



Lassen Community College  
Curriculum and Academic Standards

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Notice of Regularly Scheduled Meeting  
September 19, 2017 - Tuesday  
3:00 PM  
HU 102 (TECC)

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**Call to Order @ 3:05pm**

**Members Present:**

Ms. Cheryl Aschenbach  
Dr. Larry Buckley, Interim Vice President of Academic Services  
Ms. Roxanna Haynes  
Ms. Susan Kelley-CSEA Alternate  
Mr. Chad Lewis  
Ms. KC Mesloh  
Ms. Christi Myers  
Ms. Fran Oberg  
Mr. Tom Rogers  
Mr. Orlando Shannon, Vice Chair  
Ms. Alison Somerville, Articulation Officer, Chair

**Members Absent:**

Mr. Jacob Hibbitts-ASB Representative  
Ms. Joesetta Mata  
Ms. Susan G. Mouck

**Guest:**

Ms. Shar Murphy

1. **Agenda Approval (Oberg/Aschenbach with removing BUS 2 from item C and changing BUS 2 to BUS 22 in item D:MSCU)**
2. **Approve Meeting Minutes: September 5, 2017 meeting (Aschenbach/Lewis: MSCU)**  
Information only: May 23, 2017 Approved Minutes
3. **Action taken by Curriculum Subcommittee**  
None
4. **Action**
  - A. **Associate Degree General Education Area A Natural Science (Mesloh/Aschenbach: MSCU)**  
Approved adding CHEM 55 Introductory Chemistry  
Effective: 2017-2018 catalog
  - B. **Associate Degree General Education Area B Social and Behavior Science (Mesloh/ Aschenbach: MSCU)**

Approve adding CD/PSY 31 Child Development and PSY 18 Human Development  
Effective: 2017-2018 Catalog

**C. Associate in Arts Degree General Studies: Emphasis in Natural Science(Mesloh/Aschenbach: MSCU)**

Approved adding CHEM 55 Introductory Chemistry and ~~BUS 2 Business Law~~ to core  
Effective: 2017-2018 catalog

**D. Associate in Arts Degree General Studies: Emphasis in Social Science(Mesloh/Aschenbach: MSCU)**

Approved adding BUS 22 Business Law to Core  
Effective: 2017-2018

**E. ART 39 Introduction to Digital Art (Tabled Aschenbach/Oberg: MSCU)**

Approve new credit course 26 hours lecture 75 hours lab 3 units

**Catalog Description**

Introduction to the fundamental concepts, practices, and theories of digital art production. Topics include integration of traditional design, color, and compositional principles with contemporary digital tools. This class will be structured around three components—studio work, the development of technical skills and modular design, and introduction to the broad field of new media/electronic and time-based arts. To cover the costs of printing proofs for each project assignment, a \$10.00 lab fee will be charged at the time of registration.

Effective: Spring 2018

*Alison confirmed this course articulates to transfer level to CSU*

*Sue received the content review form for recommended prep ENGL 105 today.*

*James is currently working on a 2 year plan using the new courses. The committee would like to see a draft of what the degree/certificates will look like before approving another new course. What courses will he inactivate to replace the new courses? The concern is with only one faculty member, would he be able to teach these classes for the student to complete in 2 years without a huge overload? Also enrollment in Graphic Design classes are low at this time.*

**F. ART 39 Introduction to Digital Art (Tabled Aschenbach/Oberg: MSCU)**

Approve assigning the discipline for Art or Graphic Arts to course.

Effective: Spring 2018

**G. AT 150 Automotive Maintenance (Mesloh/Lewis: MSCU)**

Approved new non-credit course, 17 hours lecture 34 hours lab

**Catalog Description**

This course was designed to introduce shop procedure and safety to the student *as well as to provide entry level skills for employment*. The students will also acquire skills necessary to perform vehicle maintenance procedures such as change engine oil, transmission fluid, engine coolant and other fluids. Visual inspection of other automotive systems will also be covered. ~~This course is design to provide entry level skills for employment.~~ The course has been approved for Hybrid delivery.

