



Lassen Community College  
Curriculum and Academic Standards

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Notice of Regularly Scheduled Meeting  
May 5, 2015 - Tuesday  
3:00 PM  
MS 125

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**Call to Order @3:00pm**

**Members Present:**

Ms. Cheryl Aschenbach, Chair  
Ms. Elizabeth Elam  
Ms. Lisa Gardiner  
Mr. Kory Konkol  
Mr. Chad Lewis  
Mr. Cory McClellan  
Ms. KC Mesloh  
Ms. Susan G. Mouck  
Ms. Fran Oberg  
Dr. Terri Armstrong Vice President of Academic Services/Athletic Director  
Ms. Alison Somerville, Articulation Officer, Vice Chair  
Ms. Stephney Stuart

**Members Absent:**

ASB Representative  
Ms. Toni Poulsen  
Dr. Terri Armstrong Vice President of Academic Services/Athletic Director

**Guests:**

Dr. Marlon Hall Superintendent/President  
Ms. Josetta Mata

**Staff:**

Ms. Susan Kelley, Instructional Services Technician

1. **Agenda Approval (Oberg/Gardiner: MSCU)**
2. **Approve Meeting Minutes: April 21, 2015 meeting (Oberg/Elam with the addition of WT 45 to items F & I in electives: MSCU)**  
Information only: March 31, 2015 Approved Minutes
3. **Action taken by Curriculum Subcommittee**
  - A. **AT 66 Manual Drive Train**  
Approved textbook change  
*Manual Drivetrains and Axles*, 6<sup>th</sup>-ed., with MyAutomotiveLab, ISBN:  
9780132910859, MyPearsonStore.com

Students who want a print copy of the text and access to the online Mindtap will need the following: Manual Transmissions and Transaxles 6<sup>th</sup> Edition by Erjavec Bundle Book plus MindTap Printed Access Code: ISBN 9781305697942

Students who want an E-book and access to online Mindtap will need the following: Manual Transmissions Printed Access Card MT: ISBN 9781305274945

Effective: Fall 2015

**B. AT 68 Automatic Transmissions**

Approved textbook change

~~Automatic Transmissions and Transaxles, 5<sup>th</sup> ed., with MyAutomotiveLab, ISBN: 9780132910866, MrPearsonStore.com~~

Students who want a print copy of the text and access to the online Mindtap will need the following: Today's Technician: Automatic Transmissions and Transaxles Classroom Manual and Shop Manual, 6th Edition Automatic Transmissions Book bundled with Printed Access Card MT: ISBN 9781305697959

Students who want an E-book and access to online Mindtap will need the following: Automatic Transmissions Printed Access Card MindTap: ISBN 978130529454

Effective: Fall 2015

**C. AT 82 Engine Performance I**

Approved textbook change

~~James D. Halderman. Advanced Engine Performance, 5<sup>th</sup> ed., Prentice Hall, 2012. ISBN: 9780132540094~~

Students who want a print copy of the text and access to the online Mindtap will need the following: Today's Technician: Automotive Engine Performance, Classroom and Shop Manuals, 6th Edition Bundle Book plus MindTap Printed Access Code: ISBN 9781305424524

Students who want an E-book and access to online Mindtap will need the following: Engine Performance Printed MindTap Access Code: ISBN 9781305274891

Effective: Fall 2015

**D. BUS 34A Microsoft Word Beginning**

Approved textbook change

~~New Perspectives on Microsoft Word 2010: Comprehensive, 1<sup>st</sup> Edition, Zimmerman and Zimmerman. Cengage Learning (2011) ISBN: 9780538748926~~

Microsoft Word 2013: Complete, 1<sup>st</sup> Edition, 2014, Misty Vermaat. Cengage Learning, ISBN 13- 9781285167725

Effective: Fall 2015

**E. BUS 34B Microsoft Word Advanced**

Approved textbook change

~~New Perspectives on Microsoft Word 2010: Comprehensive, 1<sup>st</sup> Edition, Zimmerman and Zimmerman, Cengage Learning (2011) ISBN: 9780538748926.~~

Microsoft Word 2013: Complete, 1<sup>st</sup> Edition, 2014, Misty Vermaat.  
Cengage Learning, ISBN 13- 9781285167725  
Effective: Fall 2015

