



Curriculum Committee

MINUTES

May 6, 2024

Members Present

Donna Davis, Chairperson	Craig Kielb, Automotive
Denise Adams, Dean	Phillip Manning, Drafting, ITEC, & Manufacturing
Matthew Cervantes, Computer Science	Patrick McDougall, Physics
Irma Gonzalez Cuadros, Academic Senate	Erik Shearer, V.P. of Instruction
Anthony Ferro, Associate Faculty, Kinesiology	Heather Springer, Equity & Inclusion Specialist
Felicia Flores, Cosmetology	Elena Tan, Associate Faculty, Japanese
Tia Germar, Library	Dr. Jacob Vazquez, Agriculture
Elizabeth Heaton, AS Representative	Suzanne Wakim, SLO Coordinator
Dr. Leslie Henson, English	Dr. Robert White, Dean
Jessica Jackson, Articulation Officer	

Members Absent

Rachel Sicke, Counselor

Guests Present

Hesam Abedini, Music	Ryan Heimlich, Music
Kimberly Bartsch, Mathematics	Julie Jenks, Biological Sciences
Kenneth Bearden, Chair, BE/BCIS	Michelle Kelley, BCIS
Don Beasley, Director, Public Safety Education	Becky Kenshol, Admissions & Records
Kam Bull, Dean	Deb McCabe, Chair, CMST, ETHS, and WL
Cynthia Bynoe, Chair, Sociocultural Studies	Katalin Miko, Cosmetology
Teresa Doyle, Dean	Shahroukh Mistry, Biological Science
Dave Elke, Music	Carrie Monlux, Dean
Molly Emmons, English	Tray Robinson, IDEA Officer
Devin Flesher, Administration of Justice	Zariel Torres, Financial Aid
Isidoro Guzman, Ethnic Studies	Jess Vickery, Chemistry

AGENDA

1. **Agenda Adoption - 1 minute(s)**

Motion to amend agenda to add DE lecture to MCGS 10 (8 B.15) and MUS 87 (8 A.6); remove DE from COS 29 (8 B.12); M/S/P

Motion to pull item 8 C.7 (AS Degree in STEM Foundations) from agenda; M/S/P

Motion to approve agenda as amended; M/S/P

2. **Minutes Approval - 1 minute(s)**

A. April 22, 2024

Motion to approve minutes as amended (add default ped cap on MATH 30s of 25); M/S/P

3. **General Announcements - 3 minute(s)**

Curriculum Committee members are invited to make announcements to the committee

- I. Gonzales - Invited the Curriculum Committee to be more welcoming and collegial to guest presenters at meetings

4. **Public Comments - 3 minute(s)**

Members of the public are invited to comment on items not on the agenda

- None

5. **Consent Agenda - 2 minute(s)**

A. New Course(s)

1. **ANTH 3 - Biological Anthropology Lab (1 Unit)**

Catalog Description: *This laboratory course is offered as a supplement to Introduction to Biological Anthropology either taken concurrently or in a subsequent term. Laboratory exercises are designed to introduce students to the scientific method and explore genetics, human variation, human and non-human primate anatomy and behavior, the primate/hominin fossil record and other resources to investigate processes that affect human evolution.*

Contact Hours: 51 Lab

C-ID: ANTH 115L

Discipline: Masters in Anthropology

Ped Cap: 35

Prerequisite: ANTH 2 (or concurrent enrollment)

Program Status: AA-T in Anthropology

Transfer Status/General Education: UC, CalGETC Area 5C

Rationale: *This C-ID aligned lab course will complement the ANTH 2 lecture course*

Effective Term: Fall 2025

2. **ESL 305 - ESL Academic Reading and Writing (0 Units)**

Catalog Description: *This is a developmental reading and composition course designed to prepare advanced ESL students for the English composition requirement at the college level. English language learners develop their fluency in academic English with emphasis on reading, writing, and discussion skills. Unlimited repeats. Satisfactory/Unsatisfactory.*

Contact Hours: 68 Lecture

Credit Status: Noncredit

Levels Below Transfer: One

Noncredit Category: English as a Second Language (ESL)

Discipline: Masters in English and Masters in English as a Second Language (ESL)

Distance Education: Lecture

Ped Cap: 25

Prerequisite: ESL 304 or permission of instructor

Program Status: Standalone

Transfer Status: Non-Transferable

Rationale: *This course will help students bridge the gap from ESL 304 to ENGL 2 or ENGL 3*

Effective Term: Fall 2025

3. **ETHS 3 - Ethnic Studies for Educators (3 Units)**

Catalog Description: *This course prepares current TK-12 educators and aspiring teachers to use the concepts and methods of Ethnic Studies in curriculum design (lesson and unit planning) and pedagogical practice in secondary education. Students will understand the history, value and core concepts of the Ethnic Studies discipline and will explore past and present experiences of historically marginalized students of color in the U.S. education system (focusing on Native American, African American, Asian American and Latina and Latino American communities). The course will cover historical inequalities that are reproduced within the U.S. education system as well as strategies for using education as a site for resistance, liberation and social justice.*

Contact Hours: 51 Lecture

Discipline: Masters in Ethnic Studies

Ped Cap: 35

Program Status: Program applicable

Transfer Status/General Education: UC, CalGETC Area 4

Rationale: *This course will involve a high degree of collaborative learning and hands-on practice in designing curricula and pedagogical strategies.*

Effective Term: Fall 2025

4. **MATH 30s - Analytic Geometry and Calculus I with Support (5 Units)**

Catalog Description: *A first course in differential and integral calculus of a single variable: functions, limits and continuity, techniques and applications of differentiation and integration, Fundamental Theorem of Calculus. Primarily for Science, Technology, Engineering & Math Majors. This course will contain the same curriculum as MATH 30 but will also have embedded support to review key pre-calculus concepts. This course emphasizes in-class activities and applications.*

Contact Hours: 51 Lecture/68 Activity

C-ID: MATH 210

Discipline: Masters in Mathematics

Ped Cap: 25

Prerequisite: MATH 20 and MATH 26 or MATH 20s and MATH 26s, MATH 28 or MATH 28s, or college-level Pre-calculus or equivalent

Program Status: Option to MATH 30 in the following programs:

AS-T in Biology, AS in Chemistry, AS-T in Computer Science, AS in Computer Science, AA-T in Economics, AS in Engineering, AS in Environmental Science, AS in General Physics, AS-T in Geology, AS-T in Mathematics, AS in Mathematics, AS in Physical Science, AS-T in Physics

Transfer Status/General Education: UC, CalGETC Area 2A

Rationale: *The structure of the course is intended to be high touch where individual student needs are being assessed and met on a weekly basis.*

Effective Term: Fall 2025

B. Course Modification(s)

1. **AGS 40 - Introduction to Animal Science**

Catalog Description: *A scientific approach to the livestock industry encompassing aspects of animal anatomy, physiology, nutrition, genetics and epidemiology. Emphasis on the origin, characteristics, adaptations and contributions of livestock to the modern agriculture industry. Laboratory exercises will provide an introduction to the empirical method including data collection and analysis. Field trips may be required. (C-ID AG-AS 104).*

Major Modification: Change in GE (CalGETC Area 5B/5C), units (from 3 to 4), hours (from 34 lec/51 lab to 51 lec/51 lab), DE (remove Lecture), catalog description, objectives, unit titles, methods of instruction, methods of evaluation, and materials of instruction

Programs Impacted:

AS-T in Agriculture Business (change in units from 23 to 23-24)

AS in Agriculture Business (change in units from 26 to 26-27)

AS in Agriculture and Natural Resources (change in units from 34-37 to 34-38)

AS in Agriculture Science (change in units from 43 to 43-44)

CA in Agriculture Business (change in units from 22 to 22-23)

Rationale: *CalGETC approval*

Effective Term: Fall 2025

2. **AJLE 164 - POST Dispatcher Course**

Catalog Description: *Becoming a public safety dispatcher means choosing dispatching not only as a career, but as an ethical commitment to maintain public trust. Public safety dispatchers must understand their role and responsibilities, understand the operation of the communications center, and act with a high degree of professionalism and ethics. This course will cover the communication process of dispatching, criminal justice system, laws and the California Penal Codes, communication technology operations, resource referral services, and wellness management. This course meets the minimum*

requirements for certification by the California Commission on Peace Officer Standards and Training. Pass/No Pass only.

