



February 4, 2014 - Tuesday

3:00 PM

TECC - HU102

**Meeting Called to Order at 3:05 pm**

**Members Present:**

ASB Representatives – Taylor Munoz and Chyanne Dase  
Ms. Elizabeth Elam  
Mr. Kory Konkol  
Mr. Cory McClellan  
Ms. K.C. Mesloh, Transfer Center Assistant  
Ms. Susan G. Mouck  
Dr. Tammy Robinson, Dean of Instructional Services  
Ms. Alison Somerville, Articulation Officer, Vice Chair

**Staff Present:**

Ms. Debbie Shockley, Instructional Services Technician  
Dr. Beatriz Vasquez, Executive Vice President of Academic Services

**Members Absent:**

Ms. Cheryl Aschenbach, Chair  
Ms. Lisa Gardiner  
Mr. Chad Lewis  
Ms. Fran Oberg  
Ms. Toni Poulsen  
Ms. Stephney Stuart

1. **Agenda Approved with the Change of the date of the previous meeting minutes (Mouck/Elam: MSCU)**
2. **Approve Meeting Minutes: January 21, 2014 meeting (Mouck/Mesloh: MSCU)**
3. **Action taken by Curriculum Subcommittee**
  - A. **BIOL-1 Principles of Molecular and Cellular Biology**  
Revise textbook Reece, Urry, Cain, Wassernam, Minorsky Jackson, *Campbell BIOLOGY*, 2014, from the 9<sup>th</sup> edition to the 10<sup>th</sup> edition, Pearson, ISBN: 9780321775658  
Effective: Fall 2014
  - B. **BIOL-4 – Principles of Evolutionary, Organismal and Ecological Biology)**  
Revise textbook Reece, Urry, Cain, Wassernam, Minorsky Jackson, *Campbell BIOLOGY*, 2014, from the 9<sup>th</sup> edition to the 10<sup>th</sup> edition, Pearson, ISBN: 9780321775658  
Effective: Fall 2014
  - C. **BIOL-25 – Human Anatomy and Physiology I**

Revise textbook from the 12<sup>th</sup> edition to the 14<sup>th</sup> edition. Tortora & Derrickson, *"Principles of Anatomy and Physiology"*, 2009 2014, 12<sup>th</sup> 14<sup>th</sup> edition, Benjamin Cummings.  
Effective: Fall 2014

- D. BIOL-26 – Human Anatomy and Physiology II**  
Revise textbook from the 12<sup>th</sup> edition to the 14<sup>th</sup> edition. Tortora & Derrickson, *"Principles of Anatomy and Physiology"*, 2009 2014, 12<sup>th</sup> 14<sup>th</sup> edition, Benjamin Cummings.  
Effective: Fall 2014
- E. CD-11 – Assessment and Observation**  
Reviewed for Child Development IPR with no recommended changes  
Effective: Fall 2014
- F. CD-12 – Child, Family and Community**  
Reviewed for Child Development IPR with no recommended changes  
Effective: Fall 2014
- G. CD-15 – Preschool Administration**  
Remove textbooks: Bloom, Paula Jorde, *Leadership in Action: How leaders Get Things Done*, Red Leaf Press 200; and Title XXII, General Licensing Requirements for Child Care Centers: Manual of Policies and Procedures, Dept. of Social Services, State of California; latest edition  
Effective: Fall 2014
- H. CD-16 - Introduction to Curriculum**  
Reviewed for Child Development IPR with no recommended changes  
Effective: Fall 2014
- I. CD-17 – Children’s Literature**  
Reviewed for Child Development IPR with no recommended changes  
Effective: Fall 2014
- J. CD-19 – Children’s Nutrition, Health and Safety**  
Revise textbook to 5<sup>th</sup> edition: Robertson, Cathie, *Safety, Nutrition and Health in Early Education*, 5th edition, Thomson/Delmar Learning, Publication Date: January 1, 2012 | ISBN-10: 1111832528 | ISBN-13: 978-1111832520.  
Effective: Fall 2014
- K. CD-20 – Principles and Practices of Teaching Young Children**  
Revise textbook to 2<sup>nd</sup> edition: Bradekamp, *Effective Practices in Early Childhood Education: Building a Foundation*, (2nd Edition), Pearson Publishing; January 20, 2013 | ISBN-10: 0132853337 | ISBN-13: 978-0132853330.  
Effective: Fall 2014
- L. CD-22 – The Infant Toddler**  
Revise textbook to 9<sup>th</sup> edition: Janet Gonzalez-Mena, Dianne Widmeyer Eyer, *The Caregiver's Companion*, Mc Graw Hill; 2011 | ISBN-10: 0077490355 | ISBN-13: 978-0077490355.  
Effective: Fall 2014
- M. CD-23 – Adult Supervision in the Child Care Setting )**  
Revise textbook to add: Nancy W. Wiltz, Janese S Daniels, Heather A. Skelley, Hannah S. Cawley, Ocie Watson-Thompson, *Developing and*

