



Notice of Regular Meeting
December 20, 2011 - Tuesday
2:45 PM
Child Development Building
Room 119

The meeting was called to Order at 2:46 PM by Chair Sue Mouck

Members Present

Ms. Angela Alfaro, ASB Representative
Ms. Cheryl Aschenbach, Vice Chair
Ms. Colleen Baker
Dr. Kayleigh Carabajal, Dean of Academic Services
Ms. Elizabeth Elam
Ms. Lisa Gardiner
Mr. Phil Horner
Ms. K.C. Mesloh
Ms. Susan G. Mouck, Chair
Ms. Alison Somerville, Articulation Officer
Mr. Garrett Taylor

Members Absent

Ms. Noelle Eckley
Mr. Kory Konkol

Guests/Visitors

Ms. Jennifer Bird
Ms. Lori Collier
Ms. Deborah Shockley
Ms. Dave Trussell

1. **Mesloh/Somerville MSCU: To Approve the Agenda**
2. **Aschenbach/Baker MSCU: To Approve the Minutes of December 6, 2011**
Approved with a change: In Item 8-Information-Instructional Program Reviews Due, remove Vocational Nursing Program (2011), which has been completed.
Information Only: Minutes of November 15, 2011

3. **Action taken by Curriculum Subcommittee**

Chair Mouck asked members if they had any questions to the Subcommittee Actions. Dr. Carabajal commented that it was important that faculty understand that looseleaf textbooks could not be sold back to the bookstore at the end of the semester. Although looseleaf books might seem like a good idea the potential increased cost to students should be considered in adopting that format. Mr. Horner questioned the textbook for AT 24. He had gone online and found a newer edition and another book, which seemed more directly related to the content of the course. He was advised that textbook selection is the prerogative of the faculty and often the selection of the textbook is motivated by factors other than the most recent edition.

A. **AT 24 – Engine Electrical**

Recommended Change: It is recommended the following text be used for the above course: Automotive Technology Principles, Diagnosis, and Service 3rd Edition by James D. Halderman, ISBN-13:978-0-13-135925-3.
Effective: Spring 2012

B. **AT 25 – Tune-Up**

Recommended Change: It is recommended the following text be used for the above course: Automotive Technology Principles, Diagnosis, and Service 3rd Edition by James D. Halderman, ISBN-13:978-0-13-135925-3.
Effective: Spring 2012

C. **AT 32 – Conditioning and Accessories**

Recommended Change: It is recommended the following text be used for the above course: Automotive Technology Principles, Diagnosis, and Service 3rd Edition by James D. Halderman, ISBN-13:978-0-13-135925-3.
Effective: Spring 2012

D. **AT 36 – General Automotive Lab**

No Recommended Change.
Effective: Spring 2012

E. **PHSC 1 – Physical Science**

Recommended Change: Update Textbook to Krauskopf, The Physical Universe, 14th Edition (2012), Looseleaf (ISBN 9780077546205) or regular textbook (ISBN 9780073512167).
Effective: Spring 2012

4. **Action**

A. **Mesloh/Gardiner MSCU: To Approve Art 64 – Digital Illustration**

Proposal to add a new 3 unit, 34-hour lecture and 51-hour laboratory course to the graphic design curriculum. The proposed course would be included in the core requirements for both AS degree and Certificate of Achievement in Digital Graphic Design.
Effective: Fall 2012

Ms. Mesloh indicated that this course was an Upper Division number at Chico and that we need to change the Course number to a non-transferable number. Passed with the provision that the number will be changed. [The number was subsequently changed to Art 64]

B. Mesloh/Baker MSCU: To Approve Art 65 – Advanced Web Page Design

Proposal to add a new 2 unit, 17-hour lecture and 51-hour laboratory course to the graphic design curriculum. The proposed course would be included as an elective in the AS degree and a core requirement for the Certificate of Achievement in Digital Graphic Design.

Effective: Fall 2012

Ms. Mesloh indicated that this course was an Upper Division number at Chico and that we need to change the Course number to a non-transferable number. Passed with the provision that the number will be changed. [The number was subsequently changed to Art 65]

C. Aschenbach/Elam MSCU: To Approve to Art 60B – Advanced Production Graphics

Proposal to add a new 2 unit, 17-hour lecture and 51- hour laboratory course to the graphic design curriculum. The proposed course would be included in the core requirements for both AA degree and Certificate of Achievement in Digital Graphic Design.