Major Modification: Change in units (from 6.5 to 8.5), hours (from 104 lec/16 lab to 146 lec/14 lab), catalog description, unit titles, methods of instruction, methods of evaluation, examples of assignment, and materials of instruction

Rationale: *The California Commission on Peace Officer Standards and Training (POST) has enhanced the existing Public Safety*

Effective Term: Summer 2024

3. **ANTH 2 - Introduction to Biological Anthropology**

Catalog Description: *This course introduces the concepts, methods of inquiry, and scientific explanations for biological evolution and their application to the human species. Issues and topics will include, but are not limited to, genetics, evolutionary theory, human variation and biocultural adaptations, comparative primate anatomy and behavior, and the fossil evidence for human evolution. The scientific method serves as the foundation of the course. (C-ID ANTH 110).*

Major Modification: Change in title (from "Physical Anthropology" to "Introduction to Biological Anthropology") catalog description, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *C-ID course alignment*

Effective Term: Fall 2025

4. **EDUC 110 - Critical Skills for College Success**

Catalog Description: *This course is designed to teach specific learning skills in general areas such as reading, writing, math, computer literacy, and study strategies. Requirements for the course include the student's participation in three conferences with Center for Academic Success (CAS) instructors; attendance at eight separate Critical Skills Workshops, each covering a different topic; and completion of homework for each workshop attended. Workshop topics are chosen specific to the individual needs of the student in support of a 100-level content class selected by the student. Pass/No Pass only. Open Entry/Open Exit.*

Major Modification: Change in CB08 (from NBS to BS), unit titles, examples of assignments, and materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2025

5. **EMS 203 - Emergency Medical Technician Refresher**

Catalog Description: *This course meets the requirements for an individual to re-certify as a California State Emergency Medical Technician (EMT). Pass/No Pass only.*

Minor Modification: Change in prerequisite (from "EMS 111 and must possess a valid EMT Certificate in the State of California which is current or has been expired for no more than 24 months and a Healthcare Provider level CPR equivalent to the American Heart Association" to "Must possess a valid EMT Certificate in the State of California which is current or has expired for no more than 24 months and a Healthcare Provider level CPR equivalent to the American Heart Association"), methods of instruction, examples of assignments, and materials of instruction

Rationale: *Prerequisite change*

Effective Term: Fall 2024

6. **ESL 301 - ESL Level I**

Catalog Description: *This course provides a conversational approach to the learning of elementary English. It offers the English language learner practice in verbal communication with special emphasis on literacy and life skills. The introduction to basic literacy skills reinforces spoken and written English. Unlimited repeats. Satisfactory/Unsatisfactory only. Open Entry/Open Exit.*

Major Modification: Change in number and title (from "ESL 310 – Survival/Like Skills for ESL Students" to "ESL 301 – Level I"), levels below transfer (from 8 to 4), objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2025

7. **ESL 302 – ESL Level II**

Catalog Description: *This course moves the English language learner from basic literacy skills to more in-depth practice with foundational grammatical structures and expressions in English. Speaking and listening skills are practiced, with introduction to writing and reading utilizing appropriate level texts. Unlimited repeats. Satisfactory/Unsatisfactory only. Open Entry/Open Exit.*

Major Modification: Change in number and title (from "ESL 311 – ESL Level 1" to "ESL 302 – ESL Level II"), enrollment (add "open entry/open exit"), levels below transfer (from 8 to 3), DE (remove), unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2025

8. **ESL 303 - ESL Level III**

Catalog Description: *This course reinforces and expands an English language learner's literacy and communication skills for life, college, and career. It engages students in collaborative activities that integrate reading, writing, speaking, and listening. Intermediate grammar and vocabulary are introduced in context. Unlimited repeats. Satisfactory/Unsatisfactory only. Open Entry/Open Exit.*

Major Modification: Change in number and title (from "ESL 312 – ESL Level 2" to "ESL 303 – ESL Level III"), enrollment (add "open entry/open exit"), levels below transfer (from 7 to 2), DE (remove), objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2025

9. **ESL 304 - ESL Level IV**

Catalog Description: *This course assists an English language learner in developing communication for life, career, and college. Through the integration of reading, writing, speaking and listening activities in English, this course prepares the student to communicate academically and introduces intermediate-to-advanced level grammar structures in context. Unlimited repeats. Satisfactory/Unsatisfactory only. Open Entry/Open Exit.*

Major Modification: Change in title from ("ESL 313 - ESL Level 3" to "ESL 304 - ESL Level IV"), enrollment (add "open entry/open exit"), levels below transfer (from 6 to 1), DE (remove), unit titles, methods of instruction, methods of evaluation, examples of assignments, and material of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2025

10. **ESL 340 - Technology Skills for ESL Students**

Catalog Description: *This course will support English language learners as they acquire digital literacy practices to become users and creators of digital content. Students will use technology to engage in authentic English communication in a variety of personal, professional, and academic contexts. Students will engage in reading, writing, speaking, and listening strategies by exploring a variety of digital texts, genres, cultural artifacts, platforms, applications, and programs. Unlimited repeats. Satisfactory/Unsatisfactory only.*

Major Modification: Change in enrollment (remove "open entry/open exit"), levels below transfer (from 6 to 1), hours (from 85 to 68), objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2025

C. Discipline Change(s)

1. **ENGR 10 - Digital Logic Fundamentals**

Catalog Description: *In this course the student will be trained in the use of symbolic digital logic including switching algebra, optimization, Karnaugh map construction and use and the design of*

combinational logic networks. The student will develop skills in mapping of sequential logic theory to practical devices using flip-flops, registers and counters

Discipline: Add Engineering Support

Rationale: *The department plans to add this course to a new Engineering Technician program*

Effective Term: Fall 2024

D. Course Deletion(s)

1. **EDUC 210 - Critical Skills for College Success**

Program Status: Standalone

Rationale: Course no longer offered

Effective Term: Fall 2024

E. New Program(s)

1. **AS Degree in Health Occupations Preparation (24-38 Units)**

Catalog Description: An Associate in Science in Health Occupations Preparation degree readies students for programs such as licensed vocational nursing, registered nursing, and respiratory therapy at Butte College. This degree also prepares students to transfer to healthcare related programs at neighboring community colleges and/or four-year institutions to continue studies in their area of interest. Students should consult with a counselor for more information on varied requirements for specific pathways.

Required Core: BIOL 20, BIOL 21, Select one: CHEM 1 or CHEM 51, Select one: MATH 18/18s or MATH 26/26s, Select one: ENGL 2 or ENGL 3; Select one option: LVN (3-4 units), RN/LVN-RN (16-17 units), or RT (13 units)

Effective Term: Fall 2024

F. Program Modification(s)

1. **AA-T Degree in Anthropology (19-21 Units)**

Catalog Description: Students completing Associate Degrees for Transfer are guaranteed admission to the CSU system. Please see the beginning of the "Academic Programs" section for details. Anthropology is the study of humans worldwide, both in the past and present. The program is designed to introduce students to culture as the core concept for understanding human behavior. The four subfields of anthropology (physical, archaeological, linguistics and cultural) are used as a foundation to examine varied perspectives about the world. Anthropology students graduate with an awareness of cultural and biological diversity and the complexity of past and contemporary societies. The degree offers courses required in the CSU, Chico major core program, in addition to courses approved for CSU General Education.

Modification: Change in units (from 18-20 to 19-21), required core (add ANTH 3)

Effective Term: Fall 2025

2. **AA-T Degree in History (18 Units)**

Catalog Description: Students completing Associate Degrees for Transfer are guaranteed admission to the CSU system. Please see the beginning of the "Academic Programs" section for details. History is the study of how the society we live in came to be. Through contemplation and analysis of historical materials, historians interpret the past and construct collective memory. The Associate Degree for Transfer in History supplies students with foundational knowledge in United States and World History, as well as with an introduction to the historical inquiry process. The degree offers three of five courses required in the CSU, Chico major core program, in addition to courses approved for CSU General Education.

