Curriculum Committee  
MINUTES  
April 6, 2015

### Members Present
- Boyd Trolinger, Chairperson
- David Danielson, Dean
- Suzanne Wakim, Biology
- Susan Carey, Articulation Officer
- Lisa Kekaha, Language Education/Development
- Tina Day, Associate Faculty, Language Education
- Craig Rigsbee, Dean
- Lenny Bailey, Associate Faculty, English
- Dr. Samia Yaqub, VP Student Learning
- Dr. Jo Anne Cripe, First Year Experience
- Dr. Robert White, Physics
- Terri Hutton, Child Development/Family Relations
- Miwako Oka, AS Representative
- Dave Welton, Associate Faculty, Radio-TV-Film
- Dr. Sandy Sloan, Business Computer Info Systems

### Members Absent
- Morgan Brynnan, Library
- Mark Latham, Music
- Carrie Roberson, Academic Senate

### Guests Present
- Tony Wren, Chemistry
- Kristin Milinkevich, Chemistry
- Lisa Nichols, Chemistry
- Jen Daly, Photography
- Mark Hall, Photography

### AGENDA

1. **Agenda Approval**  
   Motion to approve agenda; T. Hutton, Second: S. Wakim, Approval: Unanimous

2. **Approval of Minutes**  
   A. March 2, 2015  
   Motion to approve minutes; S. Wakim, Second: T. Hutton, Approval: Unanimous

3. **Consent Agenda**  
   A. Minor Course Modifications  
   1. **CDF 80 – Health, Safety and Nutrition**  
      Change in pedagogical cap (from 40 to 45); *Effective Term: Fall 2015*  
   2. **ENGR 1 – Introduction to Engineering**  
      Changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction; change in pedagogical cap (from 50 to 35); *Effective Term: Fall 2015*  
   Motion to approve consent agenda; S. Wakim, Second: T. Hutton, Approval: Unanimous

4. **New Business**  
   A. New Courses  
   1. **CSCI 48 – Network Fundamentals and CISCO Level 1 (4 Units)**  
      Program applicable (various programs) – see below  
      - Boyd Trolinger represented Computer Science  
        - This course will replace CSCI 19 and 52 as there was too much overlap in these two networking courses  
      - Motion to waive the two-meeting approval process and approve CSCI 48; R. White, Second: T. Hutton, Approval: Unanimous
CSCI 17 the title has changed to be consistent with the title of CSCI 49
CSCI 49 used to be two 3 unit courses, and is now being increased from 3 to 4 units as it was difficult to cover all the content in 3 units
CSCI 65 Microsoft was added to the title because the advisory committee asked to identify the product family this course was addressing

- Motion to vote on CSCI 17, 49 and 65 as a block, waive the two-meeting approval process and approve; S. Sloan, Second: J. Cripe, Approval: Unanimous

2. **PHO 1 - History of Photography (3 Units)**
   Program applicable (AS Degree in Photography) – See below
Mark Hall and Jen Daly represented Photography
- This is the art history course for the AS in Photography
- It covers 1820s to contemporary photo history
- Committee Suggestion:
  - Reading Assignment 1 – fix spelling of Abu Ghraib
- Motion to waive the two-meeting approval process and approve PHO 1 pending changes, D. Welton, Second: R. White, Approval: Unanimous

B. General Education
1. **PHO 1 - History of Photography**
   UC Transfer status request
   IGETC 3A, CSU C1, Butte C
   - Motion to vote on general education and program change (below) as a block and place on consent; S. Wakim, Second: D. Welton, Approval: Unanimous

C. Major Course Modifications (one meeting approval requested)
1. **CSCI 17 – Computer and Network Security/Security+**
   Change in title (was “Computer Security & Security+”); addition of prerequisite, deletion of recommended prep; changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; change in TOP code (from 070810-Computer Networking to 070200-Computer Information Systems); removal of discipline “Electronic Technology”; Effective Term: Fall 2015
2. **CSCI 49 – PCs and Peripherals/A+**
   Change in title (was “PCs and Peripherals”); change in units (from 3 to 4 units); change in hours (from 34 lec/51 lab to 42.5 lec/76.5 lab); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; removal of discipline “Electronic Technology”; Effective Term: Fall 2015
3. **CSCI 65 – Microsoft SQL Database Administration**
   Change in title (was “SQL Database Administration”); addition of prerequisite; changes in recommended prep, catalog description, objectives, unit titles, examples of assignments and materials of instruction; Effective Term: Fall 2015

