Members Present

Boyd Trolinger, Chairperson
Dave Welton, Associate Faculty, Radio-TV-Film
Carrie Roberson, Academic Senate
Lisa Kekaha, Language Education/Development
Craig Rigsbee, Dean
Tina Day, Associate Faculty, Language Education
Dr. Samia Yaqub, VP Student Learning
Dr. Robert White, Physics
David Danielson, Dean

Susan Carey, Articulation Officer
Jordan Baird, AS Representative
Lenny Bailey, Associate Faculty, English
Mark Latham, Music
Dr. Sandy Sloan, Business Computer Info Systems
Terri Hutton, Child Development/Family Relations
Suzanne Wakim, Biology
Morgan Brynman, Library
Dr. Jo Anne Cripe, First Year Experience

Members Absent

Lisa Gunn, Chair, Respiratory Care
Stacey Bartlett, Academic Senate President
Christie Trolinger, Chair, Sociocultural Studies
Cynthia Bynoe, Political Science
Steve Price, Accounting

Bryce Emery, Student
Bruce Hicks, Chair, Agriculture
Connie Petlack, Chair, Business Computer Info Sys.
Carrie Monlux, Environmental Horticulture

Guests Present

AGENDA

1. Agenda Approval
   Motion to approve agenda; D. Welton, Second: R. White, Approval: Unanimous

2. Information Only
   A. NSG 202 – Acute Care Nurse Assistant
      Discipline of LVN was added to this course; approved by Academic Senate. It was missed in the
development of the course.
      Committee endorsed

3. New Business
   A. New Courses
      1. ECON 20H – Honors Economic History of the U.S. (3 Units)
         UC Transfer Status and GE see below
         Program Applicable: CA in Honors Program (no change in units)
         Steve Price represented Economics
         • Honors program wanted this course, which fits the standard model for all honors
courses
         • D. Danielson – Tracy Johnson has been working very hard to make sure that students in
the Honors program can complete all areas of IGETC at the honors level and thanked
faculty for creating these courses in their areas of content
         • Motion to place on consent; J. Cripe, Second: D. Danielson, Approval: Unanimous
2. **EH 23 – Fall Plant Identification (AG-EH 108L) (3 Units)**
   
   *UC Transfer Status see below*

   Program Applicable: AS Degree in Environmental Horticulture (no change in units)

   Carrie Monlux represented Environmental Horticulture

   - **EH 38**
     - Updating for curriculum review, unit topics, textbooks, so it better aligns with Chico State and other colleges
     - Math level wasn’t high enough so raising it
   - **EH 23 and 24** are aligned with C-ID
   - Motion to vote on EH 24 and 38 as a block, S. Sloan, Second: S. Carey: Approval: Unanimous
   - Motion to place on consent; M. Brynnan, Second: J. Cripe; Approval: Unanimous
   - Motion to place EH 23 and UC transfer request on consent; R. White; Second: D. Danielson; Approval: Unanimous

**B. Distance Learning**

1. **BIOL 2 – Introduction to Human Biology**
   
   Online modality

   Suzanne Wakim represented Biology

   - The department has a hard time scheduling BIOL 2 due to limited space
   - This course is ideal for online modality as has no lab, where the instructor can teach the study skills they need
   - It is a high demand class, taken by students who are preparing for anatomy and physiology
   - Motion to place on consent; J. Cripe, Second: D. Welton, Approval: Unanimous

**C. UC Transfer Status/General Education**

1. **CSCI 4 – Introduction to Programming Concepts and Methodologies**
   
   UC Transfer Status

2. **CSCI 11 – Introduction to Game Design and Development**
   
   UC Transfer Status

3. **ECON 20H – Honors Economic History of the U.S. (3 Units)**
   
   UC Transfer Status
   
   IGETC 4B; CSU D2; Butte B

   - Motion to place on consent; M. Brynnan, Second D. Welton, Approval: Unanimous

4. **EH 23 – Fall Plant Identification**
   
   UC Transfer Status

5. **MSP 45 – 3D Computer Modeling and Animation**
   
   UC Transfer Status

   Boyd Trolinger represented Computer Science and Multimedia Studies Program

   - Students have requested that these courses be approved for UC Transfer status
   - UCSB contacted Butte CSCI department directly and requested CSCI 4, CSCI 11, and MSP 45 be submitted for UC review
   - Motion to vote on CSCI 4, 11 and MSP 45 as a block and place on consent; R. White, Second: S. Sloan; Approval: Unanimous with one abstention: C. Roberson

**D. Major Course Modifications**

1. **AB 20 – Careers in Agriculture, Environmental Science and Natural Resources**
   
   Change in title (was “Careers in Agriculture and Environmental Studies”); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction; *Effective Term: Fall 2015*
2. AB 25 – Computer Applications in Agriculture (C-ID AG-AB 108)
Change in units (from 2 to 3 units); change in hours (from 17 lec/51 lab to 34 lec/51 lab); 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 20 to 28); Effective Term: Fall 2015