Modification: Change in List A: Select two (add HIST 21 and HIST 23); no change in units

Effective Term: Fall 2025

3. **Noncredit Certificate of Competency in ESL (0 Units)**

Catalog Description: The Certificate of Competency in ESL is a sequence of noncredit ESL courses that takes English language learners from basic skills to high intermediate proficiency in preparation for their matriculation into credit courses. The program provides students with the foundational language

proficiency for various career fields or to matriculate into General Education courses. This certificate program requires 110 hours of attendance over at least two academic semesters as well as the successful completion of at least two courses in the ESL sequence, one of which must be ESL 304.

Modification: Change in program description, program learning outcomes, required core (from "ESL 313 - ESL Level 3" to "ESL 304 - ESL Level IV"), and require core choice select one (from "ESL 310, ESL 311, ESL 312, or ESL 340" to "ESL 301, ESL 302, ESL 303, or ESL 340")

Effective Term: Fall 2025

- It was established that items on the consent agenda are not open for discussion

Motion to approve consent agenda; M/S/P

6. Pending Item(s) – 6 minute(s)

A. Course Modification(s)

1. BCIS 16 - Project Management Tools

Catalog Description: *This course introduces students to two industry-leading management software used in today's successful businesses: Microsoft (MS) Project and Outlook. Students will be introduced to Microsoft Outlook, a personal information management (PIM) software, that provides users with the integrated tools needed to manage professional e-mail communication and accounts; manage and organize events; and create and manage contacts, contact lists, and Groups. Students will also be introduced to Microsoft Project, a project management software, that provides users with the management tools needed to build and manage business plans/schedule including creating tasks; setting up resources; assigning resources; creating Gantt charts, and Timelines, and reports; and tracking progress.*

Minor Modification: Change in ped cap (30 to 24), methods of instruction, examples of assignments, and materials of instruction

Rationale: *The current ped cap is considerably higher than other programs running computer-based courses*

Effective Term: Fall 2025

2. BCIS 18 - Introduction to Business Technology

Catalog Description: *This course is an examination of information and communication technologies used in today's businesses and the impact these technologies are having on today's workplaces. The course will include examination and application of a wide range of information and communication technology tools used to support and enhance business functions and processes. Focus will be placed on solving a variety of business problems, improving organizational productivity, and achieving the goals of business.*

Minor Modification: Change in ped cap (30 to 24), and materials of assignments

Rationale: *The current ped cap is considerably higher than other programs running computer-based courses*

Effective Term: Fall 2025

3. BCIS 20 - Beginning Keyboarding

Catalog Description: *This course is designed for the student who has had little or no previous training in the operation of a keyboard. Students learn to type by touch, to use appropriate keyboarding techniques, and to develop speed and accuracy. Students learn to use common proofreader's marks in document editing.*

Major Modification: Change in ped cap (30 to 24), units (from 1.5 to 1.0), and materials of instruction

Rationale: *The current ped cap is considerably higher than other programs running computer-based courses; COCI unit compliance*

Effective Term: Fall 2025

4. BCIS 24 - Advanced Keyboarding

Catalog Description: *This course builds on basic keyboarding skills by reinforcing both proper keyboarding and effective speed building techniques in order for the student to reach an employable typing speed. Emphasis is placed on developing straight copy and production skills with minimum errors at increased speeds. Keyboarding strengths and weaknesses will be diagnosed, followed by prescriptive*

drills to address the issues. Topics include review of alphabet keystroke, word level, capital letter, alternate-hand, punctuation, number, symbol, and horizontal/vertical reaches.

Major Modification: Change in ped cap (30 to 24), and units (from 1.5 to 1.0)

Rationale: *The current ped cap is considerably higher than other programs running computer-based courses; COCI unit compliance*

Effective Term: Fall 2025

5. **BCIS 28 - Microsoft Word for Windows**

Catalog Description: *This course covers a recent version of Microsoft Word for Windows for students who have an understanding of computers and desire comprehensive knowledge of word processing.*

Course content includes creating, editing, and formatting documents; creating and modifying headers and footers; inserting objects such as clipart, images, SmartArt, and WordArt; creating, modifying, and customizing tables; merging documents to create letters, envelopes and labels; creating charts; proofing documents; creating and managing shared documents and online forms; and automating process using macros. (C-ID BSOT 111X, BSOT 121X, BSOT 131X).

Minor Modification: Change in ped cap (30 to 24), and materials of instruction

Rationale: *The current ped cap is considerably higher than other programs running computer-based courses*

Effective Term: Fall 2025

6. **BCIS 70 - Adobe Acrobat Professional**

Catalog Description: *This course introduces students to the current version of Acrobat Pro DC software's major features. Coverage includes interacting with PDFs using multiple devices, creating, scanning, converting, editing, sharing, signing, protecting, & standardizing PDFs. Additionally, ensuring accessibility, applying Bates numbering, redacting sensitive information, and preparing fillable forms will also be covered. (C-ID BSOT 125X).*

Minor Modification: Change in ped cap (28 to 24)

Rationale: *The current ped cap is considerably higher than other programs running computer-based courses*

Effective Term: Fall 2025

7. **BCIS 84 - Basics of Computers**

Catalog Description: *This course provides students who have limited personal computer experience with the basic technology skills needed to customize the Windows operating system user interface; manage files, folders, disks, and drives; operate basic Windows programs; and use basic search features of the Internet Explorer browser to locate information. The focus of this course is on preparing those students who are pursuing careers in business environments.*

Major Modification: Change in ped cap (25 to 24), and hours (from 12.50 lec/12.50 lab to 12.75 lec/12.75 lab)

Rationale: *The current ped cap is considerably higher than other programs running computer-based courses; COCI unit compliance*

Effective Term: Fall 2025

8. **BCIS 85 - Microsoft Excel for Windows**

Catalog Description: *This course covers a recent version of Microsoft Excel for Windows for students who have an understanding of computers and desire comprehensive knowledge of spreadsheets. Course content includes creating, formatting, and maintaining worksheets; using logical and financial formulas and functions; creating and modifying charts; using visual enhancements; working with tables and data tools; creating vlookup and hlookup reference functions; and creating pivot tables. (C-ID BSOT 112X, BSOT 122X, BSOT 132X).*

Minor Modification: Change in ped cap (30 to 24), and materials of instruction

Rationale: *The current ped cap is considerably higher than other programs running computer-based courses*

Effective Term: Fall 2025

Michelle Kelley and Kenneth Bearden represented BCIS

- BCIS courses were set to pending business for further discussion on ped cap reductions, so the committee may account for the statistics related to the rationale and student success rates in different modalities (online vs. face-to-face)
- The department mentioned that online students are more tech savvy and will seek help via email or in canvas while face-to-face students are more reluctant to ask questions during class, so lowering the ped caps will enable this additional support and provide consistency with other department ped caps
- The committee discussed the fill rates and additional sections and faculty needed to lower the ped caps
- It was clarified that not all sections fill and BCIS 20 and BCIS 24 are stacked courses, so statistics will not indicate the additional sections needed
- Several committee members referenced the Curriculum Committee Decision Log and the statement that course ped caps are set unless there is compelling rationale; this rationale is not objectively clear
- It was stated that significant ped cap changes should be addressed through the department's unit plan to consider fiscal impacts
- Several committee members were concerned about setting up a new process related to the department's unit prioritization without actually having a process in place
- There was additional discussion about the scheduling sections, limiting of students access, and success rates
- The committee agreed there needs to be a new process and requested that a taskforce is established to address these concerns

Motion to block items 6 A.1-A.8 and approve with additional language related to unit planning prioritization for the ped caps; M/S/F (Ayes 6; Nays 10)

Motion to block items 6 A.1-A.8 and approve changes as presented; M/S/F (Ayes 6; Nays 10)

Motion to block items 6 A.1-A.8 and approve non-ped cap course changes as stated; M/S/P

Motion to postpone ped cap discussion indefinitely; M/S/P (Ayes 14; Nays 2)

