AGENDA

1. **Agenda Approval**
   
   Ped caps will be discussed first, followed by CLP 30. Motion to approve Agenda; D. Welton, Second: J. Dahlgren, Approval: Unanimous

2. **Approval of Minutes**
   
   A. October 29, 2012
   
   Motion to approve Minutes; M. Brynnan, Second: R. White, Approval: Unanimous with abstentions: M. Brynnan, R. White

3. **Consent Agenda**
   
   A. New Course
   
   1. **SOC 20 – Introduction to Race and Ethnicity** (C-ID: SOCI 150) (3 Units)

   B. General Education
   
   1. **SOC 20 – Introduction to Race and Ethnicity**
      
      Request for UC Transferability
      
      IGETC 4J; CSU D0; Butte B

   C. Course Modifications
   
   1. **BCIS/BUS 13 – Business Communication**
   
   2. **CSCI 60 – Microsoft Workstation Configuration**
   
   3. **CSCI 61 – Microsoft Applications Server**
   
   4. **CSCI 62 – Windows Network Infrastructure**
   
   5. **CSCI 65 – SQL Database Administration**
   
   6. **CSCI 68 – Microsoft Active Directory Enterprise Administration**
   
   7. **FSC 112 – First Responder Awareness**
   
   8. **FSC 113 – Confined Space Rescue Awareness**
   
   9. **FSC 114 – Vehicle Extrication Awareness**
10. FSC 115 – Rescue Awareness and Operations
11. FSC 116 – Medical Incident Command
12. KIN 3 – Elementary School Physical Education
13. KIN 6 – Sports Fitness and Nutrition
14. KIN 25 – Olympic Weightlifting
15. KIN 46 – Tai Chi Chuan
16. KIN 64 – Baseball
17. KIN 80 – Varsity Baseball
18. KIN 81 – Varsity Basketball
19. KIN 82 – Varsity Cross Country
20. KIN 83 – Varsity Football
21. KIN 84 – Varsity Golf
22. KIN 85 – Varsity Soccer
23. KIN 86 – Varsity Softball
24. KIN 87 – Varsity Track and Field
25. KIN 88 – Varsity Volleyball

D. Program Modifications
1. AS Degree in EMT-Paramedic
2. Certificate of Achievement in Emergency Medical Technology/Paramedic
3. Certificate of Achievement in Peace and Global Studies
4. Certificate in Peace and Global Studies

Motion to approve Consent Agenda; S. Carey, Second: S. Bartlett, Approval: Unanimous

4. Pending Business
A. Course Modifications
1. ANTH 4 – Cultural Anthropology
   Changes in examples of assignments and materials of instruction; change in pedagogical cap (from 45 to 35); Effective Term: Spring 2013
2. ANTH 13 – Magic, Witchcraft and Religion
   Changes in examples of assignments and materials of instruction; change in pedagogical cap (from 45 to 35); Effective Term: Spring 2013
3. ANTH 14 – Language and Culture
   Changes in examples of assignments and materials of instruction; change in pedagogical cap (from 45 to 35); Effective Term: Spring 2013
4. ANTH 16 – Archeology and Ancient Societies
   Changes in examples of assignments and materials of instruction; change in pedagogical cap (from 45 to 35); Effective Term: Spring 2013
5. ANTH 18 – World Cultures
   Changes in examples of assignments and materials of instruction; change in pedagogical cap (from 45 to 35); Effective Term: Spring 2013
6. ANTH 32 – Native Americans
   Changes in examples of assignments and materials of instruction; change in pedagogical cap (from 45 to 35); Effective Term: Spring 2013
7. ANTH 33 – Ancient Mesoamerica
   Changes in examples of assignments and materials of instruction; change in pedagogical cap (from 45 to 35); Effective Term: Spring 2013
8. ANTH 34 – Native Americans Today
   Changes in examples of assignments and materials of instruction; change in pedagogical cap (from 45 to 35); Effective Term: Spring 2013
9. BCIS/BUS 13 – Business Communication
   Change in pedagogical cap (from 40 to 30); Effective Term: Spring 2013
10. **KIN 41 – Gentle Yoga**
Change in subject and number (was PE 73); change in units (from 0.5-1.75 to 1.5); change in hours (from 6-17 Lec/11-34 Lab to 17 Lec/34 lab); change in repeats (from Repeat 3 times to Not Repeatable); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; *Effective Term: Fall 2013*

