Members Present

Boyd Trolinger, Chairperson
Dr. Samia Yaqub, VP Student Learning
Morgan Brynnan, Library
Tina Day, Associate Faculty, Language Education
Dr. Sandy Sloan, Business Computer Info Systems
Dr. Robert White, Physics
Stacey Bartlett, Academic Senate Substitute

Susan Carey, Articulation Officer
Dr. Leslie Henson, English
Suzanne Wakim, Biology
Lenny Bailey, Associate Faculty, English
Craig Rigsbee, Dean
John Dahlgren, Drafting
Damara Marsh, Student Representative

Members Absent

David Danielson, Dean
Dave Welton, Associate Faculty, Radio-TV-Film
Mark Latham, Music
Carrie Roberson, Academic Senate

Guests Present

Shirleigh Brannon, Library
Connie Petlack, BCIS

Barry Piccinino, Drama

AGENDA

1. Agenda Approval
   Motion to approve agenda; S. Sloan, Second: J. Dahlgren, Approval: Unanimous

2. Approval of Minutes
   A. November 18, 2013
   Motion to approve minutes; S. Sloan, Second: S. Carey, Approval: Unanimous with 2 abstentions: R. White and S. Bartlett

3. Consent Agenda
   A. New Course (Effective Term Fall 2014)
      1. EMS 172 – Community Paramedic-Mobile Integrated Health Care (6 Units)

   B. Major Course Modifications
      1. GEOL 32 – Physical Geology with Lab (C-ID GEOL 110)
         Change in title (was “General Geology”); changes in catalog description, objectives, unit titles, examples of assignments and materials of instruction; Effective Term: Fall 2014

      2. GEOL 34 – Historical Geology with lab (C-ID GEOL 111)
         Change in course number (was GEOL 20); change in title (was “Historical Geology”); change in units (from 3 to 4 units); change in hours (from 51 lec to 51 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 40 to 24) to accommodate the lab; Effective Term: Fall 2014

      3. RT 125 – Introduction to Clinical Respiratory Care
         Change in units (from 3 to 5 Units); change in hours (from 153 lab to 272 lab); changes in unit titles and materials of instruction; Effective Term: Fall 2014
C. Minor Course Modifications
1. **CDF 78 – Early Childhood Education Practicum** (C-ID ECE 210)
   Updated for “Conditionally Approved” status from C-ID; Addition of prerequisites CDF 12 and CDF 48; changes in examples of assignments; **Effective Term: Fall 2014**
2. **CHEM 1 – General Chemistry I** (C-ID CHEM 120S)
   Changes in catalog description, unit titles, examples of assignments and materials of instruction; **Effective Term: Spring 2014**
3. **CHEM 2 – General Chemistry II** (C-ID CHEM 120S)
   Changes in unit titles, examples of assignments and materials of instruction; **Effective Term: Spring 2014**
4. **CMST 4 – Small Group Communication** (C-ID COMM 140)
   Updated for “Conditionally Approved” status from C-ID; Changes in objectives and unit titles; **Effective Term: Spring 2014**
5. **CMST 9 – Intercultural Communication** (C-ID COMM 150)
   Updated for “Conditionally Approved” status from C-ID; Changes in objectives and unit titles; **Effective Term: Spring 2014**
6. **RT 110 – Fundamentals of Respiratory Care**
   Deletion of corequisite (BIOL 21); changes in materials of instruction; **Effective Term: Fall 2014**

D. General Education
1. **CMST 6 – Oral Interpretation**
   IGETC 3B
2. **CMST 9 – Intercultural Communication**
   IGETC 4C

E. Pedagogical Cap Changes
1. **DFT 2 – Engineering Graphics I**
   From 25 to 35
2. **DFT 4 – Print Reading for Construction and Architecture**
   From 25 to 35
3. **DFT 8 – Engineering Graphics II**
   From 25 to 35
4. **DFT 12 – Beginning AutoCAD Drafting**
   From 25 to 35
5. **DFT 16 – Print Reading for Industry and Manufacturing**
   From 25 to 35
6. **DFT 24 – Architectural Drafting Applications**
   From 25 to 35
7. **DFT 45 – Building Information Modeling I**
   From 25 to 35
8. **DFT 46 – Building Information Modeling II – Advanced Applications**
   From 25 to 35