Motion to form a taskforce to review ped caps to develop a process, and then report out to Academic Senate; M/S/P

7. Information Item(s) - 4 minute(s)

A. Program Map Change(s)

1. Business Education

- AS Degree in Accounting
- AS-T Degree in Business Administration 2.0
- AS Degree in Business Management
- AS Degree in Marketing
- AS Degree in Small Business/Entrepreneurship

Rationale: *Revise reorganization of program maps to create a common first semester*

Effective Term: Fall 2024

- Several committee members appreciated the common first semester

The committee endorsed

B. Course Families

1. Music

Add: Chamber Music

Effective Term: Fall 2025

The committee endorsed

C. 2-Year CE Program Review

1. **Administration of Justice (AJ)**
2. **Fire Science (FSC)**
3. **Emergency Medical Services (EMS, EMT)**

The committee endorsed

8. Action Item(s)

A. New Course(s) – 20 minute(s)

1. MATH 10 - Finite Math for Liberal Arts (3 Units)

Catalog Description: *This course is a survey of mathematical concepts in a variety of areas. Topics include linear functions, systems of linear equations and inequalities, matrices, linear programming, mathematics of finance, sets and Venn diagrams, combinatorial techniques and an introduction to probability. Applications in business, economics and social sciences.*

C-ID: MATH 130

Contact Hours: 34 Lecture/34 Activity

Discipline: Masters in Mathematics

Distance Education: Lecture

Ped Cap: 35

Prerequisite: Intermediate Algebra or equivalent

Program Status: GE

Transfer Status/General Education: UC, CalGETC Area 2

Rationale: *CalGETC approval and C-ID alignment*

Effective Term: Fall 2025

Kimberly Bartsch represented MATH 10

- This course replaces MATH 11, a non-STEM pathway to transfer level math Motion to place on consent; M/S/P

2. MUS 2 - Rap and Hip Hop Culture (3 Units)

Catalog Description: *This course traces the social, historical, and cultural influences of rap and hip-hop as an artistic form and global cultural phenomenon. It is designed for students who wish to examine and explore hip-hop culture while developing background knowledge of hip-hop history. The course will explore hip-hop's global impact and how it has developed as an art form. Key performers, producers, and movement voices are highlighted. The connections between rap music and other elements of hip-hop culture will be explored and students will be challenged to think critically about rap music and its place in society. Various societal issues within rap and hip-hop will be thoroughly examined, including race, sexuality, class, authenticity, violence, gender, censorship, and politics.*

Contact Hours: 51 Lecture

Discipline: Masters in Music

Distance Education: Lecture

Ped Cap: 35

Program Status: GE

Transfer Status/General Education: UC, CalGETC Area 3A

Rationale: *Diversify music course offerings*

Effective Term: Fall 2025

Ryan Heimlich and Hesam Abedini represented Music

- Updating the entire music course catalog to modernize music program and to diversify course offerings
- 3. MUS 8 - Music of Latin America and the Caribbean (3 Units)**
- Catalog Description: *This course is an introduction to the musical traditions of Latin America, the Caribbean, and Latin music in the United States. Students will study music as a form of communication*

and as a social and cultural force. The course will focus on the rhythms, melodies, and cultural contexts of the music and will examine the role of music in social and political movements. Through lectures, discussions, and hands-on activities, students will gain a deeper understanding of the music's evolution, cultural significance, and its impact on the global stage.

Contact Hours: 51 Lecture

Discipline: Masters in Music

Distance Education: Lecture

Ped Cap: 35

Program Status: GE

Transfer Status/General Education: UC, CalGETC Area 3A

Rationale: *Diversify music course offerings*

Effective Term: Fall 2025

- [Course is modeled after a popular course at San Francisco State University](#)
- [The committee asked if this would reduce the number of MUS 1 sections, and it was confirmed yes](#)

[Motion to block items 8 A.2-A.3 and place on consent; M/S/P](#)

4. **MUS 65 - Jazz Combo (1 Unit)**

Catalog Description: *This course is for the study, rehearsal, and public performance of literature appropriate to the small jazz combo, with an emphasis on the development of skills needed to perform within a specialized ensemble. Different literature will be studied each semester. This course may be repeated 3 times to meet the requirements of the AA-T in Music.*

C-ID: MUS 185

Contact Hours: 34 Activity

Course Families: Chamber Music

Discipline: Masters in Music and Commercial Music

Ped Cap: 10

Prerequisite: Ability to play an instrument or sing; audition required

Program Status: AA-T in Music, AA in Music, and CA in Music

Transfer Status/General Education: UC

Rationale: *Diversify music course offerings*

Effective Term: Fall 2025

- [These courses are small group ensembles](#)
- [MUS 65 and MUS 69 are in the new Chamber Music family](#)

[Motion to block items 8 A.4-A.5 and place on consent; M/S/P](#)

5. **MUS 69 - Chamber Music (1 Unit)**

Catalog Description: *This course is for the study, rehearsal, and public performance of literature appropriate to the chamber ensemble, with an emphasis on the development of skills needed to perform within a specialized ensemble. Different literature will be studied each semester. This course may be repeated 3 times to meet the requirements of the AA-T in Music.*

C-ID: MUS 185

Contact Hours: 34 Activity

Course Families: Chamber Music

Discipline: Masters in Music

Ped Cap: 10

Prerequisite: Ability to play an instrument or sing; audition required

Program Status: AA-T in Music, AA in Music, and CA in Music

Transfer Status/General Education: UC

Rationale: *Diversify music course offerings*

Effective Term: Fall 2025

- [See Action Item 8 A.4](#)

6. **MUS 87 - Music Composition (3 Units)**

Catalog Description: *This course is an introduction to original musical composition for solo and chamber music as well as music in multimedia. Through the analysis of applicable musical literature, this course explores instrumentation, orchestration, form and structure, timbre, pitch, rhythm, texture, interculturalism, and contemporary music notation. The course includes an introduction to music in multimedia, including music for film and video games. Students will be expected to compose original compositions, produce performances, and create a portfolio of their work.*

Contact Hours: 51 Lecture

Discipline: Masters in Music

Distance Education: Lecture

Ped Cap: 35

Prerequisite: MUS 3

Program Status: AA in Music and CA in Music Theory and Composition

Transfer Status/General Education: UC

Rationale: *Diversify music course offerings*

Effective Term: Fall 2025

- [Introductory course for music majors or students with interest in music](#)

7. **MUS 89 - Jazz Composition & Arranging (3 Units)**

Catalog Description: *This course delves into the realm of jazz theory and explores diverse jazz styles from a practical perspective. Through the studies of jazz harmony and melody construction in improvisation, students learn how to arrange and compose for jazz ensembles. Covered topics include historical awareness of the subject, terminology, chord symbols, clear lead sheet notation, transpositions, and scales, rhythms, and harmonies commonly used in jazz and popular music.*

Contact Hours: 51 Lecture

Discipline: Masters in Music

Distance Education: Lecture

Ped Cap: 35

Prerequisite: MUS 3

Program Status: AA in Music and CA in Music Theory and Composition

Transfer Status/General Education: UC

Rationale: *Diversify music course offerings*

Effective Term: Fall 2025

- [This creatively driven course focuses on writing jazz and/or popular music](#)

8. **MUS 90 - Introduction to the Music Industry (2 Units)**

Catalog Description: *A survey of the music industry with focus on the skill, experience, and education needed for careers within the music industry. Topics include music publishing, performing rights, copyright issues, resume building, artist statements, publicity, music licensing, digital distribution, record companies, and artist management.*

Contact Hours: 34 Lecture

Discipline: Masters in Music

Distance Education: Lecture

Ped Cap: 35

Program Status: AA in Music

Transfer Status/General Education: UC

Rationale: *Diversify music course offerings*

Effective Term: Fall 2025

- [Broad survey course designed to teach skills and concepts related to the music industry](#)

9. **MUS 92 - Introduction to Music Education (2 Units)**

Catalog Description: *This course is an introduction to music teaching. Topics covered include pedagogical methods, classroom management, lesson planning, and potential career options in music*

education, including TK-12 and private teaching. Students will develop their own philosophy of music education through readings, observations, and guided teaching. In addition to class time, the course requires 17 hours of structured fieldwork in music education settings in cooperation with carefully selected and campus-approved teachers.