**F. ENGL 22 Creative Writing**

Approved textbook changes

~~Padgett, Ron, *The Teachers and Writers Handbook of Poetic Forms*, 2<sup>nd</sup> edition, 2000, Teachers and Writers Collaborative, ISBN 10-0915924609. ISBN 13-978-0915924608~~

~~AND~~

~~Starkey, David. *Creative Writing: Four Genres in Brief*, 2<sup>nd</sup> edition, 2012, Bedford/St. Martin's, ISBN 10-1457611562. ISBN 13-978-1457611568~~

Ed. Bausch, Richard and R.V. Cassill, *The Norton Anthology of Short Fiction*. 8<sup>th</sup> edition. 2015, New York: W.W. Norton and Co., ISBN: 978-0-39393775-6

AND

Ed. J.D. McClatchy, *The Vintage Book of Contemporary Poetry*. 2<sup>nd</sup> edition, 2003, New York: Vintage Books. ISBN: 1-4000-3093-5 or ISBN 9781400030934

Effective: Fall 2015

**G. FS 98.21 Volunteer Fire Academy**

Approved Textbook change

~~*Essentials of Fire Fighting and Fire Department Operations*, 5<sup>th</sup> edition, 2008, ISBN: 9780135151112~~

*IFSTA, Essentials of Fire Fighting and Fire Department Operations*, 6<sup>th</sup> edition, 2013, Pearson Education, ISBN# 9780133140804

Effective: Fall 2015

**H. PHIL 10-Comparative Religions**

Approved change in Textbook.

~~Matthews, Warren, *World Religions*, 6<sup>th</sup> edition, 2010, Wadsworth Cengage, ISBN 9780495603856, eBook ISBN 9781439024874~~

Urubshurow, Victoria; *Introducing World Religions*, 1<sup>st</sup> edition, 2008, Routledge, ISBN 9780415772709; eBook ISBN 9780980163308

This is an updated text with a more modern academic perspective on how to interpret and understand religions.

Effective: Fall 2015

**H. WT 36 Welding Theory & Practice-Oxyacetylene**

Reviewed for IPR with no recommended change.

**I. CTE/Transitions High School articulation Agreements with LCC**

Approved Articulation Agreements with LCC for 2015-2016

*The spreadsheet (attached to the minutes) shows the past, current, and proposed future articulation agreements with our local schools. This is done every other year. Students completing the articulated courses in high school will be eligible for LCC College credit.*

#### 4. Action

A. **AGR 49, AJ 49, ART 49, AT 49, BUS 49, CD 49, FS 49, GSS 49, HO 49, HUS 49, JOUR 49, WT 49, WE 1, & WE 2 (Elam/Somerville: MSCU)**

Approved all 49 courses for Hybrid Delivery.  
Effective: Fall 2015

B. **AGR 49, AJ 49, ART 49, AT 49, BUS 49, CD 49, FS 49, GSS 49, HO 49, HUS 49, JOUR 49, WT 49, WE 1, & WE 2 (Oberg/Lewis: MSCU)**

Approved adding all 49 courses and WE courses to Area E1 Health and Activities in General Education. These will replace the 49A courses that were inactivated.  
Effective: Fall 2015

C. **CA 31 Computer Applications I (Oberg/Lewis: MSCU)**

Approved change in course description and course content.  
Align course to Microsoft Office Specialist [MOS] exam content  
**Catalog Description**

Use of currently and widely-used application software, including spreadsheets, data bases, word processors and graphics programs. Practical experience for familiarity and skill in operating software as well as problem solving in business applications will be stressed. **Course is designed to meet the preparatory needs of students seeking to pass the Microsoft Office Specialist [MOS] exams in Word, Access, and Excel.** This course has been approved for online delivery.

Effective: Fall 2015

D. **ENGL 1 College Composition (Gardiner/Mesloh: MSCU)**

Approved changes to Prerequisite Skills, Recommended Preparation, Course Objectives, Course Content F. Topic Sentence & Transitions, Assignments B. Writing Assignments, D. Specific Assignments that Demonstrate Critical Thinking, and Representative Texts and Supplies.

