vocabulary of the craft. Special techniques for older adults are covered such as patchwork, appliqué, hand and machine methods, and finishing techniques.	1099.00 - Other Fine and Applied Arts E - Non-Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.
EDEN 100	Senior Topics for Older Adults	36	0	36	This course presents older adults with various topics for discussion and class activities based on the students' individual interests, backgrounds,	1599.00 - Other Humanities E - Non-Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.

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					physical and mental abilities. Older adults are encouraged to share and compare life experiences, and learn about international, national and local events and issues from a current and historical viewpoint.			
EMER 104	Needlecrafts, Knitting, Crochet for Older Adults	36	0	36	Older Adult students will learn the practical application, knowledge, and skills required to create knitted, crocheted, needlepointed and cross-stitched hand-made items. A wide variety of items are created by older adult students, including decorations for the home and clothing for babies, children, and adults.	1303.10 - Fashion Design D - Possible Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.
EMER 200	Ceramics for Older Adults	36	0	36	This is a basic course in ceramics for older adults which includes lecture, demonstration, and the application of ceramic artwork. Students will learn mold selection, glazing, decorating techniques, and proper firing procedures. Diverse and inclusive creativity is facilitated through the artistic lens of the students.	1002.30 - Ceramics E - Non-Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.
EMER 210	China Painting for Older Adults	36	0	36	Fundamentals of china painting are presented to older adult students through demonstration and individual instruction. The older adult students will learn techniques such as brush strokes, blending, shading, grounding, and masking. Final class projects are heirloom quality artworks that may be displayed in a community art exhibit.	1002.10 - Painting and Drawing E - Non-Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.
ENCO 501	Journey Back Into Time for Older Adults	36	0	36	This class offers older adult students the opportunity to explore and share their personal histories, cultures, and values among older adult students through group discussion. Shared	E - Non-Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.

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					experiences, memories, and linking the past with the present encourage self awareness, positive self esteem, mental stimulation, and enjoyment.			
HLTH 161	History of Comedy and Humor for Older Adults	36	0	36	This class offers to older adults an informative look at past and present forms of comedy and humor as it relates to their life experiences and what makes them laugh. Older adult students become aware of the influences, various mediums, elements and forms of comedy and humor that has influenced people throughout history.	1599.00 - Other Humanities E - Non-Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.
HLTH 167	Staying Mentally Sharp for Older Adults	36	0	36	This course provides older adults with the tools to reach their optimum levels of brainpower through skill-building with memory techniques. Also covered are decision-making, problem-solving, planning, and determining opportunities for cognitive growth.	0837.00 - Health Education E - Non-Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.
HLTH 200	Health and Wellness for Older Adults	36	0	36	Learn the benefits of adopting behaviors associated with healthy and successful aging. Focus on the natural effects of the aging process and the benefits of being proactive by using a healthy diet, managing chronic conditions, and engaging in routine physical activity as a means to living with optimum independence.	0837.00 - Health Education E - Non-Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.
HLTH 205	Health and Wellness for Older Adults: Adapted Mobility	36	0	36	This course provides older adults with techniques and strategies for healthy aging when restricted by physical impairments or limited mobility. Emphasis is on the benefits of managing age-related complications or medical conditions, routine and adaptive physical activity and a healthy diet.	0837.00 - Health Education E - Non-Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.

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IHSS 300	Transitioning to College	15	4	19	This course is designed to help SCE High School Diploma Program, ESL Academic Success, and all other SCE students successfully transition to college. Topics presented will include identifying academic goals, designing an educational plan, utilizing the college processes (registration, financial aid, learning resources), and graduation. This course will include campus tours of several student resource centers.	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update hours for outside-of-class assignments and corresponding student learning hours.	
IHSS 305	High School Economics A	36	30	66	Economics A explores the fundamental economic concepts and reasoning, the American Market Economy, the government's influence on the market economy, taxes, deficits, and the Federal Reserve Bank and the impact of these concepts on various groups, including racial, socioeconomic, and gender.	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
IHSS 306	High School Economics B	36	30	66	Economics B explores labor markets, aggregate economic behavior, globalization, and the impact of the global economy and these concepts on various groups, including racial, socioeconomic, and gender.	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
IHSS 310	High School US Government A	36	30	66	U.S. Government Course A explores the fundamentals of American democracy, the branches of government, evaluates the comparative governments and the challenges of democracy, and the impact of non-state actors on the global community from multiple perspectives, including race, gender, and socio-economic status.	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
IHSS 311	High School US Government B	36	30	66	U.S. Government Course B explores the rights and responsibilities of citizens in a democracy, the fundamental principles of	4930.62 - Secondary Education (Grades 9-12) and G.E.D.	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect	