Contact Hours: 34 Lecture/17 Lab

Distance Education: Lecture

Discipline: Masters in Music

Ped Cap: 35

Program Status: AA in Music

Transfer Status/General Education: UC

Rationale: Diversify music course offerings

Effective Term: Fall 2025

- This is a field work education course for students who want to be music teachers (primary, secondary, and/or private lesson settings)
- The committee asked if these courses conflict with the AA-T in Music and if there will be non-credit versions
- It was confirmed that these courses are adding more choices to the existing music degrees
- There was concerns about articulation agreements when some of the courses are upper division only
- It was indicated that several UCs/CSUs in Southern California allow for lower division courses

Motion to block items 8 A.6-A.9 and place on consent; M/S/P

B. Course Modification(s) – 30 minute(s)

1. **AJ 1 - Criminology**

Catalog Description: *This course offers a comprehensive exploration of criminological theories and their application within diverse societal contexts, examining the interaction between law enforcement agencies and the communities they serve. Through a critical lens, students will explore the philosophy of law, the organizational structures of law enforcement at various governmental levels, and the dynamic interrelationships between these entities. Special emphasis is placed on the theoretical underpinnings of criminology, including biological, psychological, and sociological perspectives on crime and criminal behavior. The course critically addresses the influence of gender, sexuality, race, ethnicity, class, and culture on crime and criminal justice responses. Through an analysis of contemporary issues, historical developments, and comparative criminology, students are encouraged to apply theoretical concepts to understand the complexities of crime in a global context, fostering a deep appreciation for the contributions and perspectives of diverse groups. Graded only.*

Minor Modification: Change in GE (UC, CalGETC Area 4), catalog description, objectives, unit titles, examples of assignments, and materials of instruction

Rationale: CalGETC approval

Effective Term: Fall 2025

Devin Flesher represented AJ 1

- Course was updated to be compliant for CalGETC Area 4 consideration
- Several committee members questioned if there are OER/ZTC (Open Educational Resources/Zero Textbook Cost) materials of instruction available
- The department will investigate these options; students use McGraw-Hill online access point

Motion to place on consent; M/S/P

2. **AJLE 151A - PC 832 Arrest Module**

Catalog Description: *This course is the first of two modules that comprise the minimum training standard for California peace officers as specified by the California Commission on Peace Officer*

Standards and Training (P.O.S.T.). Graduates of this course qualify for minimal peace officer powers as defined by the California Penal Code. This module contains instruction in 12 specific classroom subjects related to the authority and limitations of arrest. Additionally, students will participate in 10 hours of hands-on training in arrest, control, and searching techniques. Pass/No Pass only.

Major Modification: Change in units (from 2 to 1.5), prerequisite (add "Students must obtain a medical examination and clearance from a medical doctor and submit completed medical history and clearance forms prior to the start of the course. The required forms will be provided by contacting the college Public Safety Education and Training Center.")

Rationale: *State mandate/COCI unit compliance*

Effective Term: Summer 2024

Don Beasley represented AJLE

- Two-part training courses designed for students who need extremely limited peace officer instruction
- State mandated DOJ and medical clearance are required for these courses

Motion to block items 8 B.1-B.2; M/S/P

Motion to place blocked items on consent; M/S/P

3. **AJLE 151B - PC 832 Firearms Module**

Catalog Description: *Students must provide a California Department of Justice clearance within 90 days prior to the start of the course which confirms that the applicant has no felony or misdemeanor convictions which would prohibit possession of a firearm. This process can take up to 30 days to complete.*

Minor Modification: Change in prerequisite (from "Students must provide a California Department of Justice clearance within 90 days prior to the start of the course which confirms that the applicant has no felony or misdemeanor convictions which would prohibit possession of a firearm. This process can take up to 30 days to complete." to "Students must provide a California Department of Justice clearance within 90 days prior to the start of the course which confirms that the applicant has no felony or misdemeanor convictions which would prohibit possession of a firearm. This process can take up to 30 days to complete. Students must obtain a medical examination and clearance from a medical doctor and submit completed medical history and clearance forms prior to the start of the course. The required forms will be provided by contacting the college Public Safety Education and Training Center.")

Rationale: *State mandate*

Effective Term: Summer 2024

- *See Action Item 8 B.2*

4. **COS 10 - Health, Safety and Sanitation Theory**

Catalog Description: *This course will teach standard health, safety, and sanitation practices in Cosmetology, Barbering, Manicuring, and Esthetics. Students will understand agency standards and state board requirements for beauty professionals servicing the general public.*

Major Modification: Change in prerequisite (remove "Admission to the Cosmetology Program"), catalog description, objectives, unit titles, methods of instruction, examples of assignments, and materials of instruction

Rationale: *State mandated program hours*

Effective Term: Fall 2025

Felicia Flores represented Cosmetology

- The department reorganized content and reduced hours to align with the State Board of Cosmetology's mandated 1000 hours
- This restructure allows students more time to complete GE and other requirements

Motion to block items 8 B.4-B.14 and place on consent; M/S/P

5. **COS 11 - Health, Safety and Sanitation Practicum**

Catalog Description: *This course will teach procedural application of standard health, safety, and sanitation practices in Cosmetology, Barbering, Manicuring, Hairstyling and Esthetics. Emphasis will be placed on the practice of Disinfection and Health standards required by the California State Board of Barbering and Cosmetology for practice and licensing in the beauty industry. Students will practice and demonstrate State Board disinfection and sanitation for beauty professionals while servicing the public. This course is designed toward preparation for the California Board of Barbering and Cosmetology exam.*

Major Modification: Change in hours (from 215 to 51), units (from 4 to 1), prerequisite (remove "Admission to the Cosmetology Program"), catalog description, objectives, unit titles, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *State mandated program hours*

Effective Term: Fall 2025

- COS 10 and COS 11 are core courses
- The department minimized broad practicum and added hours for specifics in the other courses

See Action Item 8 B.4

6. **COS 12 - Manicuring and Pedicuring**

Catalog Description: *In this course students will develop and demonstrate proficiency in basic nail procedures. Topics are to include analyzation, treatment, creation, maintenance and removal of nail enhancements, including gel polish, wraps, repairs, acrylic and UV light cured gel enhancements. Students will work towards California State Board of Barbering and Cosmetology minimum practical hours and operations in subjects learned. This is a foundational course in the Cosmetology and Manicuring sequences.*

Major Modification: Change in hours (from 138 to 153), units (from 2.5 to 3), catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *State mandated program hours*

Effective Term: Fall 2025

See Action Item 8 B.4

7. **COS 17 - Trimming and Shaving I**

Catalog Description: *This fundamental course will introduce students to basic skills in beard trimming and shaving. Emphasis is placed on health and safety, Board of Barbering and Cosmetology standards, facial hair design, razor techniques, and equipment maintenance. Students will continue to work towards achieving the minimum hour requirements of California State Board of Barbering and Cosmetology practical operations in subjects learned.*

Major Modification: Change in hours (from 215 to 204), prerequisites (delete COS 19; add COS 10 and COS 11), catalog description, objectives, unit titles, methods of evaluation, and materials of instruction

Rationale: *State mandated program hours*

Effective Term: Fall 2025

See Action Item 8 B.4

8. **COS 19 - Hair Styling Services I**

Catalog Description: *In this course, students will develop and demonstrate fundamental hairstyling and haircutting skills. Emphasis is placed on State Board standards in client draping, shampooing and conditioning, fundamentals of hair design, and basic haircutting and basic hairstyling techniques. Students will practice and demonstrate State Board disinfection and sanitation techniques for beauty professionals while servicing the public. This course is designed toward preparation for the California State Board of Barbering and Cosmetology exam and is a fundamental course in the Cosmetology, Barbering or Hairstyling program sequences.*

Major Modification: Change in hours (from 215 to 204), catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *State mandated program hours*

Effective Term: Fall 2025

[See Action Item 8 B.4](#)

