



May 20, 2014 - Tuesday

3:00 PM

TECC - HU102

Meeting Called to Order at 3:05 pm

Members Present:

Ms. Cheryl Aschenbach, Chair
Ms. Elizabeth Elam
Mr. Chad Lewis
Mr. Cory McClellan
Ms. K.C. Mesloh, Transfer Center Assistant
Ms. Susan G. Mouck
Ms. Fran Oberg
Dr. Tammy Robinson, Dean of Instructional Services
Ms. Alison Somerville, Articulation Officer, Vice Chair

Staff Present:

Ms. Debbie Shockley, Instructional Services Technician

Members Absent:

ASB Representative – Elizabeth Fernandez
Ms. Lisa Gardiner
Mr. Kory Konkol
Ms. Toni Poulsen
Ms. Stephney Stuart

Guests:

Mr. Patrick Walton
Ms. Jennifer Bird

1. **Agenda Approved with Additions (Gardiner/Konkol: MSCU)** *(Add Action Item V. HO054 to AA/AS General Education Area A. Discussion A. FS-65 New Course.)*
2. **Approve Meeting Minutes: May 6, 2014 meeting (Elam/McClellan: MSC with 1 Abstaining – Lewis)**
3. **Action taken by Curriculum Subcommittee**
 - A. **ART-10A- Beginning Painting**
Revised textbook to add **Margaret Kessler, *Color Harmony in Your Paintings*, North Light Books, ISBN 10: 1-4403-2392-5, 2004.**
Effective: Fall 2014
 - B. **ART-10B - Intermediate Painting**
Revised textbook to add **Margaret Kessler, *Color Harmony in Your Paintings*, North Light Books, ISBN 10: 1-4403-2392-5, 2004.**
Effective: Fall 2014
 - C. **ART-10C - Advanced Painting**
Revised textbook to add **Margaret Kessler, *Color Harmony in Your Paintings*, North Light Books, ISBN 10: 1-4403-2392-5, 2004.**
Effective: Fall 2014

- D. ART-10D - Portfolio Painting**
Revised textbook to add **Margaret Kessler, *Color Harmony in Your Paintings, North Light Books, ISBN 10: 1-4403-2392-5, 2004.***
Effective: Fall 2014
- E. ART-18 – Advanced Life Drawing**
Revised textbook to add **Margaret Kessler, *Color Harmony in Your Paintings, North Light Books, ISBN 10: 1-4403-2392-5, 2004.***
Effective: Fall 2014
- F. AT-64 – Diesel Repair and Maintenance**
Revised textbooks to remove: ~~Gus Wright, *Automotive Diesel Technology First Edition, ISBN 9780131574533;*~~ and replace it with **Sean Bennett, *Light Duty Diesels, ISBN 9781435480476.***
Effective: Fall 2014
- G. AT-72 – Engine Repair and Machining-Short Block**
Revised textbooks to remove: ~~Halderman, *Automotive Engines Theory and Servicing 7th Edition, ISBN: 9780135103838;*~~ and replace it with ***AUTOMOTIVE ENGINES: DIAGNOSIS REPAIR REBUILDING, ISBN: 9781305426801.***
Effective: Fall 2014
- H. AT-74 – Engine Repair and Machining-Cylinder Heads**
Revised textbooks to remove: ~~Halderman, *Automotive Engines Theory and Servicing 7th Edition, ISBN: 9780135103838;*~~ and replace it with ***AUTOMOTIVE ENGINES: DIAGNOSIS REPAIR REBUILDING, ISBN: 9781305426801.***
Effective: Fall 2014
- I. HUS-10 – Introduction to Human Services**
Revised textbook to remove: ~~An Introduction to Human Services, Woodside and McClam, Brooks/Cole, Cengage Learning, ISBN: 978-0-8400-3371-0, 2012;~~ and replace with **Woodside and McClam, *An Introduction to the Human Services, 8th ed., ISBN: 9781285749921.***
Effective: Fall 2014