Mario Vela represented KIN 41
- The department intends to create leveled courses in Yoga and felt Gentle Yoga was too advanced as written
- Committee suggestions:
  - Last sentence of course description: decreasing typo
  - Objective 5: chair and demonstrate typos

Motion to approve KIN 41 pending changes; S. Bartlett, Second: J. Dahlgren, Approval: Unanimous

11. **POS 2 – United States Government**
Changes in examples of assignments and materials of instruction; change in pedagogical cap (from 45 to 35); *Effective Term: Spring 2013*

12. **POS 3 – Comparative Politics**
Changes in examples of assignments and materials of instruction; change in pedagogical cap (from 45 to 35); *Effective Term: Spring 2013*

13. **POS 12 – California State and Local Government**
Changes in examples of assignments and materials of instruction; change in pedagogical cap (from 45 to 35); *Effective Term: Spring 2013*

14. **POS 14 – Politics of Third World Nations**
Changes in examples of assignments and materials of instruction; change in pedagogical cap (from 45 to 35); *Effective Term: Spring 2013*

15. **POS 16 – Vital Political Problems**
Changes in examples of assignments and materials of instruction; change in pedagogical cap (from 45 to 35); *Effective Term: Spring 2013*

16. **POS 18 – International Relations**
Changes in examples of assignments and materials of instruction; change in pedagogical cap (from 45 to 35); *Effective Term: Spring 2013*

5. **New Business**
   A. **New Courses (Effective Term: Fall 2013)**
   1. **WLD 150 – Shop Practices for Beginning Welders** (0.5-1 Units)
   2. **WLD 152 – Shop Practices for Intermediate Welders** (0.5-1 Units)
   3. **WLD 154 – Shop Practices for Welders I** (1-2 Units)
   4. **WLD 156 – Shop Practices for Welders II** (1-2 Units)
   5. **WLD 158 – Shop Practices for Pipe and Tube Welders** (0.5-1 Units)
   6. **WLD 159 – Shop Practices for Advanced Pipe Welders** (0.25-1 Units)
   7. **WLD 162 – Pipe and Tube Welding Certification Practices** (1-2 Units)
   8. **WLD 164 – Welding Recertification Practices** (0.25-1 Units)

Don Robinson represented Welding Technology
- This set of courses replaces the current WLD 250 and WLD 251 to better align with repeatability compliance
- Although it looks like nine new courses, these courses will be offered stacked together and offered on a Saturday, so load and cost will not change between the old curriculum and new curriculum
- It creates specific curriculum for each welding group as they move through the program and the skills they need to focus on
• M. Brynnan: Would it make sense to call titles 1, 2, 3?
• D. Robinson: the courses are aligned with the titles in WLD 20, 21
• D. Robinson: Requested some changes to Prerequisites noted below
• D. Robinson: Still need to revisit the other courses in WLD to incorporate the change in prerequisites that list WLD 250/251

Motion to vote on all WLD courses and prerequisites as a block and place on Consent Agenda; S. Carey, Second: S. Bartlett, Approval: Unanimous

B. Prerequisites/Corequisites

1. **WLD 152 – Shop Practices for Intermediate Welders**
   - Prerequisite: WLD 20

2. **WLD 154 – Shop Practices for Welders I**
   - Prerequisite: WLD 21
   - Co-requisites: WLD 22, 24, 25, 26, 40

3. **WLD 156 – Shop Practices for Welders II**
   - Prerequisites: WLD 22, 24, 25, 26, 40
   - D. Robinson: Add WLD 154 as a prerequisite
   - Co-requisites: WLD 28, 30, 32, 34, 36, 42, 56

4. **WLD 158 – Shop Practices for Pipe and Tube Welders**
   - Co-requisite: WLD 55
   - **WLD 159 – Shop Practices for Advanced Pipe Welders**
     - Prerequisites: WLD 28, 30, 32, 34, 42
   - D. Robinson: Change to only one prerequisite of WLD 156

5. **WLD 160 – Welding Certification Practices**
   - Prerequisites: WLD 28, 30, 32, 34, 42
   - D. Robinson: Add WLD 156 as a prerequisite

6. **WLD 162 – Pipe and Tube Welding Certification Practices**
   - Prerequisites: WLD 55, 158

7. **WLD 164 – Welding Recertification Practices**
   - Prerequisites: WLD 160, 162
   - D. Robinson: Change to only one prerequisite of WLD 160

