Lassen Community College
Curriculum and Academic Standards

Minutes of Meeting
January 17, 2012
2:45 PM
Child Development Building
Room 119

The meeting was called to Order at 2:48 PM by Chair Sue Mouck

Members Present
    Ms. Cheryl Aschenbach, Vice Chair
    Dr. Kayleigh Carabajal, Dean of Academic Services
    Mr. Jordan Drury, ASB Representative
    Ms. Noelle Eckley
    Mr. Phil Horner
    Ms. K.C. Mesloh
    Ms. Susan G. Mouck, Chair
    Ms. Alison Somerville, Articulation Officer
    Mr. Garrett Taylor

Members Absent
    Ms. Colleen Baker
    Ms. Elizabeth Elam
    Ms. Lisa Gardiner
    Mr. Kory Konkol

Guests/Visitors
    Ms. Jennifer Bird
    Ms. Dave Trussell

1.   **Aschenbach/Mesloh MSCU: To Approve the Agenda removing action item B and adding F.1. Assignment of Art 23 – Beginning Printing to the discipline of Art**

2.   **Taylor/Somerville MSCU: To Approve the Minutes of December 20, 2011**
    Information Only: Minutes of December 6, 2011

3.   **Action taken by Curriculum Subcommittee**
        None

4. **Action**

   A. **Aschenbach/Horner MSCU: To Approve ART 23 – Beginning Printing**
   Reactivate course with updated course outline. Add course to AS in Digital Graphic Design, AA-T in Art History and AA-T in Studio Art
   Effective: Fall 2012

   A .1.Aschenbach/Mesloh MSCU: To Assign ART 23 – Beginning Printing to the discipline of Art
   Effective: Fall 2012

   B. **WE 1A – Workplace Success**
   Withdrawn at the request of the proposing faculty member.

   C. **Eckley/Horner MSCU: To Approve PHIL 10 – Comparative World Religion**
   Approval for Online Instructional Delivery with appropriate revisions to the course description, method of evaluation, and method of instructional delivery.
   Effective: Spring 2012

   C. **Taylor/Drury MSCU: To Approve Digital Graphic Design Program Student Learning Outcomes for the proposed Associate in Science degree and Certificate of Achievement**
   1. Demonstrate their knowledge of the current, cultural, historical principles and theories of design, utilize the six-step process of designing and write/present a creative brief to visually solve a problem and complete a graphics task/project within a set deadline.

   2. Exhibit technical skill competency while working with industry standard software to solve visual problems for entry-level employment or a career within the Digital Graphic Design/Commercial art/Visual Communication fields.

   3. Assemble several types of portfolios to present to prospective employers and or clients with examples of work spanning the field of Graphic Design both on a traditional and digital level.

   4. Develop working client relationships on a professional level by exhibiting leadership skills and utilizing a team of designers to manage graphics projects from start to finish.

   Effective: Spring 2012

   D. **Aschenbach/Eckley MSCU: To Approve Revision to Certificate of Accomplishment in Graphic Design**
   Revision to existing certificate to change 16 units to 17 units as a result of change in units in Art 51- Lettering Design/Typography from 2 units to 3 units.
   Effective: Fall 2012

Aschenbach/Drury MSCU: To Approve Item F through J2

Sue Mouck advised Dave Trussell that the content review forms for the prerequisites for these fire science courses would have to be considered prior to adoption. Mr. Trussell said that the forms had been sent to Cheryl Aschenbach. Ms. Aschenbach will review her emails and forward the forms to the chair for inclusion on the next agenda.

E.   **FS 23 – Ignitions Operations**
Update from inactive to active, change title form Firing boss to Ignitions Operations and add the following:
Student Learning Outcomes
Upon successful completion of this course, the student will:
>   1. Describe the role and responsibility of the firing boss for planning, execution, safety, training and coordination of a burning operation on an incident.
>   2. Describe commonly used firing devices; their characteristics, applications, safety and transportation requirements, maintenance needs and availability.
>   3. Be able to develop a firing plan demonstrating the knowledge of fire spread, firing techniques, hazards and resource needs.
>   4. Describe the purpose and elements of an on-going or post-firing evolution.

Reason for Change: To meet federal recognition.
Effective: Spring 2012

F.1.   **FS 23 – Ignitions Operations**
Addition of the Recommended Preparation: English 50 and Reading 51 or equivalent placement through the assessment process. Content review forms attached.