Effective: Fall 2012

D. Aschenbach/Elam MSCU: To Approve the Associate in Arts in Art History for Transfer

Proposal to add an Associate in Arts in Art History for Transfer Degree

Effective: Fall 2012 (pending approval by the Chancellor's Office)

Ms. Mesloh recommended that the "X" in the GE column of TMC form. Ms. Mouck indicated that she would make that correction.

E. Aschenbach/Elam MSCU: To Approve the Associate in Arts in Studio Art for Transfer

Proposal to add an Associate in Arts in Studio Art for Transfer Degree

Effective: Fall 2012(pending approval by the Chancellor's Office)

Ms. Mesloh recommended that the "X" in the GE column of TMC form. Ms. Mouck indicated that she would make that correction.

F. Mesloh/Baker MSCU: To Approve the establishment of a Digital Graphic Design Program with an Associate in Science Degree in Digital Graphic Design and a Digital Graphic Design Certificate of Achievement

Proposal to add a new vocational program in Digital Graphic Design [TOP #1030.00] with an Associate in Science Degree and Certificate of Achievement option to the existing program options at the college.

Effective: Fall 2012 (pending approval by the Chancellor's Office)

5. Discussion

A. WE 1A – Workplace Success

Proposal to add a new course for Work Experience.

Effective: Fall 2012

Ms. Gardiner indicated that work experience students need additional support dealing with basic work skill issues such as time management, reliability and meeting employer expectations. The proposed course will provide lecture on these and other topics relevant to all general work experience students. She is considering making the course a corequisite for students taking work experience especially general work experience for the first time. Ms. Mesloh will research the use of the Course Number. Will move to Action for the next meeting with any appropriate modifications.

B. ART 23 – Beginning Printing

Update course outline to meet current standards. Make course outline meet current standards. This course will become part of the required courses for the AS in Digital Graphic Design and will be an elective in the AA-T Art History and AA-T Studio Arts.
Effective: Fall 2012

Will move to Action for the next meeting with any appropriate modifications.

C. FS 23 – Ignitions Operations

Update from inactive to active, change title from 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

The Lassen College course was added as the prerequisite in addition to the industry code. Ms. Mouck requested the Course Content Review forms for the prerequisite and recommended preparation as well as assignment to the discipline of Fire Technology be submitted for Action along with the course at the next meeting.

D. FS 70B – Engine Boss (Single Resource)

New Course needed for Agency Certification.

Effective: Fall 2012

The Lassen College course was added as the prerequisite in addition to the industry code. Ms. Mouck requested the Course Content Review forms for the prerequisite and recommended preparation as well as assignment to the discipline of Fire Technology be submitted for Action along with the course at the next meeting.

E. 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: Fall 2012

The Lassen College course was added as the prerequisite in addition to the industry code. Ms. Mouck requested the Course Content Review forms for the prerequisite and recommended preparation as well as assignment to the discipline of Fire Technology be submitted for Action along with the course at the next meeting.

F. 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: Fall 2012

The Lassen College course was added as the prerequisite in addition to the industry code. Ms. Mouck requested the Course Content Review forms for the prerequisite and recommended preparation as well as assignment to the discipline of Fire Technology be submitted for Action along with the course at the next meeting.

G. 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: Fall 2012

The Lassen College course was added as the prerequisite in addition to the industry code. Ms. Mouck requested the Course Content Review forms for the prerequisite and recommended preparation as well as assignment to the discipline of Fire Technology be submitted for Action along with the course at the next meeting.

6. Future Dates

Curriculum/Academic Standards Meeting Schedule (1st and 3rd Tuesdays at 2:45 pm)

Fall 2011

August 30
September 20
October 4, 18
November 1, 15
December 6

Spring 2012

January 17
February 7, 21
March 6, 20
April 17
May 1, 15

Note: Additional meetings may be scheduled as needed.

7. Information

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

It was announced that the Associate in Science in Administration of Justice and Early Childhood Education for Transfer have both been approved by the Chancellor's Office.

9. Adjournment

Mouck: Meeting Adjourned 3:38 PM.

10. Future Agenda