C. Major Course Modifications

1. **KIN 12 – Theory of Baseball**
   - Change in subject and number (was PE 1E); change in units (from 1.75 to 2 units); change in hours (from 17 lecture/34 lab to 34 lecture); change in repeats (from repeat 2 times to repeat 3 times); 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 083500-Physical Education to 083550-Intercollegiate Athletics); Effective Term: Fall 2013

2. **KIN 13 – Theory of Basketball**
   - Change in subject and number (was PE 1B); change in units (from 1.75 to 2 units); change in hours (from 17 lecture/34 lab to 34 lecture); change in repeats (from repeat 2 times to repeat 3 times); 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 083500-Physical Education to 083550-Intercollegiate Athletics); Effective Term: Fall 2013

3. **KIN 14 – Theory of Cross Country**
   - Change in subject and number (was PE 1D); change in units (from 1.75 to 2 units); change in hours (from 17 lecture/34 lab to 34 lecture); change in repeats (from repeat 2 times to repeat 3 times); 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 083500-Physical Education to 083550-Intercollegiate Athletics); Effective Term: Fall 2013
4. **KIN 15 - Theory of Football**
Change in subject and number (was PE 1A); change in units (from 1.75 to 2 units); change in hours (from 17 lecture/34 lab to 34 lecture); change in repeats (from repeat 2 times to repeat 3 times); 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 083500-Physical Education to 083550-Intercollegiate Athletics); **Effective Term: Fall 2013**

5. **KIN 16 - Theory of Golf**
Change in subject and number (was PE 1I); change in units (from 1.75 to 2 units); change in hours (from 17 lecture/34 lab to 34 lecture); change in repeats (from repeat 2 times to repeat 3 times); 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 083500-Physical Education to 083550-Intercollegiate Athletics); **Effective Term: Fall 2013**

6. **KIN 17 - Theory of Soccer**
Change in subject and number (was PE 1F); change in units (from 1.75 to 2 units); change in hours (from 17 lecture/34 lab to 34 lecture); change in repeats (from repeat 2 times to repeat 3 times); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation and examples of assignments; change in TOP code (from 083500-Physical Education to 083550-Intercollegiate Athletics); **Effective Term: Fall 2013**

7. **KIN 18 - Theory of Softball**
Change in subject and number (was PE 1H); change in units (from 1.75 to 2 units); change in hours (from 17 lecture/34 lab to 34 lecture); change in repeats (from repeat 2 times to repeat 3 times); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation and examples of assignments; change in TOP code (from 083500-Physical Education to 083550-Intercollegiate Athletics); **Effective Term: Fall 2013**

8. **KIN 19 - Theory of Track and Field**
Change in subject and number (was PE 1G); change in units (from 1.75 to 2 units); change in hours (from 17 lecture/34 lab to 34 lecture); change in repeats (from repeat 2 times to repeat 3 times); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation and examples of assignments; change in TOP code (from 083500-Physical Education to 083550-Intercollegiate Athletics); **Effective Term: Fall 2013**

9. **KIN 20 - Theory of Volleyball**
Change in subject and number (was PE 1C); change in units (from 1.75 to 2 units); change in hours (from 17 lecture/34 lab to 34 lecture); change in repeats (from repeat 2 times to repeat 3 times); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation and examples of assignments; change in TOP code (from 083500-Physical Education to 083550-Intercollegiate Athletics); **Effective Term: Fall 2013**

10. **KIN 51 - Butte Fitness and Wellness Center**
Change in subject and number (was PE 8); change in units (from 0.5-6 to 0.5-1.5 units); change in hours (from 25.5-306 lab to 25.5-76.5 lab); change in repeats (from unlimited to 6 to unlimited to 1.5); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; **Effective Term: Fall 2013**

11. **KIN 66 - Softball**
Change in subject and number (was PE 36); change in units (from 0.5-1.75 to 1.5); change in hours (from 6-17 Lec/11-34 Lab to 17 Lec/34 lab); change in repeats (from Repeat 3 times to Not Repeatable); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; **Effective Term: Fall 2013**

12. **KIN 73 - Self Defense**
Change in subject and number (was PE 10); change in units (from 0.5-1.75 to 1.5); change in hours (from 6-17 Lec/11-34 Lab to 17 Lec/34 lab); change in repeats (from Repeat 3 times to
Not Repeatable); changes in unit titles, methods of evaluation, examples of assignments and materials of instruction; Effective Term: Fall 2013