The proposed changes to the outline can be categorized as follows:

A. The need to revise some sections based on grammatical (spelling) errors.

B. The need to update language associated with assignments, specifically “word counts,” to allow instructor flexibility in lesson planning that more adheres to the language used in the C-ID code standards.

C. The need to allow students the option to purchase either a newer version of the textbook or allow them to maintain their current edition (any edition that follows the major 2009 MLA updates).

**Catalog Description**

A refinement of the skills of writing and critical reading, emphasizing the relationship **between** purpose and form, clarity, coherence and unity, accuracy of expression, the development of the writer's voice and style, the elements of critical thinking, and the development of the research paper and its specific strategies to prepare for university studies. This course has been approved for online and correspondence delivery.

Textbook change:

Hacker, Diana. *A Writer's Reference*, 7<sup>th</sup> ed. Boston. Bedford/St. Martin's, 2011. ISBN-13: 978-0-312-60143-0, or 8<sup>th</sup> edition ISBN-13: 978-1457666766

Effective: Fall 2015

**E. ENGL 9 Critical Thinking and Composition (Gardiner/Mesloh: MSCU)**

Approved changes to Prerequisite Skills, Recommended Preparation, Course Objectives, Course Content F. Topic Sentence & Transitions, Assignments B. Writing Assignments, D. Specific Assignments that Demonstrate Critical Thinking, and Representative Texts and Supplies

The proposed changes to the outline can be categorized as follows:

A. The need to revise some sections based on grammatical (spelling) errors.

B. The need to update language associated with assignments, specifically “word counts,” to allow instructor flexibility in lesson planning that more adheres to the language used in the C-ID code standards.

C. The need to allow students the option to purchase either a newer version of the textbook or allow them to maintain their current edition (any edition that follows the major 2009 MLA updates).

Textbook change:

Hacker, Diana, *A Writer's Reference*. 7<sup>th</sup> edition, 2011, Boston. Bedford/St.

Martin's, ISBN-13: 978-0-312-60143-0, or 8<sup>th</sup> edition ISBN-13: 978-1457666766

Effective: Fall 2015

**F. PHYS 2A General Physics I (McClellan/Stuart: MSCU)**

Approved removing Math 7-Trigonometry as a prerequisite and replacing it with MATH 60-Intermediate Algebra. Student access, complete trigonometry course content is not required to master physics material; right-angle trigonometry is accomplished in Math 60.

Effective: Fall 2015

**G. Associate in Science Degree Agriculture Science and Technology (Mesloh/Gardiner: MSCU)**

Approved the following changes: Add AGR 19-Introduction to Soil Science to core, remove CA 31-Computer Applications I and CA 32- Computer Applications II from core, and add AGR 12-Animal Health and Disease and AGR 3-Introduction to Agriculture Business to required electives.

Effective: Fall 2015

**Total Units for the Associate in Science Degree: 60 Units**

**Required Core Courses: ~~30~~ 31 Units**

Course No	Course Title	Units
AGR 1	Agricultural Accounting	3.0
<b>OR</b>		
BUS 13	Basic Accounting	3.0
AGR 2	Agricultural Economics	3.0
AGR 9	Food and Animal Selection	3.0
AGR 10	Introduction to animal Science	3.0
AGR 11	Beef Cattle Production	3.0
AGR 13	Feeds and Feeding	3.0
AGR 14	Equine Science	3.0
<b>AGR 19</b>	<b>Introduction to Soil Science</b>	<b>3.0</b>
AGR 20	Introduction to Plant Science	4.0
AGR 40	Basic Agricultural Mechanics	3.0
<del>CA 31</del>	<del>Computer Application I or</del>	<del>2.0</del>

CA 32 ~~Computer Application II~~ 2.0

**Required Electives: Select 6 Units from the following**

**AGR 3** Introduction to Agricultural Business 3.0  
AGR 8 Introduction to Animal Production 3.0  
**AGR 12** Animal Health and Disease 3.0  
AGR 31 Bovine Embryo Transfer 3.0  
AGR 41 Farm Tractors and Farm Power 3.0  
AGR 61 Introduction to Bovine Reproduction 1.5

**Electives: 6 5 units select any courses numbered 1-99 to satisfy this requirement.**

Effective: Fall 2015

*Why is AGR 61 in the electives when it is only 1.5 units?*

**H. Agriculture Science and Technology Certificate of Achievement (Gardiner/Elam: MSCU)**

Approved the following changes: Add AGR 19-Introduction to Soil Science to core, remove CA 31-Computer Applications I and CA 32- Computer Applications II from core, and add AGR 12-Animal Health and Disease and AGR 3-Introduction to Agriculture Business to required electives.