9. **COS 21 - Chemical Hair Services Practicum**

Catalog Description: *In this course students will develop and demonstrate understanding and practice of the basics of chemistry, chemical texture services, and the fundamentals of haircoloring. Students will work towards California State Board of Barbering and Cosmetology minimum practical operations in the subjects learned. This course is an integral class in the Barbering and Cosmetology program sequences.*

Major Modification: Change in hours (from 215 to 255), units (from 4 to 5), catalog description, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *State mandated program hours*

Effective Term: Fall 2025

[See Action Item 8 B.4](#)

10. **COS 23 - Skin Care**

Catalog Description: *This course will develop the knowledge and skills necessary to understand the nature of skin care and show proficiency in skin-related services. Topics include skin disorders and diseases, skin structure, growth and nutrition, advanced skin care, facials and lashes, to include lash lifting, coloring and lash extensions. Students will work towards California State Board of Barbering and Cosmetology minimum requirements and hours in subjects learned. This course is part of the Cosmetology and Barbering sequences, and foundational in the Esthetics course sequence.*

Major Modification: Change in hours (from 215 to 204), catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *State mandated program hours*

Effective Term: Fall 2025

[See Action Item 8 B.4](#)

11. **COS 27 - Trimming and Shaving II**

Catalog Description: *This course is the capstone course for the Barbering program. Students will practice and refine foundational practices, skills in beard trimming and shaving. Emphasis is placed on health & safety, facial-hair design, razor techniques for advanced trimming and shaving. Students will continue to work towards achieving the requirements of California State Board of Barbering and Cosmetology practical operations in subjects learned.*

Major Modification: Change in hours (from 215 to 204), catalog description, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *State mandated program hours*

Effective Term: Fall 2025

[See Action Item 8 B.4](#)

12. **COS 29 - Hair Styling Services II**

Catalog Description: *In this course, students will expand and cultivate skills in haircutting and hairdressing. Topics will include client consultation, applying required health, safety and disinfection protocols, advanced haircutting techniques and formal hairstyling training. Students will work towards California State Board of Barbering and Cosmetology minimum hours in subjects learned. This course is an advanced course in the Cosmetology and Hairstyling program sequences.*

Major Modification: Change in hours (from 215 to 153), units (from 4 to 3), ~~DE (Lec)~~, catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *State mandated program hours*

Effective Term: Fall 2025

[See Action Item 8 B.4](#)

13. COS 32 - Advanced Manicuring and Pedicuring

Catalog Description: *In this course students will perform advanced nail services on clients. Services include manicuring, pedicuring, safe use of manicuring equipment, nail enhancements and extensions, and safe removal of nail enhancements, acrylic, wraps and gel polish. Students will work towards California State Board of Barbering and Cosmetology practical operations and hours in subjects learned. This course is a capstone course in the Manicuring sequence.*

Major Modification: Change in hours (from 153 to 102), units (from 3 to 2), catalog description, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *State mandated program hours*

Effective Term: Fall 2025

[See Action Item 8 B.4](#)

14. COS 39 - Advanced Hair Styling Services

Catalog Description: *In this course, students will further expand and cultivate skills in haircutting and hairdressing. Topics will include client consultation, applying required health, safety and disinfection protocols, advanced haircutting techniques and formal hairstyling training. Students will work towards California State Board of Barbering and Cosmetology minimum hours in subjects learned. This course is an advanced course in the Cosmetology and Hairstyling program sequences.*

Major Modification: Change in hours (from 153 to 204), units (from 3 to 4), catalog description, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *State mandated program hours*

Effective Term: Fall 2025

[See Action Item 8 B.4](#)

15. MCGS 10 - Introduction to Women's Studies

Catalog Description: *This course is designed to introduce students to women's studies as an interdisciplinary field of knowledge that explores critical questions about the meaning of gender in society. This course provides a foundational understanding of the experiences, contributions, and challenges faced by women throughout history and across cultures. By exploring key concepts, theories, and perspectives, students will gain insight into the complex issues surrounding gender, identity, and power dynamics in contemporary society. Women's studies strives to provide equal education to students by making the study of the history and culture of women and women's experiences, generally omitted from the traditional curriculum, the central focus of scholarship. Topics may include law, culture, education, work, social policy, the media, and the family. (C-ID SJS 120).*

Minor Modification: Change in DE (Lec), catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2024

[Deb McCabe represented MCGS 10](#)

- [It was established that this course was updated for curriculum review and the intent was not a decision to exclude transgender topics by design](#)
- [The department's subject matter expert added language and content to be inclusive of transgender topics](#)

- Several committee members commended the changes in course content, and recommended that to improve curriculum for inclusivity the committee must ask the subject matter experts questions about anything that seems out-of-place
 - The committee recommended changing SLO #1 to "Describe women's studies"
- Motion to place on consent and amend to change SLO #1 to "Describe women's studies"; M/S/P

16. MUS 4 - Song Writing

Catalog Description: *This course is designed to teach students the basics of song writing with emphasis on the four primary elements required to write a good song: lyric development, chord progressions, melodic development, and song forms. Focus will be on creative songwriting by individuals and in teams, reflecting the trends in the modern music industry.*

Major Modification: Change in hours (from 17 lec/51 lab to 34 lec), DE (lec), discipline (add Commercial Music), ped cap (from 23 to 35), prerequisite (add MUS 3), objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *Curriculum and program updates to meet student needs*

Effective Term: Fall 2025

Ryan Heimlich and Hesam Abedini represented Music

- Creative course for students to write music and get immediate feedback from the class
- Motion to block items 8 B.16-B.21 and place on consent; M/S/P

17. MUS 51 - Digital Music Production I

Catalog Description: *This course is an introduction to digital music production beginning with computer system operation and file management techniques. Students will apply practical concepts of modern music composition like programming drums, recording MIDI instruments, arranging and mixing, as well as post-production techniques including compression, equalization, reverb and other audio post effects.*

Major Modification: Change in hours (from 8.5 lec/76.5 lab to 34 lec/51 lab), units (from 2 to 3), catalog description, objectives, unit titles, methods of instruction, examples of assignments, and materials of instruction

Rationale: *Curriculum and program updates to meet student needs*

Effective Term: Fall 2025

Dave Elke represented Music Recording Arts

- Curriculum update to provide consistency across programs to meet student needs
- See Action Item 8 B.16

18. MUS 52 - Introduction to Recording Techniques

Catalog Description: *In this course students will learn the fundamentals of studio recording techniques. Topics will include the history of recording technology, the fundamentals of sound, signal flow, microphone techniques, Digital Audio Workstations (DAWs), recording techniques, mixing consoles and typical studio gear. Students will gain hands-on experience with industry standard studio equipment in a professional quality recording studio.*

Major Modification: Change in hours (from 25.5 lec/76.5 lab to 34 lec/51 lab), unit titles, examples of assignments, and materials of instruction

Rationale: *Curriculum and program updates to meet student needs*

Effective Term: Fall 2025

- Course modified to align with what the students are actually doing in class
- See Action Item 8 B.16

19. **MUS 53 - Digital Music Production II**

Catalog Description: *This course covers computer music production. The use of Digital Audio Workstations (DAWs) in composition and post-production are covered with hands-on project based learning, theory and demonstrations. Students will compose original music using software instruments and MIDI (Musical Instrument Digital Interface). Students will also study and complete audio post-production projects such as mixing a professional song, creating a radio commercial and creating a podcast.*

Major Modification: Change in hours (from 17 lec/102 lab to 34 lec/51 lab), unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *Curriculum and program updates to meet student needs*

Effective Term: Fall 2025

[See Action Item 8 B.16](#)

20. **MUS 54 - Studio Recording I**

Catalog Description: *This is a hands-on, project-based course in which students will apply learned methods and skills to Lab practice sessions and studio recording sessions. Students will set up and record using microphone technique, signal flow, gain staging and DAW recording, to create professional quality recordings. Students will learn proper microphone technique and post-production mixing techniques. The course will also cover how to copyright and publish music.*

Major Modification: Change in hours (from 17 lec/153 lab to 34 lec/51 lab), units (from 4 to 3), objectives, unit titles, examples of assignments, and materials of instruction