13. **KIN 90 – Skill Development for Intercollegiate Athletes**
Change in subject (was PE 90); change in title (was “Sports Conditioning”); change in units (from 0.5-1.75 to 1.5); change in hours (from 6-17 Lec/11-34 Lab to 17 Lec/34 lab); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation and examples of assignments; change in TOP code (from 083500-Physical Education to 083550-Intercollegiate Athletics); Effective Term: Fall 2013

Mario Vela represented Physical Education/Kinesiology
- Since Theory courses are athletic specific courses, they are being switch over to intercollegiate athletics TOP code, which allows for repeatability
- To keep the UC transferability, these courses will drop the lab component and become pure lecture
- Lecture is appropriate as these courses are film study and strategy based
- The lab is done through the varsity sport, which is pure lab
- The other courses are removing repeatability and updating for curriculum review
- The committee recommended adding a couple of sport specific assignments to the Theory courses
- Motion to vote on all KIN courses as a block; J. Dahlgren, Second: S. Hammond, Approval: Unanimous
- Motion to place all KIN courses on Consent Agenda pending changes; S. Hammond, Second: S. Bartlett, Approval: Unanimous

14. **RTVF 40 – Digital Video Production**
Deletion of cross-listing (MSP 40); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; Effective Term: Fall 2013

15. **RTVF 55 – Music Video Production**
Deletion of cross-listing (MSP 55); change in hours (from 25.5 lecture/76.5 lab to 34 lecture/51 lab); changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; Effective Term: Fall 2013

16. **WLD 160 – Welding Certification Practices**
Change in course number (was WLD 251); change in units (from 0.5-8 to 1-2 units); change in hours (from 25.5-408 lab to 51-102 lab); 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 40 to 25); Effective Term: Fall 2013

D. Minor Course Modifications

1. **CLP 30 – Career Life Planning**
Changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluations, examples of assignments and materials of instruction; removal of “Interdisciplinary Studies” discipline; Effective Term: Spring 2013

Jo Anne Cripe represented Career Life Planning
- This course is being updated for three reasons:
  - Curriculum review
  - This is a stand-alone course that has been approved as a First Year Experience (FYE) course by integrating the common core curriculum into the course outline, which will help students hit the ground running when they come to college
  - CSU Area E and Butte GE Area F will be brought forward at the next meeting assuming this meets the requirements of equal thirds of physiological, psychological social areas
S. Carey: It would be nice to see the social, emotional, and physical elements integrated throughout the outcomes and the topics instead of being distinct to lecture topics or objectives

J. Cripe: Will work on specifics and bring the course back

CLP 30 was placed on Pending Business

2. **RTVF/SOC 12 – Mass Media and Society**
   Changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; *Effective Term: Spring 2013*

3. **RTVF 13 – Exploring Contemporary Television**
   Changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; *Effective Term: Spring 2013*

4. **RTVF 15 – Introduction to Film**
   Changes in catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments and materials of instruction; *Effective Term: Spring 2013*

   Mark Hall represented Radio, TV, Film
   - Courses have been updated as part of curriculum review
   - RTVF 55 had the lec/lab hours aligned to better fit student need
   - Motion to vote on all RTVF courses as a block; R. White, Second: J. Dahlgren; Approval: Unanimous
   - Motion to place all RTVF courses on Consent Agenda; S. Hammond, Second: S. Bartlett, Approval: Unanimous

E. **Course Repeatability Changes per Title V (Information Only) (Effective Term: Summer/Fall 2013)**

1. **WLD 20 – Beginning Welding**
   From Repeat 1 time to Not Repeatable

2. **WLD 21 – Intermediate Welding**
   From Repeat 1 time to Not Repeatable

3. **WLD 22 – Oxyacetylene Welding and Flame Cutting**
   From Repeat 1 time to Not Repeatable

4. **WLD 24 – Shielded Metal Arc Welding (Stick Electrode)**
   From Repeat 1 time to Not Repeatable

5. **WLD 25 – Fabrication Practicums**
   From Repeat 1 time to Not Repeatable

6. **WLD 26 – Symbol Reading, Blue Print Interpretation and Computations**
   From Repeat 1 time to Not Repeatable

7. **WLD 28 – Mig and Tig Arc Welding**
   From Repeat 1 time to Not Repeatable

8. **WLD 30 – Heavy Plate Welding**
   From Repeat 1 time to Not Repeatable

9. **WLD 32 – Integrated Welding Applications**
   From Repeat 1 time to Not Repeatable

10. **WLD 34 – Pipe and Tube Welding**
    From Repeat 1 time to Not Repeatable

11. **WLD 36 – Welder Qualification**
    From Repeat 1 time to Not Repeatable

12. **WLD 40 – Welding Equipment Maintenance and Service**
    From Repeat 1 time to Not Repeatable