F. New Program
1. **AS-T Degree in Geology** (27 Units)

G. Major Program Changes
1. **CA in Respiratory Care**
   Move BIOL 21 from core to prerequisite list; change in units (from 88.75-89.75 to 90.75-91.75); **Effective Term: Fall 2014**
2. **AS Degree in Respiratory Care**
   Move BIOL 21 from core to prerequisite list; change in units (from 88.75-89.75 to 90.75-91.75); Effective Term: Fall 2014
   Motion to approve consent agenda; S. Sloan, Second: M. Brynnan, Approval: Unanimous with 1 abstention: R. White

4. **Pending Business**
   A. **New Courses (Effective Term Fall 2014)**
      1. **CSCI 70 – Installing and Configuring Windows Server 2012** (3 Units)
      2. **CSCI 71 – Administering Windows Server 2012** (3 Units)
      3. **CSCI 72 – Configuring Advanced Windows Server 2012 Services** (3 Units)
      Boyd Trolinger represented Computer Science
         - CSCI 60-68 courses were all Microsoft certification courses. This past summer Microsoft made significant updates to their certifications exams
         - This has made the CSCI 60-68 courses obsolete and these new courses now cover the new exams
         - These three courses cover what used to be covered in five courses, which will allow students to complete in one year
         - Motion to vote on CSCI 70, 71, 72 as a block; R. White, Second: S. Bartlett, Approval: Unanimous
         - Motion to waive the two-meeting approval process and approve; S. Wakim, Second: R. White, Approval: Unanimous

   B. **Minor Course Modification**
      1. **LIS 11 – Research Strategies**
         Changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; Effective Term: Fall 2014
         Shirleigh Brannon represented LIS 11
         - The update shows a change in emphasis on internet and materials beyond print books and information housed in library
         - Less emphasis on things like how to write a bibliography and a greater emphasis on looking at information as a commodity, which is available for students to use in a variety of formats
         - Committee Suggestions
          - Description:
            - Change first sentence to: This course is intended for students wishing to improve their information research skills.
            - Change last two sentences to: Students will learn how to identify and define the scope of a research topic and how to effectively research relevant online catalogs, electronic databases and the World Wide Web.
          - Unit title 2 – Change to: The Research Topic
          - Tabled until Recommended Prep levels added

5. **New Business (one meeting approval needed)**
   A. **New Courses (Effective Term Fall 2014)**
      1. **BCIS 76 – Managing Electronic Health Records** (3 Units)
      Connie Petlack represented BCIS
      - A year ago Medical Machine Transcription was deleted as it is no longer being used as a skill in the medical field
      - Electronic Health Records is the new methodology. This course will introduce students to electronic health records and will review all the medical training the students have had before they go on to take work experience
• Motion to waive the two-meeting approval process, block BCIS 75 and 76, and approve; S. Carey, Second: R. White, Approval: Unanimous

2. DRAM 11 – Youth Outreach Theatre (3 Units) (C-ID THTR 191)
   Course Family: Theatre Performance
   Barry Piccinino represented Drama
   • DRAM 12 has historically covered all productions
   • Since repeatability has been removed MUS 10 has been created for musicals. This course will be for Shakespeare in the schools and Youth Outreach
   • Motion to waive the two-meeting approval process and approve DRAM 11; S. Carey, Second: S. Sloan, Approval: Unanimous

B. Course Correction (Information Only)
   1. BCIS 75 – Medical Front Office Procedures
      The department has decided to revert to the old title (drop “Introduction to”)

C. Program Modification
   1. AA-T in Theatre Arts
      Add DRAM 11 as option to DRAM 12
      Motion to waive the two-meeting approval process and approve the program change; S. Carey, Second: S. Sloan, Approval: Unanimous