F.2.   **FS 23 – Ignitions Operations**
Assignment of FS 23– Ignitions Operations to the discipline of Fire Technology

G.   **FS 70B – Engine Boss (Single Resource)**
New Course needed for Agency Certification.
Effective: Spring 2012

G.1.   **70B – Engine Boss (Single Resource)**
Addition of the Recommended Preparation: English 50 and Reading 51 or equivalent placement through the assessment process. Content review forms attached.

G.2.   **70B – Engine Boss (Single Resource)**
Assignment of FS 70B– Engine Boss to the discipline of Fire Technology

H.   **FS 70C – Crew Boss (Single Resource)**
Change FS Number from 98.03 to FS 70C inactive to active and add
Student Learning Outcomes: Upon successful completion of this course, the student will be able to:
>   1. Describe the proper check-in procedures, and how to lead a crew to complete a specific given task while on an incident.

2. Given a description of a tactical assignment, the student will be able
to develop a strategy considering consequences and contingencies.
3. Describe the proper demo procedures.
Effective: Spring 2012

H.1.   **FS 70C – Crew Boss (Single Resource)**
Addition of the Recommended Preparation: English 50 and Reading 51 or equivalent
placement through the assessment process. Content review forms attached.

H.2.   **FS 70C – Crew Boss (Single Resource)**
Assignment of FS 70C– Crew Boss to the discipline of Fire Technology

I.   **FS 87 - Expanded Dispatch Recorder (D-110)**
Change number from 48.31 to FS 87 Change course title from Dispatch Recorder
to Expanded Dispatch Recorder, inactive to active, and add the following
Student Learning Outcomes
Upon successful completion of this course, the student will be able to:
1. Describe the purpose and structure of expanded dispatch
2. Describe the role and responsibility of the expanded dispatch
recorder
3. Demonstrate how to mobilize and demobilize incident resources
using established dispatch ordering channels forms
4. Describe how to communicate effectively and foster positive
interpersonal working relationships.
Reason for Change: To meet federal requirements and update course and number.
Effective: Spring 2012

I.1.   **FS 87 - Expanded Dispatch Recorder (D-110)**
Addition of the Recommended Preparation: English 50 and Reading 51 or equivalent
placement through the assessment process. Content review forms attached.

I.2.   **FS 87 - Expanded Dispatch Recorder (D-110)**
Assignment of FS 87– Expanded Dispatch Recorder to the discipline of Fire
Technology

J.   **FS 88 - Initial Attack Incident Commander**
Change course number from 48.16 to FS 88 from inactive to active and add
Student learning outcomes
Upon successful completion of this course, the student will be able to:
1. Describe the essential data needed to lead an initial attack.
2. Describe how to perform a size up of the fire.
3. Describe how to deploy your initial attack resources.
Reason for Change: To meet federal recognition
Effective: Spring 2012

J.1.   **FS 88 - Initial Attack Incident Commander**
Addition of the Recommended Preparation: English 50 and Reading 51 or equivalent
placement through the assessment process. Content review forms attached.

J.2.   FS 88 - Initial Attack Incident Commander
Assignment of FS 88–Initial Attack Incident Commander to the discipline of Fire Technology

5.   Discussion

None

6.   Future Dates

Curriculum/Academic Standards Meeting Schedule (1$^{\text{st}}$ and 3$^{\text{rd}}$ Tuesdays at 2:45 pm)

Fall 2011	Spring 2012
August 30	January 17
September 20	February 7, 21
October 4, 18	March 6, 20
November 1, 15	April 17
December 6	May 1, 15

Note: Additional meetings may be scheduled as needed.

7.   Information

It was announced that the Associate in Arts in Sociology for Transfer was approved by the Chancellor's Office.

Reminder: The following instructional programs are due. Curriculum Review (course outlines) should be done early in the process.

Instructional Program Reviews Due
Administration of Justice (2012)
Agriculture (2012)
Automotive Technology Program (2009/2012)
Business (2012)
Child Development (2012)
Fine Arts/Humanities (2012)
Gunsmithing Program (2011)
Human Services Program (2009/2012)
Journalism Program (2011)
Social Science Program (2011)

8.   Any Person Having Business Not on the Agenda

Phil Horner questioned the reason for reviewing textbooks if the committee has no authority to reject textbooks. He was advised that the faculty have the responsibility for selecting textbooks. Subject area faculty have the expertise to make textbook decisions. Noelle Eckley provided an example from mathematics where an older edition for a textbook might actually be a better selection for students because of the accuracy of the answer key in the back of the book, which can be lost in subsequent editions. The five-year currency requirement that has been referenced during recent meetings is a requirement for CID acceptance and articulation with four-year institutions and does not apply to all courses.

9.   Adjournment
Mouck: Meeting Adjourned 3:05 PM.

10.   Future Agenda