13. **WLD 50 – Pipe Fitting and Cutting**
    From Repeat 1 time to Not Repeatable

14. **WLD 55 – Power Generation and Petroleum Chemical Pipe and Tube Welding**
    From Repeat 1 time to Not Repeatable
The committee endorsed the change in repeats on these courses

F. Course Deletions *(Information Only)*; Effective Spring 2013
1. CDF 96(A-Z) – Current Trends and Issues in Early Childhood Education
2. CDF 96B – Early Childhood Education Seminar
   Elective choice; AS Early Childhood Education
3. CDF 96C – Children’s Cooking Activities
   Elective choice; AS Early Childhood Education
4. CDF 96D – Children and the Media
   Elective choice; AS Early Childhood Education
5. CDF 96E – Teaching Young Children in Violent Times
   Elective choice; AS Early Childhood Education
6. CDF 96F – Working Collaboratively With Young Children’s Families
   Elective choice; AS Early Childhood Education
7. CDF 96G – Power of Play
   Elective choice; AS Early Childhood Education
8. WLD 90(A-Z) – Welding Update Training
9. WLD 90D – Fabrication
10. WLD 90M – Current Industry Techniques
11. WLD 90N – Current Welding Equipment
12. WLD 250 – Welding Shop Practices
   Core; AS Welding Technology; change in units (from 53.5 to 51.5)
   Core; CA Welding Technology; change in units (from 43 to 41)
   Core; CC PowerPathway Gas Pipeline Welding; change in units (from 7 to 6)
   The committee endorsed the deletion of these courses

G. New Programs *(Effective Term: Fall 2013)*
1. **Certificate in Welding Technology Level I** (9 Units)
2. **Certificate in Welding Technology Level II** (14 Units)
3. **Certificate in Welding Technology Level III** (17 Units)

Don Robinson represented Welding Technology
- Two years ago, we adopted new curriculum developed by National Center for Construction Trade and Research (NCCER) which is also tied to American Welding Society (AWS). This curriculum has three levels, which we have developed certificate from:
  - Level I is the certificate for beginning welders
  - Level II is the Fall core program courses
  - Level III is the Spring core program courses
- Advisory Committees and local businesses know what each of the certificates mean

Motion to place on Consent Agenda; R. White, Second: J. Dahlgren, Approval: Unanimous

H. Program Modifications *(Effective Term: Fall 2013)*
1. **AS Degree in Welding Technology**
   Change core courses from 200 level to 100 level (“WLD 250, WLD 251” to “WLD 154, WLD 156, WLD 160”); change in units (from 53.5 to 54)
2. **Certificate of Achievement in Welding Technology**
   Change core courses from 200 level to 100 level (“WLD 250, WLD 251” to “WLD 154, WLD 156, WLD 160”)
3. **Certificate in PowerPathway Gas Pipeline Welding**
   Change core courses from 200 level to 100 level (“WLD 250, WLD 251” to “WLD 158, WLD 162”)


Don Robinson represented Welding Technology
- These changes reflect the change in 200 level courses to 100 level courses to be “degree applicable”
- Motion to vote on these certificates as a block and place on Consent Agenda; S. Hammond, Second: S. Bartlett, Approval: Unanimous

I. Correction *(Information Only)*
1. **FSC 203Z – Fire and Safety Training Orientation**
   Correction to prior agenda course deletion – this course will remain active

