AGENDA

1. **Agenda Approval**
   
   Addition of “Program Vitality Recommendation-Addiction Studies Program” to Miscellaneous Business. Motion to approve Agenda as amended; D. Welton, Second: J. Dahlgren, Approval: Unanimous with one abstention; S. Sloan

2. **Consent Agenda**
   
   A. **Course Modifications**
      1. **ENGL 2 – Reading and Composition** (C-ID: ENGL 100 already approved)
      2. **ENGL 15 – Film as Literature**
      3. **ENGL 26 – Queer Film and Literature**
      4. **ENGL 35 – Cross-Cultural Film and Literature**
      5. **ENGL 47 – Native American Literature**
         
         Motion to approve Consent Agenda; M. Brynnan, Second: S. Hammond, Approval: Unanimous

3. **Pending Business**
   
   A. **Major Course Modifications**
      1. **ENGL 60 – Creative Writing: Fiction**
         
         Change in Title (was “Advanced Creative Writing: Fiction); change in prerequisite (from ENGL 6 to ENGL 2); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction;
         
         **Effective Term: Fall 2013**
         
         Remains on Pending Business awaiting syllabus feedback from Sacramento State
B. Minor Course Modifications
1. **AJ 7 – Report Writing for Law Enforcement Officers**
   Changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; change in pedagogical cap (from 30 to 64); *Effective Term: Fall 2013*
   Mike Maloney represented Administration of Justice
   - This is the last of the AJ courses cleaned up for Curriculum Review
   - Motion to place on consent; S. Carey, Second: D. Adams, Approval: Unanimous

2. **ENGL 25 – Introduction to Shakespeare**
   Changes in objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; *Effective Term: Fall 2013*

C. Distance Education
1. **KIN 31 – Quickfits**
   Online Modality
   Lani Muelrath represented KIN 31
   - In response to the question “How frequently do you monitor student activity?” Lani explained that this model has been based on the T-Tapp course which was very successful. Students have to submit videos on weeks 3, 6, 10, 14, which is up for flexible discussion if the committee feels it should be moved around
   - This course has more instruction built in than T-Tapp; There are 4 ways that the students get the instruction: pictures in the book, detailed description in the book, instructional video of the 14 exercises, and video of practice
   - The assignment is to submit a video of themselves doing an activity and the instructor provides feedback
   - Added 2 live sessions per semester as an option to students to work out in person with the instructor
   - Technology includes a google account, webcam or phone, upload to YouTube
   - “Hangout” (similar to Skype) can be used for one-on-one trainings or with groups of students if there is a problem with a work out or if students need more assistance
   - All 14 exercises are taught in the first 5 weeks, students then practice these movements for the remaining weeks
   - Immediate feedback is more ideal than video feedback spaced out over the semester
   - Recommend lecture online and activity in person (Hybrid) or weekly synchronous video sessions
   - The committee asked Lani to come up with a detailed plan before a vote could be made
   - By the end of the meeting, Lani adjusted the schedule include five 15 minutes time slots of synchronized sessions per week, reduced to 3 time slots starting week 6, so that students can have real time feedback that the activities are being performed correctly
   - Motion to place on Consent with updated Distance Education documentation; S. Bartlett, Second: S. Hammond, Approval: Unanimous
   - The committee asked Lani to return in a year to update the committee with a report of how it went

D. New Program
1. **AS Degree in Sustainable Construction Principles (36.25 Units)**
   Note: David Anderson pulled this program from consideration

4. **New Business**
   A. New Courses
   1. **KIN 11 – First Aid and CPR (3 Units) (C-ID: KIN 101)**
2. **KIN 50 – Stability Ball Fitness (1.5 Units)**
   UC Transfer Status Requested

3. **KIN 91 – Strength and Conditioning for Intercollegiate Athletics (1 Unit)**
   UC Transfer Status Requested