3. AB 54 – Supervision and Management in Agriculture
Change in title (was “Supervision and Management”); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction; Effective Term: Fall 2015

Bruce Hicks represented Agriculture Business
- Courses are being updated for curriculum review and for C-ID alignment
- The final ADT is not yet public, so that will come later
- AB 20
  - This course is designed to teach students how to get a job, write a cover letter, etc.
  - C. Roberson – CDF offers the same class for 1 unit. Is there a way to offer one course for all CTE job preparation courses?
  - B. Hicks – this course is designed specifically to agriculture and natural resource students
- Motion to vote on all AB courses as a block; J. Cripe, Second: R. White, Approval Unanimous with one No vote: C. Roberson
- AB 54
  - This course teaches students how to be supervisors. It covers rules, discrimination, etc.
  - Many colleges don’t offer this course but the department feels it is important
  - R. White - Will these courses still exist if these courses are not part of the ADT?
  - S. Carey – Yes, they are part of their career programs
  - Strike Objective B as it is a duplicate of E “Communicate effectively with non-native English speakers.”
- AB 25 – Raising cap from 20 to 28 as there are enough computers for 28 students
  - AB 22 – Raising from 28 to 30
  - AB 26 – Ped cap rubric needed to reduce a ped cap
  - Committee members discussed requiring justification for both raising and lowering ped caps
- J. Cripe – Motion withdrawn
- Motion to vote on all AB courses as a block with the exception of AB 26 ped cap reduction (the course is on consent); C. Cripe; Second: R. White, Approval: Unanimous
- Motion to place on consent; R. White, Second: M. Brynnan, Approval: Unanimous

4. EH 24 – Spring Plant Identification (AG-EH 112L)
Change in title (was “Ornamental Plant Identification I”); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction; Effective Term: Fall 2015

5. HUM 17 – Comparative European Studies
Change in title (was “Comparative European Cultures”); change in TOP code (from 220800 Sociology to 490300 Humanities); addition of discipline: History; changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction; Effective Term: Fall 2015

6. HUM 22 – Greco-Roman Cultures
Change in TOP code (from 490310 Humanities and Fine Arts to 490300 Humanities); addition of discipline: History; changes in catalog description, objectives, unit titles, methods of
instruction, methods of evaluation, examples of assignments, and materials of instruction;
*Effective Term: Fall 2015*

Christie Trolinger represented Humanities
- Courses are being updated for curriculum review
- HUM 22
  - Objectives – added primary source materials, which is a major component of the course
- HUM 17
  - Unit titles updated to clearly reflect the historical period within which this course is taught
  - More helpful to students to maintain the chronological framework
- Assignments were added to both courses
- 1500 word writing requirement is appropriate for all outlines with a GE component
- Motion to place HUM 17 on consent; S. Carey, Second: R. White, Approval: Unanimous
- Motion to place HUM 22 on consent; R. White, Second: S. Sloan, Approval: Unanimous

E. Minor Course Modifications

1. **AB 22 – Agricultural Economics** (C-ID AG-AB 124)
   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 28 to 30); *Effective Term: Spring 2015*

2. **AB 26 – Introduction to Agriculture Business** (C-ID AG-AB 104)
   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 40 to 35); *Effective Term: Spring 2015*

3. **AB 50 – Agricultural Accounting** (C-ID AG-AB 128)
   Changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction; *Effective Term: Spring 2015*

4. **EH 38 – Greenhouse Production**
   Changes in recommended prep, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction; *Effective Term: Spring 2015*

5. **RT 125 – Introduction to Clinical Respiratory Care**
   Changes in objectives, unit titles, examples of assignments, and materials of instruction; *Effective Term: Spring 2015*

6. **RT 135 – Fundamentals of Clinical Respiratory Care**
   Changes in objectives, unit titles, examples of assignments, and materials of instruction; *Effective Term: Spring 2015*

7. **RT 145 – Advanced Respiratory Care Procedures**
   Changes in objectives, unit titles, examples of assignments, and materials of instruction; *Effective Term: Spring 2015*

Lisa Gunn represented Respiratory Therapy
- RT 125
  - The committee suggested the objective and unit title language show general equipment names rather than specific equipment so that the outline doesn’t have to be updated when equipment changes.
  - The old language on the previous outline was better “Breath Sound Assessment, Oxygen Supply Systems, Arterial Blood Gas Techniques” etc.
    - *RT department decided to keep the outline as presented*
  - Motion to vote on RT 125, 135, 145 as a block: R. White, Second: M. Brynnan; Approval: Unanimous
  - Move to place on consent; R. White, Second: S. Sloan; Approval: Unanimous
F. Short Term Modality

1. **BCIS 31 – Business Presentation Software**  
   1 Unit; 12.75 lec/12.75 lab

2. **BCIS 33 – Skills for the Working Professional**  
   1 Unit; 17 lec

3. **BCIS 70K – Adobe Acrobat Professional**  
   1 Unit; 12.75 lec/12.75 lab

4. **BCIS 70L – Introduction to Microsoft Outlook**  
   1 Unit; 12.75 lec/12.75 lab