*Presenting a Professional Portfolio in Early Childhood Education*, 3rd Edition, 2012 | ISBN-10: 0132930382 | ISBN-13: 978-0132930383.  
Remove Haarms and Clifford, *The Early Childhood Environmental Rating Scale*, NY: Teacher's College Press (latest editions); and Sylva, Blachford, Taggart, *ECERS-E*, NY: Teacher's College Press 2011; 978-0-8077-5150-3  
Effective: Fall 2014

**N. CD-24 - Practicum**

Revise textbook to add Carroll Tyminski, *Your Early Childhood Practicum and Student Teaching Experience; Guidelines for Success*, 2013 | ISBN-10: 0132869950 | ISBN-13: 978-0132869959 | Edition: 3. Remove Machado, Jeanne & Botnarescue, *Student Teaching, Early Childhood Practicum Guide*; current edition, Helen Thompson/Delmar Learning  
Effective: Fall 2014

**O. CD-25 – Teaching in a Diverse Society**

Revise textbook to add Louise Derman-Sparks, Julie Olsen Edwards, *Anti Bias Education for Young Children and Ourselves Paperback*, National Association for the Education of Young Children; 2nd printing 2012 edition (October 1, 2012) ISBN-10: 1928896677; ISBN-13: 978-1928896678; **and** Janet-Gomez-Mena, *Diversity in Early Care and Education: Honoring Differences*, 5th Edition; McGraw Hill; 2007; ISBN: 13: 978-0-07-352586-0; ISBN: 10: 0-07-352586-3  
Effective: Fall 2014

**P. CD-26 – Administration II**

Revise textbooks to add Debra Ren-Etta Sullivan, *Learning to Lead, Second Edition: Effective Leadership Skills for Teachers of Young Children*, Red Leaf Press, 2010, ISBN: 978-1-60554-018-4; and Stephen R. Covey, *The 8th Habit: From Effectiveness to Greatness*; free press/Simon & Schuster, 2005; ISBN13: 978-0-7432-8793-7, ISBN: 10: 0-7432-8793-2.  
Remove textbooks: Click, Phyllis M. and Karkos, Kim, *Administration of Programs for Young Children*, 7<sup>th</sup> ed. Delmar learning, 2007; **and** Decker, John R., and Sciarra, *Planning and Administering Early Childhood Programs*, 8<sup>th</sup> ed. Delmar Publishing, 2004; **and** Dorsey, Anne G. and Sciarra, June, *Developing and Administering a Child Care Educational Program*. 6<sup>th</sup> ed. Delmar Publishing, 2007; **and** Sullivan, Pearson and Merrill, *Learning to Lead*, 2<sup>nd</sup> Edition, Prentice Hall 2009, 13-172790-7; **and** 7 Habits of Highly Effective People, 2004; **and** 7 Habits of Highly Effective People Workbook  
Effective: Fall 2014

**Q. CD-27 – Child with Special Needs**

Revise textbooks to add: Required: Frank Bowe, *Early Childhood Special Education: Birth to Eight*, 4<sup>th</sup> edition, Published 1-29-2007, ISBN-10: 1418048100, ISBN-13: 978-1418048105, Wadsworth; **and** Recommended: Gorrill & Strom, *Children With Special Needs in Early Childhood Settings*, 2003 | ISBN-10: 1401835708 | ISBN-13: 978-1401835705 | Edition: 1  
Remove textbook: "Children with Special Needs in the Early Childhood

