Curriculum Committee
MINUTES
April 21, 2014

Members Present
Boyd Trolinger, Chairperson
Dave Welton, Associate Faculty, Radio-TV-Film
Carrie Roberson, Academic Senate
John Dahlgren, Drafting
Craig Rigsbee, Dean
Tina Day, Associate Faculty, Language Education
Dr. Samia Yaqub, VP Student Learning
Susan Carey, Articulation Officer
Damara Marsh, Student Representative
Lenny Bailey, Associate Faculty, English
Mark Latham, Music
Dr. Sandy Sloan, Business Computer Info Systems
Dr. Leslie Henson, English
Suzanne Wakim, Biology

Members Absent
Dr. Robert White, Physics
David Danielson, Dean

Guests Present
Donna Weaver, Dean, Communication Studies
Jan McKissick, Communication Studies
Stacey Bartlett, Communication Studies
Dave Cooper, Chair, Art
Julie Demaggio, Associate Faculty, Fashion
Ric Machuga, Philosophy
Susan Craig, Chair, Nursing

AGENDA

1. Agenda Approval
Addition to agenda: Program Changes to New Business (LVN, LVN to RN, RN); Motion to approve agenda as amended; D. Welton, Second: S. Wakim, Approval: Unanimous

2. Approval of Minutes
A. April 7, 2014
Motion to approve minutes; J. Dahlgren, Second: D. Welton, Approval: Unanimous

3. Consent Agenda
A. Pedagogical Cap Changes (Effective Term: Spring 2015)
1. GEOG 3 – Physical Geography Lab
   From 40 to 24
2. NR 20 – Introduction to Forestry and Natural Resources
   From 35 to 24
3. NR 28 – Environmental Management
   From 30 to 24
4. NR 55 – Wildlife Management
   From 28 to 24
5. NR 65 – Recreational Land Management
   From 28 to 24
B. New Programs (Effective Catalog Year: 2014-15)
1. Certificate in Parks and Recreation (17 Units)
2. Certificate in Wildlife Technician (14 Units)
3. Certificate in Ecological Restoration (17 Units)
C. Program Corrections

These programs currently show in the catalog but have not been approved by Curriculum Committee

1. Certificate in Early Childhood Education (12 Units)
2. Certificate in Emergency Medical Technician (7 Units)
3. Certificate in Computer Support Technician (was “Certificate in Computer Technology”) (9 Units)
4. Certificate in Cisco Network Administration (9 Units)
5. Certificate in Microsoft Server Administration (9 Units)

Motion to approve consent agenda; S. Sloan, Second: D. Welton, Approval: Unanimous

4. Pending Business

A. Minor Course Modification (Effective Term: Fall 2014)

1. PHIL 16 – Western Religions
   Changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; Effective Term: Fall 2014
   Ric Machuga represented Philosophy
   • PHIL 16 has been in catalog for long time, but not offered in many years
   • It is the only course on campus that deals with Islamic religion culture
   • The department intends to offer it in the near future
   • The course is being updated for curriculum review
   • Committee asked that both reading assignments be updated
   • Motion to place on consent with recommended changes to reading assignments; C. Roberson, Second: L. Henson, Approval: Unanimous

5. New Business

A. New Courses

1. CMST 1 – Introduction to Communication Theory (3 Units) (C-ID COMM 180)
   Stacey Bartlett and Jan McKissick represented Communication Studies
   • Request to change title to Introduction to Communication Studies
   • Will be added to List B in the AA-T in Communication Studies
   • This C-ID course was added after the original degree was created
   • Committee Suggestions:
     ◦ Lecture 5 – change “communicating” to “communication”
     ◦ Read 2- change “in at least 500 words” to “in a 500 word essay”
     ◦ Can be offered after C-ID approved
   • Motion to place on consent pending changes; D. Welton, Second: S. Sloan, Approval: Unanimous

2. ENGL 52H – Honors Great Works of Literature (3 Units)
3. MUS 55 – Studio Recording II (4 Units)

B. General Education

1. CMST 1 – Introduction to Communication Theory
   UC Transfer Status
   IGETC 4G; CSU D7, Butte B
   • Motion to place on consent; C. Roberson, Second: L. Henson, Approval: Unanimous