**Total Units for the Certificate of Achievement: ~~33~~ 34 Units**

**Required Core Courses: ~~30~~ 31 Units**

Course No	Course Title	Units
AGR 1	Agricultural Accounting	3.0
<b>OR</b>		
BUS 13	Basic Accounting	3.0
AGR 2	Agricultural Economics	3.0
AGR 9	Food and Animal Selection	3.0
AGR 10	Introduction to animal Science	3.0
AGR 11	Beef Cattle Production	3.0
AGR 13	Feeds and Feeding	3.0
AGR 14	Equine Science	3.0
<b>AGR 19</b>	<b>Introduction to Soil Science</b>	<b>3.0</b>
AGR 20	Introduction to Plant Science	4.0
AGR 40	Basic Agricultural Mechanics	3.0
CA 31	<del>Computer Application I</del>	<del>2.0</del>
CA 32	<del>Computer Application II</del>	<del>2.0</del>

**Required Electives: Select 3 Units from the following**

**AGR 3** Introduction to Agricultural Business 3.0  
AGR 8 Introduction to Animal Production 3.0  
**AGR 12** Animal Health and Disease 3.0  
AGR 31 Bovine Embryo Transfer 3.0  
AGR 41 Farm Tractors and Farm Power 3.0  
AGR 61 Introduction to Bovine Reproduction 1.5

Effective: Fall 2015

**I. Animal Science Certificate of Accomplishment (Gardiner/Elam: MSCU)**

Approved removal of AGR 31-Bovine Embryo Transfer; replace it with AGR 12-Animal Health and Disease.

**Total units for Certificate of Accomplishment:**



**Animal Science: 16.5 Units**

Course No	Course Title	Units
AGR 8	Introduction to Animal Production	3.0
AGR 10	Introduction to animal Science	3.0
AGR 11	Beef Cattle Production	3.0
<b>AGR 12</b>	<b>Animal Health and Disease</b>	<b>3.0</b>
AGR 13	Feeds and Feeding	3.0
<del>AGR 31</del>	<del>Bovine Embryo Transfer</del>	<del>3.0</del>
AGR 61	Introduction to Bovine Reproduction	1.5

Effective: Fall 2015

**J. Associate in Science Degree University Studies – Biological Science Major Preparation (McClellan/Elam: MSCU)**

Approved inactivation of degree.

Effective: Pending Chancellor's office **approval** of AS Degree in Biology for Transfer.

**5. Discussion**

*Kory asked if he could pre-order books for WT 51 before Chancellor's Office approval. Cheryl stated that we cannot schedule the class until Chancellor's Office approval, and books should not be ordered until the class is in the schedule.*

*We will tentatively plan on meeting on May 19<sup>th</sup>. Cheryl will review what we have and decide next week if we need to meet.*

**6. Future Dates**

**Curriculum/Academic Standards Meeting Schedule for First and Third Tuesdays at 3:00 PM in the MS 125**

*Note: Additional meetings may be scheduled as needed.*

**Spring**

If needed May 19<sup>th</sup>

**7. Information**

**Community Service**

**Painting for Personal Enrichment**

9/1/15 – 12/10/15

Cost: \$60.00 per student

With Michael Giampaoli

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

**Instructional Program Reviews Due**

Agriculture – May 2014

Human Services-Sept 2015

History/Social Science/Sociology/Psychology/Anthropology-Sept 2015

Work Experience-Sept 2015

Fire Technology- Sept 2015

Gunsmithing-Sept 2015

Welding-Sept 2015  
Vocational Nursing-Sept 2015

**Any Person Having Business Not on the Agenda**

**Adjournment (McClellan/Konkol @ 3:20)**

**Future Agenda**

APPROVED