Setting: Identification, Intervention and Inclusion", Carol L. Paasche, Lola Gorrill, Bev Strom. Thomason (Delmar Learning) 2004.  
Effective: Fall 2014

- R. CD-28 – Child Guidance**  
Reviewed for Child Development IPR with no recommended changes  
Effective: Fall 2014
- S. CD-30 – Early Steps to Reading Success**  
Reviewed for Child Development IPR with no recommended changes  
Effective: Fall 2014
- T. CD-31 – Child Development – Conception through Adolescence**  
**PSY-31 – Child Development – Conception through Adolescence**  
Revise textbooks to add: Required text - Kathleen Stassen Berger, *The Developing Person; Childhood through Adolescence*; 9th edition, Worth Publishing, 2014, ISBN-10: 1464172048; **and** Recommended Text: Berger, *The Study Guide for Developing Person Through Childhood and Adolescence*, Worth Publishing, ISBN: 10-1429217820. Remove textbooks: *The Developing Person through Childhood and Adolescence*, 8th edition, 2008  
Effective: Fall 2014
- U. CD-50 – ECE Child Health and Safety**  
Revise textbook to add: First Aid/CPR/AED Participant’s Manual with Emergency First Aid Guide, American Red Cross, Item #656745 - Offered by Instructor. Remove textbooks American Red Cross First Aide and Safety; Kathlene Handal M.d.; Red Cross;1992 0-316-73645-7; and American Red Cross, *Child Care Course; Child Development Units; Red Cross, 1992; 13-978-0865361843*  
Effective: Fall 2014
- V. CD-52 - Parenting**  
Revise textbooks to add: Required text - Stephen R. Covey, *The 7 Habits of Highly Effective Families*, St. Martin's Griffin 1998; ISBN-10: 0307440850; ISBN-13: 978-0307440853; Bridget A. Barnes and Steven M. York, M.H.D., *Common Sense Parenting: Using Your Head as Well as Your Heart to Raise School-Aged Children*, 3rd edition, Publisher-Boys Town Press; 3<sup>rd</sup> edition, 2006 ISBN-10: 9781889322704, ISBN-13: 978-1889322704; OR Bridget A. Barnes and Steven M. York, M.H.D., *Common Sense Parenting of Toddlers and Preschoolers*, Boys Town Press; 1<sup>st</sup> edition 2001; ISBN-10: 9781889322414, ISBN-13: 978-1889322414. Remove textbook: Bigner, *Parent-Child Relationships*, Pearson Merrill Prentice Hall, 2010, 8<sup>th</sup> edition, ISBN: 9780135002193.  
Effective: Fall 2014
- W. ENGL-1– College Composition**  
Revise textbook to add: Peterson, Linda, John Brereton, Joseph Bizup, and Ann Fernald, *The Norton Reader: An Anthology of Nonfiction*, 13<sup>th</sup> ed. W.W. Norton, 2011. ISBN-13: 9780393912180. Remove textbooks: Mark Logaker and Jeffrey Walker, *Rhetorical Analysis: A Brief Guide for*

*Writers*, ISBN: 9780205565702; and Bartholomae and Petrosky, *Ways of Reading: An Anthology for Writers*, 9<sup>th</sup> ed., 2010, ISBN: 9780312570910  
Effective: Fall 2014

**X. ENGL-22 – Creative Writing**

Revise textbook to add: Padgett, Ron (ed), *The Teachers and Writers Handbook of Poetic Forms*, 2nd ed. Teachers and Writers Collaborative, 2000, ISBN-10 0915924609. ISBN-13 978-0915924608; AND Starkey, David, *Creative Writing: Four Genres in Brief*, 2nd ed. Bedford/St. Martin's, 2012, ISBN-10 1457611562. ISBN-13 978-1457611568. Remove textbooks: Burroway, Janet, *Writing Fiction*, 8<sup>th</sup> ed., Longman, 2010, ISBN: 9780205750344; AND Oliver, Mary, *A Handbook of Poetry*, 1<sup>st</sup> ed., Mariner Books, 1994, ISBN: 9780156724005.  
Effective: Fall 2014