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					civil society, the electoral process, and the role of media in public life from multiple perspectives, including race, gender, and socio-economic status.	E - Non-Occupational		instructor-student contact hours.	
IHSS 315	High School US History A	36	30	66	US History A explores the founding of the original thirteen colonies, the creation of a new country, causes of the Civil War, and the Reconstruction era and the impact of each of these events on racial and socio-economic groups and gender roles from multiple perspectives.	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
IHSS 316	High School US History B	36	30	66	US History B explores post-Civil War, westward expansion, the Industrial Revolution through World War I and the impact these events on racial and socio-economic groups and gender roles from multiple perspectives and how they shape current events.	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
IHSS 317	High School US History C	36	30	66	US History C explores the Great Depression and the New Deal, World War II, the Cold War, and US post-war foreign policy and the impact these events on racial and socio-economic groups and gender roles from multiple perspectives and how they shape current events.	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
IHSS 318	High School US History D	36	30	66	US History D explores the Civil Rights Era, the end of the Cold War, Globalism, and contemporary America, and the impact these occurrences have on racial and socio-economic groups and gender roles from multiple perspectives and how they shape current events.	4930.62 - Secondary Education (Grades 9-12) and G.E.D. E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
MUSC 200	Music Arts for Older Adults	36	0	36	This course provides stimulating interaction for older adults through musical reminiscence, discussions, and listening to music from different time	1004.00 - Music E - Non-Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.	

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					periods and genres. Older adult students will participate in sing-alongs and rhythmic activities. Older adult students will learn to appreciate and understand different varieties of music.			
MUSC 303	Senior Chorus	36	0	36	This course introduces older adult students to a broad spectrum of choral music including its cultural and historical aspects. Older adult students will gain knowledge of correct posture, breath control, enunciation, harmony, rhythm and basic music concepts appropriate for the older adult.	1004.00 - Music E - Non-Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.
MUSC 304	Tone Chime Choir for Older Adults	36	0	36	This course provides instruction to older adults on handbell performance skills using chime instruments made by Suzuki. The music will be beginning level handbell music, level 1 and 2, as defined by the American Guild of English Handbell Ringers. The class will share their music by performing to the community in different public venues.	1004.00 - Music E - Non-Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.
PARN 101	Joyful Parenting-Creative Art, Music and Movement	18-36	36-72	54-108	Parents are introduced to the latest information about child development and parenting skills, through lecture, discussion, observation and cooperative learning with other parents. Parents participate with their child in age appropriate activities, which provides them with ideas to use at home while understanding the importance of developmental stages of child rearing.	1305.60 - Parenting and Family Education E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.
PARN 102	Connected Parenting	18	36	54	This class focuses on strengthening the caregiver-child connections, essential methods in helping children regulate their emotions,	1305.60 - Parenting and Family Education D - Possible Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect

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					improving feelings of safety and security and decrease challenging behaviors. These are simple, research-based techniques for every parent who wants to build a life-long positive relationship with their child.			instructor-student contact hours.	
PARN 200	Joyful Parenting-Art, Music and Movement (Ages 2.5 - 4.5 years)	12-36	24-72	36-108	Parents are introduced to the latest information about child development and parenting skills, through lecture, discussion, observation and hands-on learning with other students. Age appropriate activities are offered to the children so that parents can learn the importance of developmental stages that prepare children for preschool and/or kindergarten.	1305.60 - Parenting and Family Education E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
PARN 237	Raising Thoughtful Children (Ages 1.5-2.5)	18	36	54	Students participate with their child to support social-emotional development as they guide their child to build awareness of self, family, community, and the world. The class uses developmentally appropriate activities for very young children.	1305.60 - Parenting and Family Education D - Possible Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
PARN 238	Raising Thoughtful Children (Ages 2.5-5)	18	36	54	Students participate with their child to support social-emotional development as they guide their child to build awareness of self, family, community, and the world. The class uses developmentally appropriate activities that emphasize building a growth mindset and thoughtfulness toward themselves and towards others.	1305.60 - Parenting and Family Education D - Possible Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
PARN 260	Developmental Movement (Ages 1 - 2)	12-18	24-36	36-54	Parents and children are introduced to developmental movement and music for one- and two-year-olds. Emphasis is on identifying milestone-appropriate large motor skills, coordinated body	1305.60 - Parenting and Family Education E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	