4. Action

- A. BIOL-32L General Life Science Laboratory (McClellan/Elam: MSCU)**
Approve new course. BIOL 32 - General Life Science will provide a new biological science with a laboratory option for general education students. The courses (BIOL 32 and BIOL 32L) will also meet a core requirement in the AA-T Elementary Teacher Education degree currently in development. *There was discussion as to whether a student can take this class by itself if they have already taken BIOL-32. It was determined that the Lab can only be taken with the Course. If a student would like to take the Lab they need to Audit BIOL-32 with the co-requisite of BIOL-32L for 1 unit.*
Effective: Fall 2014
- B. BIOL-32L General Life Science Laboratory (McClellan/Elam: MSCU)**
Approve Content Review to make BIOL-32 General Life Science a Co-Requisite to BIOL-32L General Life Science Laboratory.
Effective: Fall 2014

- C. BIOL-32L General Life Science Laboratory (McClellan/Elam: MSCU)**
Assign BIOL-32L General Life Science Laboratory to the Discipline of Biological Sciences.
Effective: Fall 2014
- D. ENGL-102 – Basic Writing (McClellan/Mesloh: MSCU)**
Approve local inactivation of course.
Effective: Fall 2014
- E. ENGL-103 – Introduction to Basic Writing (McClellan/Mesloh: MSCU)**
Approve local inactivation of course.
Effective: Fall 2014
- F. HO-54 – Basic Structure and Function of the Human Body (Mesloh/Oberg: MSCU)**
Reactivate course and revise Student Learning Outcomes, Writing Assignments and textbooks.
Effective: Fall 2014
- G. HO-54 – Basic Structure and Function of the Human Body (McClellan/Mesloh: MSCU)**
Revise Discipline to remove Licensed Vocational Nursing.
Effective: Fall 2014
- H. HO-81A - Medical Assisting A (Mesloh/Elam: Tabled)**
Approve for new course in Medical Assisting.
There was discussion based on the meeting with Advisory Board. They are wanting the Medical Assistants to be Certified and this and HO-80B do not meet those needs. The decision to table the approval was made so additional information could be obtained.
Effective: Fall 2014
- I. HO-81A - Medical Assisting A (Mesloh/Elam: Tabled)**
Assign HO-80A Medical Assisting A to the Discipline of Health Care Ancillaries.
Effective: Fall 2014
- J. HO-3 – Medical Terminology (Mesloh/Elam: Tabled)**
Approve Content Review to make HO-3 Medical Terminology a Pre-Requisite to HO-81A Medical Assisting A.
Effective: Fall 2014
- K. HO-54 – Basic Structure and Function of the Human Body (Mesloh/Elam: Tabled)**
Approve Content Review to make HO-54 Basic Structure and Function of the Human Body a Pre-Requisite to HO-81A Medical Assisting A.
Effective: Fall 2014
- L. HO-81B - Medical Assisting B (Mesloh/Elam: Tabled)**
Approve for new course in Medical Assisting.
Effective: Fall 2014
- M. HO-80B - Medical Assisting B (Mesloh/Elam: Tabled)**
Assign HO-80B Medical Assisting B to the Discipline of Health Care Ancillaries.
Effective: Fall 2014