**Y. PHSC-1 – General Physical Science**

Reviewed for Mathematical/Natural Science IPR with no recommended changes  
Effective: Fall 2014

**Z. PHYS-1A – General Physics I**

Reviewed for Mathematical/Natural Science IPR with no recommended changes  
Effective: Fall 2014

**AA. PHYS-1B – General Physics II**

Reviewed for Mathematical/Natural Science IPR with no recommended changes  
Effective: Fall 2014

**BB. Associate in Science University Studies: Emphasis in Biological Science  
Major Preparation**

Reviewed for Mathematical/Natural Science IPR with no recommended changes  
Effective: Fall 2014

**4. Action**

**A. ANTH-1 – Biological Anthropology (Elam/McClellan: MSCU)**

Approve for online delivery.  
Effective: Fall 2014

**B. Basic Fire Fighter Certificate of Accomplishment (Mesloh/Elam: MSCU)**

Proposal of new Certificate of Accomplishment for Basic Fire Fighter.

Upon successful completion of this certificate, the student will be able to:

1. Perform the basic duties of an entry level firefighter such as line construction, safe and proper use of fire line hand tools including chain saws, safe and proper use of pumps, first aid/CPR, recognizing and dealing with hazardous situations involving hazardous materials, ability to complete an application for employment, fire line safety, radio operation.
2. Understand and demonstrate the physical requirements to become a wildland firefighter.
3. Demonstrate basic knowledge of fire physics and behavior.

FS 8 Wildland Fire Suppression

2 units

FS 61 Basic 32	2 units
FS 51 Intro to Fire Careers	1 unit
FS 72 First Responder - Haz Mat	1 unit
FS 20 First Aid/CPR for Public Employees	0.5 unit
<b>OR</b> FS-21 First Responder-Medical	2 units
FS 89 Wildland Chain Saws	1.5 units
FS 90 Portable Pumps and Water Use	<u>1 unit</u>
Total	9 – 10.5 units

## 5. Discussion

### A. ENGL-105 – Introduction to College Composition

Major revision to Title, Catalog Description, Corequisites, Student Learning Outcomes, Course Objectives, Course Content, Delivery Methods, and Representative Texts and Supplies.

Effective: Fall 2014

### B. ENGL-105A – Basic Reading and Writing

Propose new course as a corequisite course to be taught with ENGL105 for students who test more than one level below transfer. Combined with ENGL105, it will be replacing ENGL102, ENGL103, READ101 and READ51. With the course combination, students needing developmental instruction in writing or reading will be able to complete remediation in one semester and progress to college level much more quickly than before. *Ms. Somerville mentioned that there needs to be guidelines for Assessment Testing and where cut-off scores should fall for students for determining whether they should be required to take the ENGL-105A. The Curriculum Committee will need to make a recommendation to Academic Senate regarding cut-off scores for ENGL-105A. The Curriculum Committee needs to recommend how we proceed with Special Admit Students and assessment testing.*

Effective: Fall 2014

### C. WT-120 – Welding for Artists

Propose reactivation of an old course, with changes to the Course number, Catalog Description, Units, and Hours. *It was discussed that this course should have split Discipline to include Welding Technology for the Lab portion and Art for the Lecture portion. Further discussion resolved that maybe this would be better as two courses (Lecture and Lab) that were co-requisites. It will need to be made clear how the student will be given the grade for the course (i.e. one grade for both courses). If instructors are interested in making the course transferable then need to find the course offered at a four year university.*

## 6. Future Dates

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

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

#### Spring 2014

February 18 (Cancelled-Flex Day)

March 4, 18

April 1, 15 (Cancelled-Spring Break)

May 6, (20)

7. **Information**

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

**Instructional Program Reviews Due**

Gunsmithing – May 2013

Administration of Justice – May 2014

Automotive Technology – May 2014

Agriculture – May 2014

Business – May 2014

Correctional Science – May 2014

Child Development – May 2014

Digital Graphic Design – May 2014 - **Completed**

Mathematics/Natural Science – May 2014

Physical Education – May 2014

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

9. **Adjournment at 3:32 PM (Konkol/Mesloh:MSCU)**

10. **Future Agenda**

APPROVED