Rationale: *Curriculum and program updates to meet student needs*

Effective Term: Fall 2025

[See Action Item 8 B.16](#)

21. **MUS 55 - Studio Recording II**

Catalog Description: *This is a project-based course in which students will learn and apply advanced methods and skills to studio recording sessions and song production. The course includes concepts and techniques for advanced microphone technique and signal flow. Students will schedule, organize and produce recording sessions with musical artists and bands, and complete student recordings using advanced mixing techniques on analog consoles and Digital Audio Workstations (DAWs). Additional concepts will include studio etiquette, copyright, publishing and distribution of songs and albums.*

Major Modification: Change in hours (from 17 lec/153 lab to 34 lec/51 lab), units (from 4 to 3), unit titles, methods of instruction, examples of assignments, and materials of instruction

Rationale: *Curriculum and program updates to meet student needs*

Effective Term: Fall 2025

- [Aligned Music and Recording Arts courses to allow students to complete both programs without creating schedule conflicts](#)

[See Action Item 8 B.16](#)

C. New Program(s) – 25 minute(s)

1. **AA Degree in Arts and Humanities (18 Units)**

Catalog Description: *This degree is intended to provide an interdisciplinary foundation in the arts and humanities for students who are interested in transfer to a university in a related major. These courses provide an introduction to a variety of possible paths of study such as English, Visual Arts, Performing Arts, History, Philosophy, and World Languages. This program may also be appropriate for students pursuing a transfer major not available at Butte College so that they can obtain a degree while fulfilling lower-division requirements for their transfer destination. These major courses may also count toward satisfying university transfer general education requirements. Students are strongly advised to see a counselor to discuss specific choices for their degree and career path.*

Required core: Select 18 units from at least two disciplines: ART 2, ART 2H, ART 3, ART 4, ART 6, ART 7, ART 8, ASL 1, ASL 2, ASL 3, ASL 4, CMST 6, DRAM 2, DRAM 8, ENGL 4,

ENGL 6, ENGL 8, ENGL 10, ENGL 14, ENGL 15, ENGL 16, ENGL 20, ENGL 25, ENGL 26, ENGL 35, ENGL 47, ENGL 60, GERM 1, GERM 2, HIST 3, HIST 5, HIST 8, HIST 10, HIST 18, HIST 21, HIST 23, HIST 30, JPN 1, JPN 2, JPN 3, JPN 4, MUS 1, MUS 3, MUS 5, MUS 6, MUS 7, MUS 9, PHIL 2, PHIL 4, PHIL 6, PHIL 10, PHIL 16, PHIL 18, RTVF 12, RTVF 13, RTVF 15, SPAN 1, SPAN 1, SPAN 3, SPAN 4

Effective Term: Fall 2025

Jessica Jackson represented AA Degree in Arts and Humanities

- The Social and Behavioral Science degree was separated into three new degrees for Title 5 compliance: AA in Arts and Humanities, AS in Mathematics and Science, and AA in Social Science
- These flexible degree options will benefit students who are not CSU bound and/or an ADT degree would not be adequate
- The new degrees allow students to explore transfer options while obtaining financial aid
- Selecting courses from two disciplines allows for a well-rounded degree outcome
- It was confirmed that the AA in Social and Behavioral Science degree will be discontinued after these degrees are approved
- The committee discussed the list of courses in each of the degrees and recommended that the PHIL courses should be removed from the AA Degree in Social Science

Motion to remove PHIL courses from option list in the AA Degree in Social Science; M/S/P (Ayes 13; Nays 2; Abstentions 1)

Motion to block items 8 C.1, C.5, and C.6 and place on consent as amended; M/S/P

Motion to extend the meeting by 5 minutes; M/S/P

2. AA Degree in Music (30-32 Units)

Catalog Description: *The Associate of Arts Degree in Music provides technical and artistic foundations to students interested in pursuing careers in music and music-related fields. The Associate of Arts Degree in Music is a forward-thinking degree that instructs students in performance, theory and composition, culture, technology, and business to prepare students for work in the modern music industry. In addition to courses in reading and writing music, students gain performance skills through instruction on an instrument or voice as well as through ensemble performance. Studies in the aesthetic and historical traditions of various musical cultures provide students with knowledge of the roles and functions of music in society. Students are introduced to the music industry and develop a working knowledge of music technology. This degree can also serve as preparation for additional musical studies or degrees for students wishing to transfer to a baccalaureate degree program as a music major.*

Required core: MUS 51, MUS 80, MUS 82, MUS 84, MUS 88, MUS 90, MUS 40, MUS 41, MUS 42

Select four units: MUS 60, MUS 61, MUS 63, MUS 64, MUS 65, MUS 68, MUS 69, MUS 70

Select two courses: MUS 4, MUS 86, MUS 87, MUS 89, MUS 92

Effective Term: Fall 2025

Ryan Heimlich and Hesam Abedini represented Music

- The department is modernizing the music program by adding degrees
- The core courses mirror the AA-T in Music to help prepare students for auditions and success at transfer institutions
- The committee questioned the need for so many different degree types, and noted that the Certificates of Achievements may not be eligible for financial aid
- It was confirmed that the department will guide students to degree choices that make more sense using a hands-on approach; most courses require audition or prerequisites
- The committee recommended making the AA-T and AA in Music maps the same so students may branch out in the appropriate trajectory

Motion to block items 8 C.2-C.4 and place on consent; M/S/P

3. **Certificate of Achievement in Music (21-22 Units)**

Catalog Description: *The Certificate of Achievement in Music provides students with a broad foundation in music that will enable them to pursue a variety of musical paths including performance, composition, and music education. Students will develop performance skills through applied lessons and participation in ensembles, combined with a sequence of music theory and aural skills. Students who complete the curriculum can seek entry-level employment as music educators, performers, music assistants, or other aspects of the music industry. Prior to beginning the coursework in this program, students should have at least some experience in reading printed music and playing an instrument/voice.*

Required core: MUS 80, MUS 82, MUS 84, MUS 88

Select four units: MUS 60, MUS 61, MUS 63, MUS 64, MUS 65, MUS 68, MUS 69, MUS 70

Select three to four units: MUS 1, MUS 40, MUS 41, MUS 42, MUS 86

Effective Term: Fall 2025

[See Action Item 8 C.2](#)

4. **Certificate of Achievement in Music Theory and Composition (18 Units)**

Catalog Description: *The Certificate of Achievement in Music Theory and Composition prepares students for composing music in various genres and/or transferring into a Bachelor of Arts in Music degree with a focus on Music Composition. Throughout the program, students will cultivate their music composition portfolios and enhance their resumes. The certificate encompasses intermediate skills in music theory, musicianship, jazz idioms, as well as foundational skills in arrangement, composition, and music in multimedia.*

Required core: MUS 80, MUS 82, MUS 84, MUS 87, MUS 89

Effective Term: Fall 2025

[See Action Item 8 C.2](#)

5. **AS Degree in Mathematics and Science (18 Units)**

Catalog Description: *This degree is intended to provide a broad foundation in mathematics and science for students who are interested in transfer to a university in a related major. These courses provide an introduction to a variety of possible paths of study such as Animal Science, Biology, Chemistry, Environmental Science, Mathematics and Physics. This program may also be appropriate for students pursuing a transfer major not available at Butte College so that they can obtain a degree while fulfilling lower-division requirements for their transfer destination. These major courses may also count toward satisfying university transfer general education requirements. Students are strongly advised to see a counselor to discuss specific choices for their degree and career path.*

Required core: Choose a minimum of 18 units with at least 3 units from Biological Science, Mathematics, and Physical Science:

Biological Science: AGS 20, AGS 40, ANTH 2, BIOL 1, BIOL 41, BIOL 42, BIOL 43, PSY 3

Mathematics: MATH 18/18s, MATH 20, MATH 26/26s, MATH 28/28s, MATH 30/30s, MATH 31

Physical Science: AGS 50, CHEM 1, CHEM 11, CHEM 21, CHEM 51, CHEM 52, GEOG 2, GEOG, 3, GEOG 32, GEOG 34, PHYS 10, PHYS 11, PHYS 21, PHYS 41, PSC 10, PSC 11, PSC 12, PSC 30, PSC 50, PSC 51

Effective Term: Fall 2025

[Jessica Jackson represented AA Degree in Mathematics and Science](#)

- [The committee reviewed the list of courses and questioned whether this is more applicable than and ADT](#)
- [It was confirmed there is more flexibility because courses double count for GE](#)

[See Action Item 8 C.1](#)

6. **AA Degree in Social Science (18 Units)**

Catalog Description: *This degree is intended to provide an interdisciplinary foundation in the social sciences for students who are interested in transfer to a university in a related major. These courses*

provide an introduction to a variety of possible paths of study such as Criminal Justice, Anthropology, Early Childhood Education, Economics, History, Political Science, Psychology, and Sociology. This program may also be appropriate for students pursuing a transfer major not available at Butte College so that they can obtain a degree while fulfilling lower-division requirements for their transfer destination. These major courses may also count toward satisfying university transfer general education requirements. Students are strongly advised to see a counselor to discuss specific choices for their degree and career path.

