I. CALL TO ORDER

II. ADOPTION OF AGENDA

III. APPROVAL OF MINUTES
   A. October 10, 2017

IV. ARTICULATION/CURRICULUM
   A. Senate Report—K. Pullen
   B. Distance Education Report—M. Conroy
   C. Review of IPCC Charge—K. Pullen/J. LeDee

V. NEW DISCUSSION/ACTION
   A. SJCC Course Revision Proposals
      1. ACCTG 138: Work Experience—1-8 Units
         Proposed changes/revisions: Description, SLOs, methods of evaluation, and homework revised.

      2. CIS 018C: CCNA R&S: Scaling Networks—3 Units
         Proposed changes/revisions: DE supplement added. Grading standard changed to letter grade only. Description, content, SLOs, methods of evaluation, homework, and textbooks revised.

      3. CIS 018D: CCNA R&S: Connecting Networks—3 Units
         Proposed changes/revisions: DE supplement added. Description, content, SLOs, methods of evaluation, homework, and textbooks revised.

      4. CIS 037: SQL Fundamentals—3 Units
         Proposed changes/revisions: DE supplement added. Description, content, SLOs, methods of evaluation and textbooks revised.

      5. CIS 038: Programming the Mobile Web—3 Units
         Proposed changes/revisions: DE supplement added. Description, content, SLOs, methods of evaluation, homework, and textbooks revised.

      6. CIS 062B: A+ Core PC Hardware Technology: A+ PC Hardware Technology—2 Units
         Proposed changes/revisions: DE supplement added. Title, description, content, SLO assessment methods, methods of evaluation, homework, and textbooks revised.
7. **CIS 062C: A+ Core PC Operating Systems Technology — 2 Units**
   Proposed changes/revisions: DE supplement added. Description, content, SLOs, methods of evaluation, homework, and textbooks revised.

B. **SJCC New Course Proposals (requires Board approval)**

1. **IRON 139: Work Experience — 1-8 Units**
   Work Experience is designed for students who work as an Ironworker and are currently working in the industry. Students can earn one unit of credit for 75 hours of paid work during the semester. Students can repeat Career/Technical Work Experience, combined with General Work Experience, or alone. 1.0 to 8.0 units allowed per semester, up to a maximum of 16.0 units.

2. **IRON 161: OSHA 30/COMET Training — 2 Units**
   Apprentices receive knowledge and training on OSHA standards on specific hazards of the job and requirements in order to work safely on construction sites. Upon successful completion of the course material students will receive an OSHA 30 Department of Labor card. In addition the students will receive information regarding Construction Organizing Membership Education Training (COMET). Students must be a registered Ironworker member with a participating employer.

3. **IRON 501: Ironworkers Preapprenticeship Course — Noncredit**
   The Ironworker Apprentice student will gain knowledge and skills required for their first day at the job site. Major topics covered in this course include basic safety, measuring, and hand tools. The student will also be introduced to rigging, welding, structural steel erection, architectural and ornamental ironworking, and reinforcing ironworking. Interested students will need to contact personnel listed in the schedule of classes.

C. **SJCC Course Deactivations**

1. **GUIDE 100: Diagnostic Learning — 0.50 Unit**
   Justification: Course is no longer needed for SAS department.

D. **SJCC New Program Proposals**

1. **Alcohol and Drug Studies Advanced Certification: Certificate of Achievement — Level 2 — 38-41 Units**
   San Jose City College offers both an Associate in Arts (AA) and an Associate in Science (AS) degree in Alcohol and Drug Studies. Students planning to transfer should follow the AA degree. The San José City College Chemical Dependency Certificate is a certified CCAPP program, is designed to meet the California Consortium of Addiction Programs and Professionals (CCAPP) requirement of 315 hours of approved Alcohol and Drug training education; and 255 hours of Supervised Practicum. In addition the ADS program meets the requirements of the California Association for Alcohol and Drug Educators (CAADE) with the General Psychology, Abnormal Psychology, and Sociology certificate requirements.

   Completion of the above requirements prepares students to sit for the written examination given by CCAPP, which is the first step toward certification. Following completion of the written examination, CCAPP Interns are required to document 4,000 to 6,000 hours or 2 years full time supervised work experience as a drug and alcohol abuse counselor. Completion of 4,000 to 6,000 hours will entitle Interns to apply for CADCI or CADCII status. When both the written and oral examinations have been successfully completed, the California Consortium of Addiction Professionals and Programs (CCAPP) will award the following certification: Certified Alcohol and Drug Counselor I (CADCI) - 4,000 hour supervised work; Certified Alcohol and Drug Counselor II (CADCII) - 2 years full time or
6,000 hour of supervised work. The entry-level certificate program is designed to provide beginning Chemical Dependency information to prepare students to apply for positions in Chemical Dependency Treatment. It is our hope that this beginning certificate will meet the trend of increased professionalism in the Chemical Dependency Treatment field in Santa Clara County. Entry level positions include: Night Monitor, Counselor Assistants, Detoxification Staff, Program Managers, and On-Call Counselors.

VI. ADJOURNMENT

VII. ORDER OF DISCUSSION

- 1:30  Item IV
- 1:50  ACCTG 138
- 2:00  CIS 018C
       CIS 018D
       CIS 037
       CIS 038
       CIS 062B
       CIS 062C
- 2:20  IRON 139
       IRON 161
       IRON 501
- 2:35  GUIDE 100-Deactivation
- 3:30  Alcohol and Drug Studies Advanced Certification: Certificate of Achievement-Level 2