Mario Vela represented Kinesiology

- KIN 11 is a C-ID course that is a requirement for the AA-T in Kinesiology
  - The current EMS-2 course is not appropriate as it is too in depth
  - Motion to place on Consent; R. White, Second: J. Dahlgren, Approval: Unanimous
- KIN 50 used to be under the general course of fitness (PE 18)
  - Stability Ball fitness incorporates a whole body workout which is big in the fitness world right now
  - Motion to place on Consent; S. Carey, Second: J. Dahlgren; Approval: Unanimous
- KIN 91 is for varsity students only and therefore has an intercollegiate athletics TOP code
  - The course will focus on everything off the field needed for the sport, including weight room, agility, etc.
  - Motion to place on Consent; S. Carey, Second: S. Bartlett, Approval: Unanimous

B. **Major Course Modifications**

1. **CSL 34 – Group Experience-Strategies for Academic, Personal, Career Success**
   Change in course number (was CSL 32A); change in title (was “Group Experience: Special Interest Group”); change in units (from 0.5-3 to 0.5 units); change in hours (from 8.5-51 lecture to 8 lecture); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; *Effective Term: Fall 2013*

2. **ENGL 6 – Creative Writing (C-ID: ENGL 200)**
   Deletion of prerequisite; addition of recommended recommended prep; changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; *Effective Term: Fall 2013*

Leslie Henson represented English

- Fully aligned with C-ID outline
- Committee Suggestions:
  - Writing Assignment #2: “minimum” misspelled; change to “minimum 500 words”
- Motion to waive the two-meeting approval and approve pending changes; S. Carey, Second: S. Bartlett, Approval: Unanimous

C. **Minor Course Modifications**

1. **BIOL 21 – Human Physiology (C-ID: BIOL 120B)**
   Changes in catalog description, objectives, unit titles, examples of assignments and materials of instruction; *Effective Term: Fall 2013*

2. **ENGL 20 – Introduction to Poetry**
   Changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; *Effective Term: Fall 2013*

3. **ENGR 45 – Materials Science**
   Changes in catalog description, objectives, unit titles, examples of assignments and materials of instruction; addition of discipline “Physics/Astronomy;” *Effective Term: Fall 2013*

Bob White represented Engineering

- This course has been updated for alignment with Chico State
- Improved lab hours
- Added “Physics/Astronomy” discipline. Mike Woods concurred
- Committee Suggestions:
4. GEOL 10 – Physical Geology (C-ID: GEOL 100)
Changes in catalog description, objectives, unit titles, examples of assignments and materials of instruction; *Effective Term: Fall 2013*

5. HIST 3 – World History to 1500 (C-ID: HIST 150)
Changes in methods of evaluation and examples of assignments; *Effective Term: Fall 2013*

6. HIST 5 – World History since 1500 (C-ID: HIST 160)
Changes in methods of evaluation and examples of assignments; *Effective Term: Fall 2013*

Christie Trolinger represented History
- Feedback from UC requested a little more detail to the assignments including quantity, so a 2500 word count has been added and one of the writing assignments has been rewritten as evidence of substantial writing assignment
- Motion to vote on HIST 3 and HIST 5 as a block; R. White, Second: S. Hammond, Approval: Unanimous
- Committee Suggestion:
  - HIST 5 – Writing Assignment #1: – change to “in good essay form” to “in essay form”
- Motion to place on Consent; S. Carey, Second: D. Adams, Approval: Unanimous

7. HLTH 20 – Current Health Issues in Athletics
Changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; *Effective Term: Fall 2013*

Mario Vela represented Health
- HLTH 20 has been updated for curriculum review
- Committee Suggestions:
  - Objective E: “assess” misspelled
  - Course Description
    - Sentence 1: Change to “This course covers current health issues faced by athletes.”
    - Sentence 2: Change to “Emphasis is on the the psychological…”
- Motion to place on Consent; S. Carey, Second: D. Adams, Approval: Unanimous