6. **Miscellaneous Agenda Items**
   A. Pedagogical Cap Guidelines – B. Trolinger
   - J. Cripe explained two changes to the guidelines document:
     - Added “number of pages” as opposed to word count in “amount of work” section
     - Added “Please include comparable course pedagogical caps from similar colleges, as available” to the “additional considerations” section
     - L. Henson, via email, suggested including similar courses and/or colleges to this section or having a median benchmark and compare proposed ped cap to the median ped cap
     - One thing not addressed in this document is fiscal impact
     - This document shows pedagogical reasons only
     - Took the document to Chairs/Coordinators meeting, resulting in strong advocacy for best practice pedagogy
   - M. Brynnan: How would the median be defined?
   - J. Cripe: It could mean internal “like” courses or external college courses. It is very difficult either way to determine a median. If internal, how like, and who is the baseline? If external, which colleges?
   - S. Bartlett: That is where additional consideration comes into play, which may involve research from a variety of areas
   - S. Hammond: Does this document provide enough guidance? There needs to be room to negotiate on a course-by-course basis
   - S. Bartlett: This is a good document, one we should pilot, which we can then determine what the problems are and make changes after we have evaluative work
   - R. White: Ultimately, it is a human filter. Even in the document that had a number, the department was allowed to adjust the weights as they saw appropriate. This is fine as a living document not necessarily as a pilot and is a way of decomposing the argument
   - J. Cripe: And it gives us something to point back to if questions arise
   - R. White: Is this intended to justify the ped caps now or changes moving forward?
   - B. Trolinger: Changes moving forward
   - S. Yaqub: The Academic Senate paper about setting enrollment maximums states “that while the primary factors in setting class enrollment maximums should be rooted in pedagogy and student success, administrators must ensure that curriculum committees consider the economic realities faced by the college at any given point in time and thus their input is vital in establishing such limits”
   - S. Yaqub: My reading of that is that part of the role of this group is to make sure that economic realities are considered when discussing ped caps. So if it doesn’t come through with this set of questions or this set of paperwork, then perhaps we should have some set questions that we ask or some way that we are having this discussion when ped caps come forward
S. Yaqub: There is a statement in the BCEA Agreement, Article 7.1 “The District shall have a WSCH/FTE target of 530” which means an average of 35 students in a class. We are below this target.

S. Bartlett: So if it 35 or above, then it meets the minimum WSCH, if 35 or below we are dipping into someone else’s tank. If above 35, we are contributing fuel to the general tank. Maybe a course above 35 doesn’t need the level of scrutiny that a class lower would have.

B. Trolinger: Would Administration view it as discussion over if the cap was above 35?

S. Yaqub: Looking back at Leslie’s idea about a comparative, in a way we need that set bar for things to be set against. The missing piece here is what is our average ped cap across the college, or maybe by department, then we would have the data to do a comparative analysis. We need a way to determine what the expected ped cap is for a specific type of class.

J. Cripe: We can’t just look at justifying ped caps lower than 35 or the WSCH/FTE will go down.

B. Trolinger: Do we ask administration to develop a metric to bring into the discussion?

S. Yaqub: At many colleges administration decides the ped caps. At Butte College it is decided by the curriculum committee. If it our decision, then fiscal realities need to be part of the discussion.

S. Bartlett: Many of us have the pedagogy expertise but not the fiscal expertise.

S. Yaqub: There may be a way not to have this discussion here.

S. Bartlett: Who’s responsibility is it?

M. Brynnan: There is a dean level of approval in the chain.

S. Yaqub: Agreed, we do have administrative ‘voice’ along the way.

R. White: There seem to be two caps; the administrative cap that keeps the lights on and the pedagogical cap, where the student experience with the instructor is optimized. This number may be dependent on the budget at the time.

J. Cripe: We need to ask this committee to be harder with decisions and do what’s right for the college.

S. Carey: If the cap is not about student need and teaching experience then it can’t be called a ped cap; it is something else. We have many caps that were set years ago for many reasons, not necessarily about pedagogy.

S. Hammond: If the BCEA Agreement already references the ideal ped cap, shouldn’t this be in the mix?

S. Bartlett: Is there not a stopping point in our process regarding ped caps?

S. Yaqub: There is a dean step, but it is support or not support only, not approval, and it does not stop the progress of the course.

S. Carey: There is a lot of value in having the chairs and deans review many parts of the outline, but at Technical Review we see many things that surprise us. The people responsible for reviewing should be reviewing and if that is not done, then those discussions will have to happen here.

J. Cripe: We should have an informed best practice in place, a mindset of what’s reasonable.

S. Yaqub: There are two things on the table: this document and process for fiscal considerations for setting ped caps. This document serves a purpose but not the whole purpose.

R. White: At this stage we are not going to solve everything, but there should be a statement on the form saying expect the answer of no, unless there is a preponderance of evidence that proves otherwise.

Motion to accept this document as a living document with an added conservative statement that assumes no, such as “Without preponderance of evidence that proves
otherwise, ped caps will remain the same”; R. White, Second: J. Cripe, Approval: Unanimous with abstentions: D. Danielson, M. Brynnan, J. White

- More work will be done on the form

B. Spring 2013 Curriculum Committee Schedule – B. Trolinger
- February 11 and March 11 curriculum meetings have been cancelled for Spring 2013 due to our progress this Fall

C. Next Meeting – November 19, 2012

D. Motion to Adjourn; J. Dahlgren, Second: S. Bartlett, Approval: Unanimous