5. **BCIS 84 – Basics of Computers**  
   1 Unit; 12.5 lec/12.5 lab

   Connie Petlack represented BCIS
   - These are all one unit courses that can easily be taught in a winter term

6. **CSL 20 – College and Life Success**  
   3 Units; 51 lec

   Jo Anne Cripe represented Counseling
   - It is a personal development course that is comparable to LM 40, which is offered successfully in a short term modality

7. **HLTH 2 – Health and Wellness**  
   3 Units; 51 lec

   Craig Rigsbee represented Health
   - A lot of material is covered, but students can focus on one course
   - This may introduce them to other kinesiology courses

8. **MATH 11 – Nature of Mathematics**  
   3 Units; 51 lec

   David Danielson represented Mathematics
   - The department feels these are the most appropriate choices for short term modality
   - MATH 11 is for language arts majors or students who need a GE math course
   - MATH 20 has a more condensed scope than other Math topics
     - It is a preparation course for calculus and majors such as drafting
   - Both courses lend themselves to short term modality

9. **MATH 20 – Trigonometry**  
   3 Units; 51 lec

   David Danielson represented Mathematics
   - The department feels these are the most appropriate choices for short term modality
   - MATH 11 is for language arts majors or students who need a GE math course
   - MATH 20 has a more condensed scope than other Math topics
     - It is a preparation course for calculus and majors such as drafting
   - Both courses lend themselves to short term modality

10. **PHIL 6 – Introduction to Logic**  
    3 Units; 51 lec

11. **POS 2 – United States Government**  
    3 Units; 51 lec

   Cynthia Bynoe represented Political Science
   - This modality allows students to focus on one class vs. many
   - Students will keep up on reading daily
   - Offered in the past with success

12. **RTVF 12 – Mass Media and Society**  
    3 Units; 51 lec

   Dave Welton represented RTVF
   - There is a lot of demand for the course because it is part of the AA-T in Communication Studies, so it is a logical course to be offered in winter session
   - Students watch a lot of media and there is lots of class discussion, which will keep students engaged for the longer time span
   - It is a popular GE class

Committee Action:
- Motion to place 1-8, 11-12 on consent (all courses except MATH 20 and PHIL 6); S. Carey, Second: J. Cripe, Approval: Unanimous with one No vote: C. Roberson
Committee Comments:

- Short term approval means approval for anything less than 6 weeks, not the number of minimum weeks written on the form
- D. Danielson – when discussion occurred about bringing back winter session, one of the conditions was that there would be thorough discussion about which courses would be appropriate to offer in a short timeframe
- Students are limited to 4 units during winter session
- C. Roberson – should there be follow-up to the committee about pass rates, retention issues, etc.
- D. Danielson – retention is the most important issue. However there is such a small sample of courses offered in winter session, this may sway the results
- J. Cripe suggested it be looked at in Program Review
- R. White – courses that are being taken for knowledge collection seem ok for winter, but courses that require learning (like MATH 20) where students are doing 45-90 problems a night seems more difficult for students to grasp concepts
- J. Cripe – how much math can a student do in a day? After several hours in class, can they come home and do hours of homework each night?
- D. Danielson – can be challenging, but can be done if broken into different activities and work. If the committee approves, D. Danielson will follow up with the instructor on how well this worked
- D. Danielson – students have to take both college algebra and trigonometry before they take calculus and trying to do those both in one semester compromises learning. Offering one in winter session may be attractive to students
- J. Cripe – need more assurance that students can comprehend and grasp trigonometry
- C. Roberson – the documentation doesn’t address how the short term modality is addressed
- D. Danielson – The course can be structured so there is enough breathing room to work in the structure of 3 weeks; willing to follow up by looking at success rates of PHYS 41 and other follow-up courses
- D. Danielson will ask the math department to come to the next meeting to discuss MATH 20

G. Course Deletions (Information Only)
1. HUM 44 – Art and Culture of Italy: Past and Present (Study Abroad in Italy)
2. CSL 92 – Exploring Leadership (POS 92 will remain active)
3. POS 20 – Political History of the Middle East (HIST 20 will remain active)

Committee endorsed

H. Program Change (Effective catalog year: 2015-16)
1. **AS Degree in Radio-TV-Film: Video Production**
   - Change in core (Delete RTVF 99; Add MSP 10); change in units from 20 to 21 units
   - Boyd Trolinger and Dave Welton represented Radio-TV-Film
   - Change aligns the requirements of the AS and CA so they are the same and removes work experience from the degree, which causes a road block and is waived in many cases
   - Motion to place on consent; S. Sloan, Second: R. White, Approval: Unanimous

4. **Miscellaneous Agenda Items**
   A. Ped Caps – Boyd Trolinger
   B. Next Meeting – September 29, 2014
      - Motion to adjourn, T. Day, Second: M. Latham, Approval: Unanimous