Effective: Spring 2018

*Minor change to the catalog description*

**H. AT 150 Automotive Maintenance (Mesloh/Lewis: MSCU)**

Approved for Hybrid delivery.

**Hybrid Evaluation:**

In addition to the methods of grading used in the traditional classroom, the Hybrid delivery method may also utilize the following in determining a student's grade:

1. Email correspondence
2. Completion of activities available online such as myautomotivelab and other links provided by the textbook publisher or instructor.
3. Discussion in online forums.
4. Completion and submission of lab packet online or in class.

**Hybrid delivery:**

Hybrid delivery will include 34 17 hours of lecture and 24 hours of lab using Interactive TV interaction between students and instructor. Lecture will be delivered via ITV and asynchronous video clips with supervision present for all students. ITV lab hours will be instructed and monitored with ITV and students may be expected to demonstrate skills via video or ITV. The remaining 24-10 hours of lab will be conducted online. Student follow-up, communication, some assignments and some assessments will be completed online, and lab packets will be completed and submitted online.

Effective: Spring 2018

*Correction to the hours*

**I. AT 150 Automotive Maintenance (Mesloh/Lewis: MSCU)**

Approved assigning the discipline of Automotive Technology to course.

Effective: Spring 2018

**J. AT 151 Automotive Chassis System (Aschenbach/Haynes: MSCU)**

Approved new non-credit course, 17 hours lecture 34 hours lab

**Catalog Description**

This course was designed to introduce shop procedure and safety to the student as well as to provide entry level skills for employment. Students will acquire the skills necessary to perform vehicle brake overhaul procedures and suspension alignment. Visual inspection procedures for brake, steering, and suspension systems will also be covered. ~~This course is design to provide entry level skills for employment.~~ The course has been approved for Hybrid delivery.

Effective: Spring 2018

*Minor change to the catalog description*

**K. AT 151 Automotive Chassis System (Aschenbach/Haynes: MSCU)**

Approved for Hybrid delivery.

**Hybrid Evaluation:**

In addition to the methods of grading used in the traditional classroom, the Hybrid delivery method may also utilize the following in determining a student's grade:

1. Email correspondence

2. Completion of activities available online such as myautomotivelab and other links provided by the textbook publisher or instructor.
3. Discussion in online forums.
4. Completion and submission of lab packet online or in class.

**Hybrid delivery:**

Hybrid delivery will include 3417 hours of lecture and 24 hours of lab using Interactive TV interaction between students and instructor. Lecture will be delivered via ITV and asynchronous video clips with supervision present for all students. ITV lab hours will be instructed and monitored with ITV and students may be expected to demonstrate skills via video or ITV. The remaining 24 10 hours of lab will be conducted online. Student follow-up, communication, some assignments and some assessments will be completed online, and lab packets will be completed and submitted online.

Effective: Spring 2018

*Correction to the hours*

**L. AT 151 Automotive Chassis System (Aschenbach/Haynes: MSCU)**

Approved assigning the discipline of Automotive Technology to course.

Effective: Spring 2018

**5. Discussion**

**6. Future Dates**

**Curriculum/Academic Standards Meeting 2017-2018 Schedule for First and Third Tuesdays at 3:00 PM in HU 102 (TECC)**

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

Fall	Spring
October 3 <sup>rd</sup> & 17 <sup>th</sup>	January 30 <sup>th</sup>
November 7 <sup>th</sup> & 21 <sup>st</sup>	February 20 <sup>th</sup>
December 5 <sup>th</sup>	March 6 <sup>th</sup> & 20 <sup>th</sup>
December 5 <sup>th</sup>	April 17 <sup>th</sup>
	May 1 <sup>st</sup> & 15 <sup>th</sup>

**Information**

**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
- Agriculture-Sept 2016
- Child Development-Sept 2016
- Humanities-Sept 2016

Basic Skills – Sept 2017  
Developmental Studies – Sept 2017  
Gunsmithing – Sept 2017  
Human Services – Sept 2017  
Allied Health – Sept 2017  
Welding – Sept 2017

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

**Adjournment @ (Haynes/Lewis @ 3:25)**

**Future Agenda**

Revision of Hybrid delivery definition

APPROVED