D. Minor Course Modifications
1. **BIOL 1 – Introduction to Biology**
   Changes in objectives, examples of assignments and materials of instruction; Effective Term: Fall 2015
2. **BIOL 9 – Current Issues in Biology**
   Changes in catalog description, objectives, examples of assignments and materials of instruction; Effective Term: Fall 2015
3. **BIOL 9H – Honors Current Issues in Biology**
   Changes in catalog description, objectives, examples of assignments and materials of instruction; Effective Term: Fall 2015
4. **BIOL 20 – Human Anatomy**  
Changes in materials of instruction; *Effective Term: Fall 2015*

5. **CHEM 1 – General Chemistry I (C-ID CHEM 110 and CHEM 120S)**  
Addition of prerequisite language, catalog description, objectives, unit titles and materials of instruction; change in pedagogical cap (from 28 to 24); *Effective Term: Fall 2015*

6. **CHEM 2 – General Chemistry II (C-ID CHEM 120S)**  
Addition of prerequisite language, catalog description, objectives, unit titles, examples of assignments and materials of instruction; change in pedagogical cap (from 28 to 24); *Effective Term: Fall 2015*

7. **CHEM 21 – Organic Chemistry I (C-ID CHEM 150 and CHEM 160S)**  
Changes in catalog description, objectives, unit titles, methods of instruction, examples of assignments and materials of instruction; change in pedagogical cap (from 24 to 20); *Effective Term: Fall 2015*

8. **CHEM 22 – Organic Chemistry II (C-ID CHEM 160S)**  
Changes in catalog description, objectives, unit titles, examples of assignments and materials of instruction; *Effective Term: Fall 2015*

9. **CHEM 51 – Elementary Inorganic Chemistry**  
Change in pedagogical cap (from 28 to 24); *Effective Term: Fall 2015*

10. **CHEM 52 – Elementary Organic and Biochemistry (C-ID CHEM 102)**  
Addition of prerequisite language; changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; change in pedagogical cap (from 28 to 24); *Effective Term: Fall 2015*

11. **CHEM 110 – Introductory Chemistry**  
Deletion of prerequisite; addition of recommended prep; changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; change in pedagogical cap (from 28 to 24); *Effective Term: Fall 2015*

Tony Wren, Lisa Nichols and Kristin Milinkevich represented Chemistry

- CHEM 1 and CHEM 2 added more detail (techniques and types of experiments) in the lab comments to address C-ID reviewer comments
- Committee Suggestions:
  - Take off “C or better” on all CHEM courses. C or better is assumed for all prerequisites and is listed in the catalog preceding the course descriptions section
  - CHEM 1 - lower case “high school chemistry” in the prerequisite
  - S. Carey – the chemistry C-ID descriptors don’t include prerequisites
    - The department will look at CSU and UC courses for similar prerequisites in preparation for the re-validation of prerequisites in Fall 2015
  - CHEM 21 and 22 added detail to lab topics to follow the reviewer comments for CHEM 1 and 2 - All content in the C-ID is covered in the outline
  - S. Carey – CHEM 110 is not transferable. So students take a chemistry course that does not help them with transfer credits. Would the department be open to developing a course to align with C-ID CHEM 140 which is a combined physical science chemistry course? This could provide a prerequisite option to CHEM 1 or 51 so students don’t have to take an extra course. Many colleges have a transfer level fundamental chemistry course. This would count toward elective credit for CSU
- Motion to vote on all chemistry courses excluding ped cap changes as a block; R. White, Second: T. Day, Approval: Unanimous
- Motion to place on consent; R. White, Second: S. Sloan; Approval: Unanimous

Ped Caps
- Tony Wren explained that the ped caps are being lowering due to safety
- The American Chemical Society recommends no more than 24 students, and no more than 20 students for higher level labs
• The National Fire Protection Association also recommends a lower ped cap based on square footage
• California Building Code also has a requirement of square footage per student
• Chemistry labs currently have 28 stations
• Sometimes the lab technician is in the room to help
• Impact of reduced ped caps
  ◦ 44 lab sections at 4 each – 180 students will be denied access in an academic year
  ◦ There is limited space to add more sections
  ◦ The department has limited associate chemistry faculty
• Committee questions:
  ◦ Would it be possible to have a student assistant trained so we can maintain the access and create a safer environment?
    • No – as this adds another body to an already restricted space
  ◦ S. Carey - If this is a fire code violation then lowering the caps is a no brainer
  ◦ S. Yaqub - Has our facilities department looked at the rooms and determined if we are out of compliance?
    • Samia will follow up with facilities
  ◦ To minimize impact to students would it be possible to phase in the ped cap reduction to 26 the first year, then 24 the second year?
  ◦ Motion to place CHEM 1, 2, 50, 51, 110 ped caps from 28 to 24 on consent, using phase in plan (26 for Spring 2016; 24 for Fall 2016), unless facilities comes back with a compliance issue finding; R. White, Second: S. Wakim, Approval: Unanimous
• CHEM 21 ped cap was tabled