8. PHYS 41 – Physics for Scientists and Engineers I (C-ID: PHYS 205)
Changes in recommended prep, catalog description, objectives, unit titles, methods of evaluation, examples of assignments and materials of instruction; *Effective Term: Fall 2013*

9. PHYS 42 – Physics for Scientists and Engineers II (C-ID: PHYS 210)
Changes in catalog description, objectives, unit titles, examples of assignments and materials of instruction; *Effective Term: Fall 2013*

10. PHYS 43 – Physics for Scientists and Engineers III (C-ID: PHYS 215)
Changes in catalog description, objectives, unit titles, examples of assignments and materials of instruction; *Effective Term: Fall 2013*

Bob White represented Physics
- These courses are aligned with C-ID courses
- The C-ID courses have floating topics that have been included in all outlines
- Motion to vote on PHYS 41, 42, 43 as a block; S. Bartlett, Second: S. Sloan, Approval: Unanimous
- Motion to place on Consent; S. Carey, Second: S. Hammond, Approval: Unanimous
D. Course Deletions *(Information Only)* Effective Term; End Spring 2013
1. ADS 2 – Introduction to Chemical Dependency
2. ADS 4 – Physiology and Pharmacology of Chemical Dependency
3. ADS 6 – The Helping Services and Chemical Dependency
4. ADS 8 – Case Management and Documentation
5. ADS 9 – Law and Ethics in Addiction Treatment
6. ADS 10 – Group Leadership and Group Process
7. ADS 12 – Professional Competency and Personal Recovery Process
8. ADS 14 – Community Prevention
9. ADS 16 – Family and Addiction
10. ADS 18 – Dual Disorders
11. ADS 20 – Special Populations
12. ADS 22 – Adult Children of Alcoholic and Post-Traumatic Stress Disorder (PTSD)
13. ADS 24 – Intervention
14. ADS 26 – Addiction Assessment
15. ADS 30 – Supervised Field Work Practicum and Seminar
16. ADS 32 – Communication Skills for Helping Relationships
17. ADS 34 – 12-Step Programs and Recovery
18. ADS 36 – Self-Esteem and Addiction
19. ADS 38 – Understanding Addition
20. ADS 97 – Special Problems-ADS
21. ADS 99 – Work Experience-ADS
22. BCIS 42 – Medical Machine Transcription
23. BCIS 70A – Student Organizations
24. BCIS 70B – BCIS Student Organizations (Leadership)
25. BCIS 70H – IC3 Certification Preparation
26. BCIS 70J – MOS Certification Preparation, Expert Level
27. BCIS 79 – Current Topics on Health Information Management
28. BCIS 120 –Computers for Beginners
29. BCIS 188(A-Z) – Computer Applications Workshop
30. BCIS 189(A-Z) – Computer Applications Workshop
31. BCIS 189G – Internet made Easy
32. IDST 10 – Training for Online Instructors
33. SIGN 201 – Sign Language and Fingerspelling
34. SIGN 202 – Intermediate Sign Language

E. New Programs
1. **AS-T Degree in Early Childhood Education** *(24 Units)*
   Motion to place on Consent; D. Adams, Second: M. Brynnan, Approval: Unanimous
2. **AA-T Degree in Kinesiology** *(20-22 Units)*
   Motion to place on Consent; S. Carey, Second: R. White, Approval: Unanimous
3. **AS-T Degree in Mathematics** *(19-21 Units)*
   Motion to place on Consent; R. White, Second: S. Sloan, Approval: Unanimous
4. **AS-T Degree in Physics** *(25 Units)*
   Motion to place on Consent; S. Carey, Second: D. Adams, Approval: Unanimous

F. Program Changes *(Effective Catalog Year: 2013-14)*
1. **AA Degree in Social and Behavioral Science** *(Transfer)*
   Add: CDF 57; Remove: CDF 30, 52, 61, 62, 131, 133; No change in units
2. **AS Degree in Agriculture Business** *(Career)*
   Core Choice: Remove AGS 22; Core: Add 1 unit AGR 110 and 1 unit AGR 111 as an or to AGR 99 2 unit option; No change in units
3. **Certificate of Achievement in Agriculture Business**
Core Choice: Remove AGS 22; No change in units