C. Distance Education

1. CMST 1 – Introduction to Communication Theory
   Online Modality
   • Motion to place on consent; J. Dahlgren, Second: S. Sloan, Approval: Unanimous
D. Minor Course Modifications

1. **FASH 6 – Understanding Fibers, Fabric, and Textiles**  
   Deletion of cross-listing (ID 6); changes in catalog description, objectives, unit titles, methods of instruction, examples of assignments and materials of instruction; *Effective Term: Fall 2014*

2. **FASH 9 – Clothing Construction I**  
   Changes in catalog description, objectives, unit titles, methods of instruction, examples of assignments and materials of instruction; *Effective Term: Fall 2014*

3. **FASH 10 – Clothing Construction II**  
   Changes in catalog description, objectives, unit titles, examples of assignments and materials of instruction; *Effective Term: Fall 2014*

4. **FASH 13 – Fashion Drawing and Illustration**  
   Changes in objectives, unit titles, examples of assignments and materials of instruction; *Effective Term: Fall 2014*

5. **FASH 18 – Visual Merchandising**  
   Deletion of cross-listing (ID 18); changes in catalog description, objectives, unit titles, examples of assignments and materials of instruction; *Effective Term: Fall 2014*

6. **FASH 40 – Flat Pattern/Draping Design**  
   Change in prerequisites (deletion of FASH 15, 16; addition of FASH 10); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; *Effective Term: Fall 2014*

7. **FASH 64 – Introduction to Fashion/Retail Careers**  
   Changes in catalog description, objectives, unit titles, methods of instruction, examples of assignments and materials of instruction; *Effective Term: Fall 2014*

8. **FASH 74 – Historic Costume**  
   Changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; *Effective Term: Fall 2014*

9. **FASH 80 – Retail Fashion Buying**  
   Changes in catalog description, objectives, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; *Effective Term: Fall 2014*

10. **FASH 90 – Fashion Show Production**  
    Changes in catalog description, objectives, unit titles, examples of assignments and materials of instruction; *Effective Term: Fall 2014*

   - Julie Demaggio represented Fashion  
     - Courses are being updated for curriculum review  
     - Textbooks are the most current versions  
     - Committee Suggestions:  
     - FASH 18  
       - Out of Class Assignment 2 – Change to “In collaboration with a local retailer, prepare a window display. Be prepared to present a report in class on the process and product of your window display.”  
     - Cross-listings will stay on the books for now  
     - Motion to vote on all courses as a block; S. Sloan, Second: C. Roberson, Approval: Unanimous  
     - Motion to place on consent; S. Sloan, Second: M. Latham, Approval: Unanimous

E. Course Deletions (*Information Only*)

1. **CSL 21 – Transfer Success**
2. **CSL 32B – Educational Planning for Student Athletes**
3. **ID 6 – Understanding Fibers, Fabric, and Textiles** (FASH 6 will remain active)  
   Pulled from consideration
4. **ID 18 – Visual Merchandising** (FASH 18 will remain active)  
   Pulled from consideration

5. **GEOL 10 – Physical Geology**
6. **GEOL 11 – Physical Geology Laboratory**
7. **GEOL 20 – Historical Geology**
8. **GEOL 21 – Historical Geology Laboratory**
   The committee endorsed these deletions (with exception of ID 6, 18)

F. New Programs

1. **AA Degree in Recording Arts for Musicians** (25.5 Units) (Career)
2. **CA in Recording Arts for Musicians** (25.5 Units)
3. **Certificate in 3D Mechanical Applications** (9 Units)
4. **Certificate in Visual Merchandising** (17 Units)  
   Pulled from consideration
5. **Certificate in Clothing Construction** (12 Units)  
   Motion to place on consent; C. Roberson, Second: S. Sloan, Approval: Unanimous

G. Program Corrections

   *These programs currently show in the catalog but have not been approved by Curriculum Committee*