Required core: Select 18 units from at least two disciplines: AJ 1, AJ 2, AJ 4, AJ 10, AJ 11, AJ 14, ANTH 4, ANTH 13, ANTH 14, ANTH 16, ANTH 32, CDF 12, CDF 14, CDF 57, CMST 9, CMST 10, CMST 13, ECON 2, ECON 4, ECON 20, ETHS 10, ETHS 30, ETHS 40, GEOG 4, GEOG 8, GEOG 10, HIST 3, HIST 5, HIST 8, HIST 10, HIST 18, HIST 30, MCGS 10, PHIL 2, PHIL 4, PHIL 6, PHIL 10, PHIL 16, PHIL 18, POS 2, POS 3, POS 12, POS 16, POS 18, PSY 1, PSY 6, PSY 7, PSY 15, PSY 20, PSY 41, SOC 2, SOC 4, SOC 5, SOC 8, SOC 10, SOC 14, SOC 20, SOC 30

Effective Term: Fall 2025

Jessica Jackson represented AA Degree in Social Science

See Action Item 8 C.1

7. AS Degree in STEM Foundations (31-42 Units)

Catalog Description: Many STEM majors share foundational prerequisite coursework. This degree contains some of the courses that will help students prepare for a more specific STEM major (Chemistry, Computer Science, Engineering, Mathematics, and Physics) and make progress toward transferring to a UC or CSU STEM program. The specific requirements for transfer will vary by major and transfer campus, so it is important that students meet with a counselor about their goals in selecting which courses to take for this degree.

Required core: MATH 28/28s, CHEM 51, ENGR 1, MATH 30, MATH 31; Select one option:

Chemistry: CHEM 1, CHEM 2, PHYS 41, PHYS 42

Mathematics: MATH 32, MATH 40 or MATH 42, CSCI 20 or PHYS 41, MATH 18 or MATH 18s

Physics: CHEM 1, PHYS 41, PHYS 42, MATH 32 or MATH 40

Computer Science: CSCI 10, CSCI 20, CSCI 21, PHYS 41, CSCI 22 or PHYS 42

Engineering: CHEM 1, PHYS 41, PHYS 42, MATH 40, ENGR 8 or ENGR 17

Effective Term: Fall 2024

- Pulled from agenda

See Action Item 1

D. Program Modification(s) – 20 minute(s)

1. AS Degree in Cosmetology (26 Units)

Catalog Description: The AS degree in Cosmetology is a minimum 1,000-hour course of study designed to meet the State of California Cosmetology Act. Butte College offers a two-semester course of study to meet the curricular requirement mandated by the State Board of Barbering and Cosmetology that will enable a successful student to also earn a Certificate of Achievement, meet state licensing requirements for curricular training, result in 26 units of college credit and prepare students to pass the written state examination for licensure to practice cosmetology in the State of California.

Modification: Change in units (from 28.5 to 26), Admission to the Program, and catalog description

Effective Term: Fall 2025

Felicia Flores represented Cosmetology

- Program modifications include a better arrangement of courses and overall hours for student flexibility
- Removed prerequisites/corequisites so there are no roadblocks for students

Motion to block items 8 D.1-D.4 and place on consent; M/S/P

2. **Certificate of Achievement in Cosmetology (26 Units)**

Catalog Description: *See AS Degree in Cosmetology*

Modification: Change in units (from 28.5 to 26)

Effective Term: Fall 2025

[See Action Item 8 D.1](#)

3. **Certificate in Hair Styling (11 Units)**

Catalog Description: *This certificate will prepare students to perform basic skills in hairstyling and haircutting. In addition, demonstrate the ability to perform the basic analytical skills to perform relevant skills for an entry-level position in Cosmetology. The student will be able to demonstrate hairstyling and haircutting skills, safety and sanitation, communication and soft skills, and knowledge necessary to pass the State Board exam successfully. Upon completing the training, students will gain competency in entry-level job positions as a hairstylist or related career goals.*

Modification: Change in units (from 15 to 11)

Effective Term: Fall 2025

[See Action Item 8 D.1](#)

4. **Certificate in Manicuring (9 Units)**

Catalog Description: *This certificate will prepare students to perform basic manipulative skills in manicures, pedicures, nail tips, wraps, and nail enhancements. In addition, demonstrate the ability to perform the basic analytical skills to determine proper nail services for the clients' overall needs. The student will be able to demonstrate basic nail care skills, safety and sanitation, communication and soft skills, and knowledge necessary to pass the State Board exam successfully. Upon completing the training, students will gain competency in entry-level job positions as a Manicurist or related career goals.*

Modification: Change in units (from 12.5 to 9)

Effective Term: Fall 2025

[See Action Item 8 D.1](#)

5. **AA-T Degree in Music (21-22 Units)**

Catalog Description: *Students completing Associate Degrees for Transfer are guaranteed admission to the CSU system. Please see the beginning of the "Academic Programs" section for details. The Associate of Arts Degree in Music for Transfer prepares students to demonstrate transfer-level proficiency in solo and ensemble performance as well as music theory and musicianship for a seamless transfer into a baccalaureate degree program as a music major. This degree is recommended for students pursuing careers in music and music-related fields. Completion of this curriculum will demonstrate commitment to the serious study of music in practice and in theory, and provide comprehensive preparation for upper-division work. The Butte College Music Department provides the highest level of instruction for students to pursue their musical and educational goals. The faculty have devised a curriculum that serves to develop skills in musical performance as well as academic preparation for continued study and lifelong learning.*

Modification: Change in Select four units (add MUS 65 and MUS 69); no change in units

Effective Term: Fall 2025

[Ryan Heimlich, Hesam Abedini, and Dave Elke represented Music](#)

- [Programs modified to add new courses](#)

[Motion to block items 8 D.5-D.7 and place on consent; M/S/P](#)

6. **AS Degree in Recording Arts (24 Units)**

Catalog Description: *The Recording Arts program provides students with fundamental to advanced knowledge and understanding of audio recording techniques and applications. Students learn audio recording methods and how to operate the equipment used in a professional recording studio, as well as computer-based composition and mixing. Courses include theory, performance, digital music production, and hands-on experience including recording, overdubbing, mixing and mastering. The program prepares students for a host of careers within and beyond the recording studio, including but not limited to*

Assistant Engineer, Assistant Mix Engineer, Studio Booking Technician, Audio/Visual Technician, Studio Owner, Information Technology Specialist and Customer Service Representative, Video Game Audio Engineer, and TV and Film Audio Engineer.

Modification: Change in units (from 25 to 24)

Effective Term: Fall 2025

[See Action Item 8 D.5](#)

7. Certificate of Achievement in Recording Arts (24 Units)

Catalog Description: *See AS Degree in Recording Arts.*

Modification: Change in units (from 25 to 24)

Effective Term: Fall 2025

[See Action Item 8 D.5](#)

9. Discussion Item(s) - 1 minute(s)

A. Future Meetings

- May 20, 2024 - Consent Only

10. Adjournment

[Motion to adjourn; M/S/P](#)