4. **AS Degree in Agriculture Science** (Career)
Core: Add 1 unit AGR 110 and 1 unit AGR 111 as an or to AGR 99 2 unit option; Reduce elective units from 9 to 6 units and remove AET 22, 35, 36, 38, 43, AGS 24, 56, ANS 30, 40, 42, EH 20, 22, 24, 26, 28, 30, 33, 38, 39, 40, 41, 42, 43, 44, 45, 46, 50, 51, 70, 72, 74, 80, NR 20, 28, 29, 55, 56, 60, 65, 66, PLS 15, 16, 25 as elective options; change in units (from 48 to 45 Units)

5. **AS Degree in Environmental Horticulture** (Career)
Core: Add 1 unit AGR 110 and 1 unit AGR 111 as an or to EH 99 2 unit option; remove AGS 22, add EH 74, add EH 60 or EH 61 as an or to AGS 30, change EH 38 and EH 70 from both required to an or, change in units (from 50 to 46-47 Units)

6. **Certificate of Achievement in Environmental Horticulture**
Core: Remove AGS 22, Add 1 unit AGR 110 and 1 unit AGR 111 as an or to EH 99 2 unit option; Change in units (from 35 to 32 Units)

7. **Certificate of Achievement in Landscape/Turfgrass Technician**
Core: Remove AGS 56 and AGS 22; change in units (from 31 to 25 Units)

8. **Certificate of Achievement in Nursery/Florist Technician**
Core: Remove EH 50, 51 and AGS 22; Add EH 26, 60, 61 as an or; change in units (from 25 to 19 Units)

9. **AS Degree in Mechanized Agriculture** (Career)
Core: Remove AGS 22; Add 1 unit AGR 110 and 1 unit AGR 111 as an or to AGR 99 2 unit option; change in units (from 46 to 43 Units)

10. **AS Degree in Natural Resources/Parks and Recreation** (Career)
Core: Remove AGS 22, NR 29, NR 56, NR 66; add 1 unit AGR 110 and 1 unit AGR 111 as an or to AGR 99 2 unit option; change in units (from 52 to 46 Units)

11. **Certificate in Natural Resources/Parks and Recreation** (Career)
Core: Remove AGS 22, NR 29, NR 56, NR 66; change in units (from 15-17 to 15 Units)

12. **AS Degree in Natural Resources** (Career)
Core: Remove AGS 22, NR 29, NR 56, NR 66 and PLS 25; add 1 unit AGR 110 and 1 unit AGR 111 as an or to AGR 99 2 unit option; change in units (from 26 to 20 Units)

13. **AS Degree in Computer Applications** (Career)
Replacing deleted courses with new curriculum; No change in units

14. **Certificate of Achievement in Computer Applications**
Replacing deleted courses with new curriculum; change in units (from 25 to 24 Units)

15. **Certificate in Computer Applications**
Replacing deleted courses with new curriculum; No change in units

16. **Certificate in Basic Computer Competency**
Replacing deleted courses with new curriculum; change in units (from 8 to 5-6 Units)

17. **AS Degree in Legal Office Administration** (Career)
Replacing deleted courses with new curriculum; No change in units

18. **Certificate of Achievement in Legal Office Administration**
Replacing deleted courses with new curriculum; No change in units

19. **Certificate in Legal Office Administration**
Replacing deleted courses with new curriculum; Change in units (from 16.5 to 16 Units)

20. **AS Degree in Office Administration** (Career)
Replacing deleted courses with new curriculum; No change in units

21. **Certificate of Achievement in Office Administration**
Replacing deleted courses with new curriculum; Change in units (from 32-33 to 29-30 Units)