12. PHYS 21 – College Physics I (C-ID PHYS 105)
   Removal of recommended prep; changes in catalog description, objectives, unit titles, methods of evaluation, examples of assignments and materials of instruction; addition of discipline “Engineering”; Effective Term: Fall 2015
13. PHYS 22 – College Physics II (C-ID PHYS 110)
   Changes in catalog description, objectives, unit titles, examples of assignments and materials of instruction; addition of discipline “Engineering”; Effective Term: Fall 2015
   • Bob White represented Physics
     ◦ PHYS 21 and 22 have been aligned with their C-ID descriptors
     ◦ Engineering has been added to the disciplines list as any engineer can teach the content of these courses
   • Motion to vote on PHYS 21 and 22 as a block and place on consent; J. Cripe, Second: S. Wakim, Approval: Unanimous
14. PSY 1 – Principles of Psychology
   Changes in catalog description, objectives, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; Effective Term: Fall 2015
15. SOC 10 – Introduction to Crime and Society
   Changes in catalog description, unit titles, examples of assignments and materials of instruction; Effective Term: Fall 2015
16. SOC 14 – Sociology of Gender
   Changes in catalog description, unit titles, methods of evaluation, examples of assignments and materials of instruction; Effective Term: Fall 2015
17. SOC 20 – Introduction to Race and Ethnicity
   Changes in catalog description, objectives, methods of evaluation and materials of instruction; Effective Term: Fall 2015

E. Course Deletions (Information Only) Effective Term: Fall 2015
1. BCIS 70(A-Z) – Office Administration Seminar
2. BCIS 104 – Medical Terminology (ALH 104 remains active)
3. BIOL 100(A-Z) – Natural History of Northern California
4. BIOL 100A – Lassen Peak: An Ecological Island
5. BIOL 100B – Alpine Flora and Habitats of Lassen Volcanic Park
6. BIOL 100D – Introduction to Bird Identification
7. BIOL 100E – Spring Wildflowers
8. CSCI 19 – Computer Networking Fundamentals
9. CSCI 52 – CISCO Networks Level 1, Fundamentals
10. EH 104(A-Z) – Environmental Horticulture Workshop
12. FSC 203(A-Z) – Fire Service Principles and Procedures I
13. HIST 12 – World History I (replaced with HIST 3)
14. HIST 14 – World History II (replaced with HIST 5)
15. ID 20(A-Z) – Current Trends-Issues-ID
16. PHIL 7 – Formal Logic and Writing (MATH-7 remains active)

The committee endorsed the deletion of these courses.

F. Program Changes; Effective Catalog Year: 2015-16
1. AS Degree in Computer System Administration
   Core: Add CSCI 48, BCIS 33, delete CSCI 19, change in unit of CSCI 49; change in units (from 30 to 33 units)
2. Certificate of Achievement in Computer System Administration
   Core: Add CSCI 48, BCIS 33, delete CSCI 19, change in unit of CSCI 49; change in units (from 30 to 33 units)
3. Certificate in Computer Support Technician
   Core: Add CSCI 48, delete CSCI 19, change in unit of CSCI 49; change in units (from 9 to 11 units)
4. AS Degree in Computer Networking
   Core: Add CSCI 48, BCIS 33, delete CSCI 19, CSCI 52, change in unit of CSCI 49; no change in units
5. Certificate of Achievement in Computer Networking
   Core: Add CSCI 48, BCIS 33, delete CSCI 19, CSCI 52, change in unit of CSCI 49; no change in units
6. Certificate in Cisco Network Administration
   Core: Add CSCI 48, delete CSCI 52; change in units (from 9 to 10 units)
7. AA-T Degree in History
   List A: Replace HIST 12 and 14 with HIST 3 and 5; no change in units
8. AA Degree in Liberal Studies
   Move DRAM 4 from Core to MOU section; change in units (from 45 to 42 units)
9. AS Degree in Photography
   Core: Add PHO 1 and PHO 20; change in units (from 26 to 32 units)

5. Miscellaneous Agenda Items
   A. Content Creep – Susan Carey
   B. Curriculum Bylaws – Boyd Trolinger
   C. Next Meeting – April 20, 2015
      • Motion to adjourn, D. Danielson; Second: T. Day, Approval: Unanimous