- N. HO-81A - Medical Assisting A (Mesloh/Elam: Tabled)**
 Approve Content Review to make HO-81A a Pre-Requisite to HO-81B Medical Assisting B.
 Effective: Fall 2014
- O. READ-51 – Effective Reading and Study Skills (McClellan/Somerville: MSCU)**
 Approve local inactivation of course.
 Effective: Fall 2014
- P. READ-101 – Basic Reading and Study Skills (McClellan/Somerville: MSCU)**
 Approve local inactivation of course.
 Effective: Fall 2014
- Q. VN-51 – Nursing Fundamentals (Mouck/Somerville: Tabled)**
 Revise course to remove Program Prerequisites.
This was tabled until further research is done regarding stating Program Prerequisites in a Course is appropriate.
 Effective: Fall 2014
- R. LCC General Education Area C – Humanities (Mouck/McClellan: MSCU)**
 Remove ART19A (2.0 units) from GE Area C. Title V requires that students complete 3.0 units in each area, but ART 19A is only 2.0 units.
 Effective: Fall 2014
- S. LCC General Education Area E2 – Health and Physical Activities (Mouck/McClellan: MSCU)**
 Remove the following courses from GE Area E2: PE 20I, 21I, 22I, 23I, 24I, 25I PEAC 20A, 21A, 22A, 23A, 25A, 35A, 36, 37, 38, 40, 54.
 Add the following courses to GE Area E2: PEAC 2B, 2D, 5B, 5D, 6B, 6D, 7D, 9B, 9D, 10D. Courses to be removed have been inactivated within the last year. Courses to be added have been approved by Curriculum within the last year.
 Effective: Fall 2014
- T. Associate in Arts in Kinesiology for Transfer (Mesloh/Lewis: MSCU)**
 Approve the proposed degree.
 Total Units for the Associate in Arts Degree: 60 Units
 Required Core Courses: 14 Units

Course No.	Course Description	Units
PE-15	Introduction to Kinesiology	3
BIOL-25	Human Anatomy & Physiology I	4
BIOL-26	Human Anatomy & Physiology II	4
<u>Select 3 Units from the following:</u>		
PEAC-16	Walking for Fitness	1
PEAC-32D	Fitness Center	1
PEAC-44	Yoga	1
PEAC-34	Golf Skills	1
PEAC-14	Bowling	1
PEAC-2B	Pre-Season Skills & Conditioning for Soccer	1

PEAC-5D	Off-Season Skills & Conditioning for Basketball	1
PEAC-6B	Pre-Season Skills & Conditioning for Wrestling	1
PEAC-9B	Pre-Season Skills & Conditioning for Volleyball	1

Select 6-10 units (2 courses) from the following:

MATH-40	Elementary Statistics	3
CHEM-1A	General Chemistry I	5

Completion of either the CSU General Education or IGETC Option 39-42 Units

Remaining Units to Total 60 Units may be selected from electives. Courses must be numbered 1 – 49.

Effective: Fall 2014

U. Associate in Arts in Kinesiology for Transfer (Mesloh/Lewis: MSCU)

Approve the program Student Learning Outcomes.

Upon completion of the Associate in Arts Degree in Kinesiology for Transfer student will be able to:

1. Describe the historical, ethical, and philosophical foundations of Kinesiology
2. Defend a philosophy of physical activity that includes goals for lifetime fitness.
3. Demonstrate increased muscular strength, muscular endurance, and cardiovascular endurance specific to a team or individual sport or activity.
4. Apply the scientific method by stating a question; researching the topic; determining appropriate tests; performing tests; collecting, analyzing, and presenting data; and finally proposing new questions about the topic.
5. Relate the structures and functions of the various body systems studied to the metabolic activities of a single selected body cell.

Effective: Fall 2014

V. HO-54 - Basic Structure and Function of the Human Body (Mesloh/Elam: MSCU)

Approve adding HO-54 to AA/AS General Education Area A.

5. Discussion

A. FS-65 – Fire Prevention 1

Propose new course to meet agency requirements.

6. Future Dates

Curriculum/Academic Standards Meeting Schedule (first and third Tuesdays)

Note: Additional meetings may be scheduled as needed.

7. Information

A. Community Service Course

Jewelry Making class from 6/11/14 through 7/2/14. The cost will be \$75.00 per student. The instructor will be Randy Panfilio.

- B. AA-T in Anthropology**
Degree 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
Welding Technology – May 2013
Agriculture – May 2014

8. **Any Person Having Business Not on the Agenda**
9. **Adjournment at 3:44 PM (Elam/Lewis: MSCU)**
10. **Future Agenda**

APPROVED