22. **Certificate in Office Administration**
Replacing deleted courses with new curriculum; Change in units (from 13 to 12 Units)

23. **AS Degree in Medical Office Administration** (Career)
Replacing deleted courses with new curriculum; No change in units
24. **Certificate of Achievement in Medical Office Administration**  
   Replacing deleted courses with new curriculum; change in units (from 33 to 34 Units)

25. **Certificate in Medical Office Administration**  
   Replacing deleted courses with new curriculum; change in units (from 16.5 to 15 Units)

26. **AS Degree in Licensed Vocational Nursing**  
   (Career)  
   Add to Admission to the Program: “Applicants that have failed, more than once, from any nursing program (LVN and/or RN) are ineligible to apply;” add to About the Program: “no online labs for BIOL 20/21”

27. **AS Degree in Registered Nursing LVN to ADN**  
   (Career)  
   Add to Admission to the Program: “Applicants that have failed, more than once, from any nursing program (LVN and/or RN) are ineligible to apply;” add to About the Program: “no online labs for BIOL 15/20/21”

28. **AS Degree in Registered Nursing**  
   (Career)  
   Add to Admission to the Program: “Applicants that have failed, more than once, from any nursing program (LVN and/or RN) are ineligible to apply;” add to About the Program: “no online labs for BIOL 15/20/21”

   - Most of these changes involve changes to program due to course curriculum changes
   - The Ag department has slimmed down their elective choices
   - Motion to vote on all program changes as a block and place on Consent; S. Carey, Second: S. Hammond, Approval: Unanimous

29. **AA Degree in General Physical Education**  
   (Transfer)  
   Change in activity courses requirement (from PE to KIN) and statement: “Take 10 units from at least 5 groups”; change in units (from 18-32 to 18)  
   - Motion to place on Consent; S. Carey, Second: R. White, Approval: Unanimous

G. **Program Deletions (Effective Term: End Spring 2013)**

1. **AA Degree in Exercise Physiology**  
   (Transfer)  
   The committee endorsed the deletion of this program

2. **AS Degree in Addiction Studies**  
   (Career)

3. **Certificate of Achievement in Addiction Studies**  
   (Career)  
   Motion to endorse the PVPC committee recommendation to delete both ADS programs and ADS courses; J. Dahlgren, Second: D. Welton, Approval: Unanimous with two abstentions: S. Carey, S. Hammond

5. **Miscellaneous Agenda Items**

   A. **Distance Education Instructor Presence – B. Trolinger**

   Dan Barnett  
   - Ed code 55202 singles out distance learning, but applies the same standards of course quality  
   - On local level we have quality standards we can set that are not spelled out by Ed code  
   - Currently working on crafting this into an evaluation piece for online courses  
   - Request to include the following question relating to “Instructor Presence” on the curriculum DE form, which the committee amended slightly to:
     - “Instructor presence” is part of the requirement for online and hybrid courses at Butte College. “Instructor presence” means that online or hybrid course content duplicates or exceeds, so far as practical, the instructor’s lectures, commentary, and reflections on course materials in a f2f classroom. Describe how this course will ensure adequate “instructor presence.”
     - This will prevent “boiler” courses with pre-published slides from being used without addressing the instructor presence and what they will be focusing on
     - Motion to approve the additional question on the DE questionnaire; S. Carey, Second: D. Welton; Approval: Unanimous
B. Unlimited Major/Double Counting GE – S. Carey
C. Program Vitality Recommendation – Addiction Studies Program
   • Program Vitality and Program Continuance Committee spent a great deal of time reviewing data and discussing the vitality of the ADS programs and have decided to delete the ADS programs
   • After Curriculum Committee endorses these deletions, there will be two academic senate meetings and an open forum
   • Faculty will investigate curricular changes happening at the state level that may lead to new program development

D. Last Meeting – April 29, 2013
   • Motion to adjourn; S. Bartlett, Second: R. White; Approval: Unanimous