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					movements and introductory behaviors associated with demonstrations of self-esteem for this age range.				
PARN 261	Developmental Movement (Ages 2 - 3)	12-18	24-36	36-54	Parents and children are introduced to developmental movement and music for two- and three-year-olds. Emphasis is on tracking developing milestone-appropriate large motor skills, coordinated body movements and milestone psychological behaviors associated with demonstrations of self-esteem for this age range.	1305.60 - Parenting and Family Education E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
PARN 262	Developmental Movement (Ages 3 - 4.5)	12-18	24-36	36-54	Parents and children are introduced to developmental movement, and music for three- to four-and-a-half-year-olds. Emphasis is on continued tracking of milestone-appropriate large motor skills, coordinated body movements and psychological behaviors associated with demonstrations of self-esteem for this age range.	1305.60 - Parenting and Family Education E - Non-Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
PARN 268	Love and Logic: Supporting Youth with Special Needs™	15-30	30-60	45-90	This course is designed to support adults parenting or supporting youth with disabilities by developing practical skills for reinforcing the expectations of children at home and in school. By utilizing the Love and Logic® approach, this course will teach four subsets of skills that encourage home environments that stimulate positive relationship development, empathetic listening, realistic goal setting, and encourage independence. The information included in this course is for those who already have a strong understanding of the Love and Logic® approach.	1305.60 - Parenting and Family Education D - Possible Occupational	2023 Spring	Update hours for outside-of-class assignments. Update DE addendum to reflect instructor-student contact hours.	

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PARN 269	Love and Logic: Adults Supporting Youth with Challenging Pasts™	18-36	32-72	50-108	This course assists parents and caregivers in understanding how trauma and hurtful events affect a child's brain. Students will learn the importance of bonding and relationships and how to address the root causes of a child's behavior through practicing empathy, establishing boundaries, and building healthy relationships.	1305.60 - Parenting and Family Education D - Possible Occupational	2023 Spring	Update hours for outside-of-class assignments. Update DE addendum to reflect instructor-student contact hours.	
PARN 275	Parenting the Love and Logic Way Lab	12	24	36	This is a one-hour lab course to be taken concurrently with PARN 265. It meets once a week for 12 weeks. This course is designed to allow students to collaborate with their faculty and peers to implement parenting strategies learned in lecture for practical use in their daily lives.	1305.60 - Parenting and Family Education D - Possible Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
PARN 277	Love and Logic Early Childhood: Parenting Made Fun! Lab	10	20	30	This is a one-hour lab course to be taken concurrently with PARN 267. It meets once a week for 10 weeks. This course is designed to allow students to collaborate with their faculty and peers to implement parenting strategies learned in lecture for practical use in their daily lives.	1305.60 - Parenting and Family Education D - Possible Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
PARN 278	Love and Logic: Supporting Youth with Special Need Lab	8	16	24	This is a one-hour lab to be taken concurrently with PARN 268. It is designed to allow students to collaborate with their faculty and peers to practice practical implementation of parenting strategies that they learn in the lecture class.	1305.60 - Parenting and Family Education D - Possible Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
PARN 279	Love and Logic: Adults Supporting Youth with Challenging Pasts Lab	12	24	36	This is a one-hour lab course to be taken concurrently with PARN 269 that meets once per week. It is designed to allow students to collaborate with their faculty and peers to implement parenting	1305.60 - Parenting and Family Education D - Possible Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	