D. Course Deletions (Information Only)
   1. BIT 10 – Green Building Technology and Practices
   2. BIT 40 – International Residential Code – Building
   3. BIT 41 – International Residential Code – Mechanical
   4. BIT 42 – International Residential Code – Plumbing
   5. BIT 43 – International Residential Code – Electrical
   7. BIT 45 – Non-Residential Mechanical Code
   8. BIT 46 – Non-Residential Plumbing Code
   9. BIT 47 – National Electrical Code
   10. BIT 50 – Introduction to Plan Review
   11. BIT 51 – Applying Residential Codes to Plan Review
   12. BIT 52 – Applying Non-Residential Codes to Plan Review
   13. BIT 53 – Advanced Plan Review
   14. BIT 60 – Computer Use in the Inspection Industry
   15. BIT 61 – Presenting Code Information through Electronics
   16. BIT 62 – Permit Tracking and Calculation Software
   17. BIT 70 – Introduction to Building Inspection
   18. BIT 71 – Soils, Concrete and Masonry in the Built Environment
   19. BIT 72 – Interfacing Fire Concepts with the Building Code
   20. BIT 73 – Building Code and Disabled Accessibility
   21. BIT 74 – Building Permit Technician
   22. BIT 75 – Building Codes for Sustainability
   23. BIT 76 – Existing Building Codes
   24. BIT 77 – Legal Aspects of Code Administration
   25. BIT 78 – Advanced Code Enforcement
   26. BIT 97 – Special Problems-BIT
   27. BIT 99 – Work Experience-BIT
   28. BIT 130 – OSHA 30-Hour for Construction
   29. BIT 260 – Applied Academics for Building Inspection Technology
   30. CNST 10 – Green Building Technology and Practices
32. CNST 25 – Green Building and LEED Certification
33. CNST 103 – Applied Blueprint Reading
34. CNST 104 – Introduction to Residential Construction, Sustainable Building Products and Green Building Practices
35. CNST 105 – Advanced Residential and Commercial Framing with an Emphasis on Green Building Principles
36. CNST 130 – OSHA 30-Hour for Construction

This is the deletion of the BIT program. Discussions are underway to explore the feasibility of an overhaul to the program.
The committee endorsed the deletion of these courses.

6. Miscellaneous Agenda Items
   A. Curriculum Committee Bylaws – Boyd Trolinger
      • A. Membership
         ◦ Strike “The Academic Senate will be informed of issues ongoing in the Curriculum Committee.”
         ◦ Strike “moreover
      • A.1. – Add second sentence: In the event that members cannot be filled as indicated, positions will go out to faculty at large.
      • A.1.a. – Elected by the Curriculum Committee and endorsed by the Academic Senate
      • A.1.c. – “6 Full time faculty and 3 Associated faculty” becomes:
         ◦ 1 Full time faculty CTE
         ◦ 1 Full time faculty TGE
         ◦ 1 Full time faculty Basic Skills
         ◦ 3 Full time faculty At Large
         ◦ 1 Associate faculty CTE
         ◦ 1 Associate faculty TGE
         ◦ 1 Associate faculty At Large
      • 2.a.2. – Reasonable effort will be made the rotate the chairperson among the various academic and support programs considering basic skills, student development, Career and Technical Education, and Transfer and General Education
      • 2.b. – a balance of instructors from all academic and student development areas
      • 2.b. - add to end … and is intended to be inclusive not restrictive
      • 3.a. – Should the chairperson take a leave… a replacement will be selected and confirmed by the Academic Senate President, in the interest of keeping balanced representation.
      • 3.a.  – Separate chair term and leave/replacement into 2 categories
   B. General Education Questions – Boyd Trolinger
   C. Curriculum Committee Chair Extension – Boyd Trolinger
      • S. Carey nominated Boyd Trolinger to extend his chairship for two years, adding it will be difficult to shift chairs right now with ADT’s, repeats, course families, SLO’s, accreditation, etc.
      • Boyd accepted
      • Motion to approve, S. Carey, Second: J. Dahlgren, Approval: Unanimous
   D. January Retreat Cancelled
   E. Next Meeting – February 3, 2014
      • Motion to adjourn; R. White, Second: T. Day, Approval: Unanimous