1. **Certificate in Architectural Drafting and Modeling** (Title was “Certificate in Drafting”)  
   (12 Units)
2. **Certificate in Fashion Design** (15 Units)  
   Motion to place on consent; S. Sloan, Second: D. Welton, Approval: Unanimous
3. **Certificate in Computer Applications** (14 Units)
4. **Certificate in Basic Computer Competency** (5-6 Units)
5. **Certificate in Legal Office Administration** (16 Units)
6. **Certificate in Medical Office Administration** (15 Units)
7. **Certificate in Office Administration** (12 Units)

H. Program Changes

1. **AS Degree in Registered Nursing**
   Addition of “Admission to the Program” language: “Persons with substance abuse issues or with conviction of crimes substantially related to the practice of nursing may not be granted a license by the California Board of Registered Nursing. Fingerprints are a required part of the application for licensure. Records that are expunged or sealed, and juvenile records will be accessed and reviewed.”

2. **AS Degree in Registered Nursing: LVN to ADN**
   Addition of “Admission to the Program” language: “Persons with substance abuse issues or with conviction of crimes substantially related to the practice of nursing may not be granted a license by the California Board of Registered Nursing. Fingerprints are a required part of the application for licensure. Records that are expunged or sealed, and juvenile records will be accessed and reviewed.”

3. **AS Degree in Licensed Vocational Nursing**
   Addition of “Admission to the Program” language: “Persons with substance abuse issues or with conviction of crimes substantially related to the practice of nursing may not be granted a license by the California Board of Vocational Nursing and Psychiatric Technicians. Fingerprints are a required part of the application for licensure. Records that are expunged or sealed, and juvenile records will be accessed and reviewed.”

Susan Craig represented Nursing

   - The Board of Registered Nursing and the Board of Vocational Nursing have made it difficult for anyone having convictions and/or felonies especially in relation to alcohol, drug or violence
1. Our nursing program background check goes back 7 years, whereas the Board’s background check goes back a lifetime including juvenile and sealed records.
2. The department is finding that students are spending 2-3 years doing their prerequisites and/or completing the nursing program(s) only to find that they will not get licensed.
3. Adding this info to the catalog will help students be informed and save their time.
4. This will be added to the programs in LVN, LVN to RN, and RN.
5. Committee suggested adding the link to the Board’s policy in the catalog language.
6. Motion to vote on all Nursing program changes as a block; S. Sloan, Second: D. Welton, Approval: Unanimous.
7. Motion to place on consent; S. Sloan, Second: D. Welton, Approval: Unanimous.

4. **AA Degree in Arts (Transfer)**
   Change to core (delete ART 2, 4; add ART 9); removal of all existing areas of emphasis and options; replaced with Art Education Option at CSU, Chico and Art Studio Option at CSU, Chico; change in units (from 18-26 to 24 units).
   - Dave Cooper represented Art.
   - In program review, Steve St. Cin noticed the options listed in the catalog were not up to date.
   - These changes reflect courses listed in Assist that are articulated.
   - Committee suggestions:
     - Change “emphasis” to “option”
     - State as “Must complete core plus one CSU, Chico option”
   - Motion to place on consent pending changes; C. Roberson, Second: D. Welton, Approval: Unanimous.

5. **Certificate in Recording Arts for Musicians**
   Change in core (replace MUS 2 with MUS 10/11; replace MUS 14 with MUS 20); no change in units.

6. **Miscellaneous Agenda Items**
   A. Curriculum Bylaws – Boyd Trolinger
   B. Program Prerequisites Policy – Susan Carey.
      - Addition of prerequisites to programs must be published in the catalog for one year before they are enforced, unless mandated by a governing agency or accrediting body.
        - Motion to approve policy and be included in the Butte PCAH; M. Latham, Second: S. Sloan, Approval: Unanimous.
   C. 2014-15 Curriculum Committee Schedule.
   D. Last Meeting – April 28, 2014.
      - C. Roberson announced that the votes (electronic ballots) are out for upcoming curriculum members in three areas: Basic Skills, CTE, Counseling.
      - Motion to adjourn; C. Roberson, Second: J. Dahlgren, Approval: Unanimous.