						Revised Courses			
Course ID	Title	In-class (contact) hours	Outside-of-class hours	Total student learning hours	Course Description	TOP Code CB 03 SAM Code CB 09	Eff Date	Justification	
					strategies and learn practical uses in their daily lives.				
PARN 295	Understanding Anti-Bias Framework	15	30	45	The purpose of this course is to help parents and caregivers gain awareness and understanding around the four components of k-12 Anti-Bias Framework. This course will provide an understanding of what the terms bias, identity, diversity, justice, and action mean and explore the roles played by individuals in each of these areas.	1305.60 - Parenting and Family Education D - Possible Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
PARN 296	Many Identities, One Diverse Nation	24	48	72	The purpose of this course is to help parents and caregivers gain awareness and understanding around the "Identity" and "Diversity" components of k-12 anti-bias framework. Students will gain an understanding of the terms personal and social identity, intersectionality, visible and invisible identity, and explore how individual identities contribute to a national identity that is United States.	1305.60 - Parenting and Family Education D - Possible Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
PARN 297	Raising Culturally Responsive Children	24	48	72	The purpose of this course is to help parents and caregivers gain awareness and understanding around the "Justice" and "Action" components of k-12 anti-bias framework. Instruction will center on personal identities, labels, confirmation bias, belonging, human rights, discrimination, speaking up, speaking out, and making human rights universal.	1305.60 - Parenting and Family Education D - Possible Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	
PTEC 100	Pharmacy Technician, Introduction	60	60	120	Course orients students to pharmacy practice and the work of pharmacy technicians. It covers pharmacy technician registration process and educational requirements, the role of the technician, duties and tasks technicians perform as regulated by	1221.00 - Pharmacy Technology C - Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.	

					Revised Courses			
Course ID	Title	In-class (contact) hours	Outside-of-class hours	Total student learning hours	Course Description	TOP Code CB 03 SAM Code CB 09	Eff Date	Justification
					pharmacy law, and the necessary abilities and skills for a successful career as a pharmacy technician.			
PTEC 105	Pharmacy Operations Lab	36	50	86	This course is an introduction to the operations of a pharmacy and provides students with a working knowledge of its structural, functional, business and inter-relational aspects within the health care system. The course also covers the basics of compounding, medication distribution and inventory control.	1221.00 - Pharmacy Technology C - Occupational	2023 Spring	Update outside-of-class assignments and the corresponding student learning hours. Update DE addendum to reflect instructor-student contact hours.
SAFE 205	Mature Driver Improvement	8	0	8	The Mature Driver Improvement Course provides instruction, specifically tailored to older drivers, regarding defensive driving and California motor vehicle laws. During this course, information is provided on the effects that medication, fatigue, alcohol, and visual or auditory limitations have on a person's safe driving ability. Present the DMV certificate to your insurer as proof that you have completed the course. Mature drivers age 55 or older, who successfully complete an approved Mature Driver Improvement Course, may qualify for reduced motor vehicle insurance premiums.	0899.00 - Other Education E - Non-Occupational	2023 Spring	Update DE addendum to reflect instructor student contact hours.

- PARN 269 Outside-of-class hours updated to 36-72
- Block vote for Parenting courses approved- It was moved by Janet Williams and seconded by Kenny Yu to approve the block of Parenting courses. Motioned approved by unanimous vote.
- Block vote for Basic Skills courses approved- It was moved by Janet Williams and seconded by Kenny Yu to approve the block of Basic Skills courses. Motioned approved by unanimous vote.
- Block vote for LEAP courses approved- It was moved by Janet Williams and seconded by Maricella Moran to approve the block of LEAP courses. Motioned approved by unanimous vote.

Course Deactivations		
Course ID	Eff Date	Justification
BUSN 472	2023 Summer Term	Course no longer offered.
BUSN 474	2023 Summer Term	Course no longer offered.
BUSN 476	2023 Summer Term	Course no longer offered.
BUSN 478	2023 Summer Term	Course no longer offered.
BUSN 480	2023 Summer Term	Course no longer offered.
BUSN 482	2023 Summer Term	Course no longer offered.
BUSN 484	2023 Summer Term	Course no longer offered.
BUSN 486	2023 Summer Term	Course no longer offered.
EMER 155	2023 Summer Term	Course no longer offered.
EMER 404	2023 Summer Term	Course no longer offered.
FITN 330	2023 Summer Term	Course no longer offered.
HLTH 164	2023 Summer Term	Course no longer offered.
HLTH 175	2023 Summer Term	Course no longer offered.
HLTH 185	2023 Summer Term	Course no longer offered.
IHSD 100	2023 Summer Term	Course to be replaced.
IHSD 101	2023 Summer Term	Course to be replaced.
IHSD 116	2023 Summer Term	Course to be replaced.
IHSD 117	2023 Summer Term	Course to be replaced.
IHSD 118	2023 Summer Term	Course to be replaced.
IHSD 119	2023 Summer Term	Course to be replaced.

It was moved by Janet Williams, and seconded by Kenny Yu to approve the deactivation of courses. Motion passed by unanimous vote.