Members Present
Boyd Trolinger, Chairperson  
Dr. Robert White, Physics  
Dr. Sandy Sloan, Business Computer Info Systems  
Dave Welton, Associate Faculty, Radio-TV-Film  
Morgan Brynnan, Library  
Mark Latham, Music  
Susan Carey, Articulation Officer  
Dr. Leslie Henson, English  
Suzanne Wakim, Biology  
Lenny Bailey, Associate Faculty, English  
Damara Marsh, Student Representative  
Craig Rigsbee, Dean

Members Absent
David Danielson, Dean  
Carrie Roberson, Academic Senate  
Tina Day, Associate Faculty, Language Education  
John Dahlgren, Drafting  
Dr. Samia Yaqub, VP Student Learning

Guests Present
Dorene Thompson, BCIS  
Ann Shannon, Education  
Christie Trolinger, SLO Coordinator

AGENDA

1. **Agenda Approval**
   Item A from Misc. Business was pulled. Motion to approve agenda as amended; D. Welton, Second: M. Latham, Approval: Unanimous

2. **Approval of Minutes**
   A. October 7, 2013
   Motion to approve minutes; M. Latham, Second: L. Henson, Approval: Unanimous with one abstention, M. Brynnan

3. **Consent Agenda**
   A. **Course Modifications**
      1. **BCIS 62 – Introduction to Medical Coding**
         Change in title (was “Medical Insurance Coding”); changes in catalog description, objectives unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; **Effective Term: Fall 2014**
      2. **BCIS 63 – Introduction to Medical Billing**
         Change in title (was “Medial Insurance Billing”); changes in catalog description, objectives unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; **Effective Term: Fall 2014**
      3. **BCIS 75 – Introduction to Medical Front Office Procedures**
         Change in title (was “Medial Front Office Procedures”); changes in catalog description, objectives unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; **Effective Term: Fall 2014**

   B. **Course Families (Effective Term: Fall 2014)**
      * = new courses added to existing family
      1. **Piano Family**
         MUS 40 – Piano I
         MUS 41 – Piano II
2. **Guitar Family**  
MUS 20 – Guitar I  
MUS 21 – Guitar II  
MUS 22 – Guitar III  
MUS 23 – Guitar IV*  

3. **Voice Family**  
MUS 30 – Voice I  
MUS 31 – Voice II*  
MUS 32 – Voice III*  
MUS 33 – Voice IV*  

C. **Major Program Changes** *(Effective Catalog Year: 2014-15)*

1. **AS Degree in EMT-Paramedic** (Career)  
   Core: Deletion of FSC 116; Change in units (from 35.25 to 35 Units)  

2. **CA in EMT-Paramedic** (Career)  
   Core: Deletion of FSC 116; Change in units (from 35.25 to 35 Units)  
   Motion to approve consent agenda; S. Sloan, Second: D. Welton, Approval: Unanimous  

4. **New Business**

   A. **Minor Course Modification**
   
   1. **BCIS 12 – Business Writing Skills**  
      Changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; *Effective Term: Spring 2014*  
      Dorene Thompson represented BCIS  
      - Updated for Curriculum Review  
      - Content language has been updated  
      - The emphasis is on business writing, so although the course covers spelling, grammar, and punctuation, the focus of the course is on business; business document formatting, email, communicating in the workplace, etc.  
      - Motion to place BCIS 12 on consent; D. Welton, Second: S. Carey, Approval: Unanimous  

   B. **Course Deletions** *(Information Only)*
   
   1. **HON 3 – Culture and Traditions of the West III**  
   2. **HON 4 – Culture and Traditions of the West IV**  
      The committee endorsed the deletion of these courses  

   C. **Exempt from Orientation/Assessment**
   
   1. **EDUC 310 – Supervised Tutoring**  
      Ann Shannon represented EDUC 310  
      - In order to claim apportionment for Supervised Tutoring, students must knowingly enroll in the course  
      - The enrollment is currently blocked by assessment holds  
      - This course assists with work done in other courses, so the assessment will still be done through other courses  
      - Motion to place EDUC 310 on consent; S. Carey, Second: D. Welton, Approval: Unanimous  

5. **Miscellaneous Agenda Items**

   A. General Education Rule (CSU Area E; Butte Area F) – Susan Carey  
   B. SB 1440 Intent and Performance Based Funding – Susan Carey
• **Associate Degrees for Transfer**
  - The intent of SB 1440 is to ease transfer from community college to CSU
  - It is a senate bill that became law and is now part of Ed code
  - Part of SB 1440 includes rules we have to follow, the CSU has to follow, that dictate and suggest how we can ease transfer for students
  - SB 1440 includes degrees called TMC’s (Transfer Model Curriculum) common to community colleges in a variety of disciplines created in conjunction between CSU’s and Community Colleges
  - This guarantees students into a CSU that has a similar major
  - When students transfer they only have to do 60 more units to earn their bachelor’s degree
  - Where it is a little tricky is modifying the major to keep it updated and accurate
  - Two things that we need to discuss related to this issue
    1. GE paperwork for courses required for a major
    2. How to handle modifications to these degrees already approved
  - Several categories of courses:
    1. Required core – a list of courses that have to be in your major no matter what
    2. Courses that require articulation in a particular major
    3. Any CSU transferable course that our program feels is acceptable for that major
  - When we approve degrees, course articulation may not yet exist, so we need to modify degrees as articulations are approved
  - Students will have more opportunity (more courses to choose from) as articulations occur
  - Many of the degrees were approved very quickly, per state mandate
  - Many now need updating
  - As we find courses that are articulating and placed in the majors, the Chancellor’s office and CSU have agreed that they go in a different list
  - An articulation occurs when a CSU agrees that our course is comparable enough with their course to include it in their degree
  - Since our process is lengthy, how can we expedite the process to modify a degree when articulation occurs and the department agrees?
  - Can it be a non-voting item? Or an Information only item?
  - Motion to allow minor modifications of ADT majors to be approved through Tech Review Process and be information only items on agenda as course articulations occur; S. Sloan, Second: M. Brynnan, Approval: Unanimous

• **GE Paperwork when required for TMC**
  - Request to eliminate need to do paperwork for GE when it is required for an ADT
  - Discussion took place about the quality of questions we currently ask for GE areas and whether to list the criteria and include one box to justify why the course meets the criteria
  - The ADT in Elementary Teacher Education requires MATH 5 to be a CSU General Education course in Area B4
  - The MATH department agrees
  - Motion for MATH 5 to bypass paperwork and be submitted for CSU GE Area B4; S. Carey, Second: S. Wakim, Approval: Unanimous

C. **Curriculum Committee Bylaws**
  - We will print out the bylaws and discuss at next meeting
D. Next Meeting – November 4, 2013
   • Motion to adjourn; S. Wakim, Second: D. Welton, Approval: Unanimous