



Curriculum Committee MINUTES October 21, 2024

Members Present

Donna Davis, Chairperson	Phillip Manning, Drafting/Manufacturing
Kimberly Bartsch, Mathematics	Sarah McArthur, Chemistry
Garrett Fernandez, AS Representative	Rachel Sicke, Counselor
Felicia Flores, Cosmetology	Heather Springer, Equity & Inclusion Specialist
Tia Germar, Library	Elena Tan, Associate Faculty, Japanese
Irma Gonzalez Cuadros, Academic Senate	Shannan Troxel, Communication Studies
Jessica Jackson, Articulation Officer	Suzanne Wakim, SLO Coordinator
Craig Kielb, Automotive	Dr. Robert White, Dean

Members Absent

Denise Adams, Dean	Erik Shearer, V.P. of Instruction
Anthony Ferro, Associate Faculty, Kinesiology	Dr. Jacob Vazquez, Agriculture

Guests Present

Rebecca Berner, Dean	Stephanie Jimenez, Parenting
Julio Delgado, Counseling	Patrick MacDougall, Physics
Jamie Dillard, DSPS Director	Teresa Ward, Special Programs
Elizabeth Dunn, Accounting	

AGENDA

- 1. Agenda Adoption - 1 minute**

Motion to approve agenda; M/S/P
- 2. Minutes Approval - 1 minute**

A. October 7, 2024
Motion to approve minutes; M/S/P (Ayes 14; Abstention 1)
- 3. General Announcements - 3 minutes**

Curriculum Committee members are invited to make announcements to the committee

 - None
- 4. Public Comments - 3 minutes**

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

 - None
- 5. Consent Agenda - 2 minutes**

A. Course Modification(s)

 - 1. CLP 101 - Career, Education and Life Choices**
Catalog Description: *This is an introductory personal development course where students learn the skills for goal setting, budget projection, career and educational research, decision-making, and personal management. The course culminates in a 10-year action plan to fulfill educational and career goals.*

Minor Modification: Change in discipline (add “Masters in Child Development, and Masters in Family and Consumer Studies/Home Economics”), objectives, and materials of instruction
Rationale: *Curriculum review*
Effective Term: Fall 2025

B. Course Deletion(s)

1. **ANTH 2H - Honors Physical Anthropology**
Program Status: CA in Honors, IGETC Area 5B, CSU Area B2, and Butte Area 5
Rationale: *CA in Honors deleted (PRR approved 9.16.24)*
Effective Term: Fall 2025
2. **ANTH 4H - Honors Cultural Anthropology**
Program Status: AS in Health Occupation Preparation (choice), CA in Honors, IGETC Area 4, CSU Area D, and Butte Area 4
Rationale: *CA in Honors deleted (PRR approved 9.16.24)*
Program Prerequisites: AS Degree in Accelerated Track Registered Nursing, AS Degree in Accelerated Track Registered Nursing: LVN to ADN, AS Degree in Registered Nursing, and AS Degree in Registered Nursing: LVN to ADN
Effective Term: Fall 2025
3. **ANTH 34 - Native Americans Today**
Program Status: AA-T Degree in Anthropology (List C choice), AA Degree in Multicultural and Gender Studies (required core choice), AS Degree in Social and Behavioral Science (required core choice), IGETC Area 4, CSU Area D, and Butte Area 4
Rationale: *Course not offered within 5yrs*
Effective Term: Fall 2025
4. **ART 2H - Honors Prehistoric to Gothic Art History Survey**
Program Status: AA-T in Art History (required core choice), AA-T in Studio Arts (List A choice), AS-T in Film, Television and Electronic Media (List B choice), AA in Ceramics (choice), AS in Computer Animation and Game Development (choice), AA in Graphic Design (required core choice), AS in Graphic Design for Print (required core choice), CA in Honors, IGETC Area 3A, CSU Area C1, and Butte Area 3
Rationale: *CA in Honors deleted (PRR approved 9.16.24)*
Effective Term: Fall 2025
5. **ART 4H - Honors Renaissance to Contemporary Art History Survey**
Program Status: AA-T in Art History (required core choice), AA-T in Studio Arts (List A choice), AS-T in Film, Television and Electronic Media (List B choice), AA in Ceramics (required core choice), AA in Graphic Design (required core choice), AS in Graphic Design for Print (required core choice), CA in Honors, IGETC Area 3A, CSU Area C1, and Butte Area 3
Rationale: *CA in Honors deleted (PRR approved 9.16.24)*
Effective Term: Fall 2025
6. **BCIS 12 - Business Writing Skills**
Program Status: Standalone
Rationale: *Course not offered within 5yrs*
Effective Term: Fall 2025
7. **BIOL 9H - Honors Current Issues in Biology**
Program Status: CA in Honors, IGETC Area 5B, CSU Area B2, and Butte Area 5
Rationale: *CA in Honors deleted (PRR approved 9.16.24)*
Effective Term: Fall 2025
8. **CDF 62 - Creative Art Activities for Children**
Program Status: Standalone
Rationale: *Course not offered within 5yrs*
Effective Term: Fall 2025

9. **CMST 2H - Honors Public Speaking**
Program Status: AA-T in Communication Studies 2.0 (required core choice), AA-T in Elementary Teacher Education (required core choice), AA in Communication Studies (required core choice), AA in Language Arts (choice), AS in Administration of Justice (required core choice), AS in Agriculture Science (required core choice), AS in Health Occupations Preparation (choice), AS in Business Management (required core choice), AS in Marketing (required core choice), AS in Small Business/Entrepreneurship (required core choice), CA in Business Management (required core choice), CA in Marketing (required core choice), CA in Retail Management (required core choice), CA in Honors (required core choice), IGETC Area 1C, CSU Area A1, and Butte Area 1B
Rationale: *CA in Honors deleted (PRR approved 9.16.24)*
Effective Term: Fall 2025
10. **CNST 50 - Construction Cost Estimating II**
Program Status: Standalone
Rationale: *Course not offered within 5yrs*
Effective Term: Fall 2025
11. **ECON 20H - Honors Economic History of the U.S.**
Program Status: CA in Honors (choice), IGETC Area 4 and US History, CSU Area C2, D and US History, Butte Area 3 and 4
Rationale: *CA in Honors deleted (PRR approved 9.16.24)*
Effective Term: Fall 2025
12. **ENGL 53H - Honors World Literature**
Program Status: CA in Honors (choice), IGETC Area 3B, CSU Area C2, Butte Area 3
Rationale: *CA in Honors deleted (PRR approved 9.16.24)*
Effective Term: Fall 2025
13. **FREN 1 - First Semester French**
Program Status: AA in Language Arts (choice), CSU Area C2, and Butte Area 3
Rationale: *Course not offered within 5yrs*
Effective Term: Fall 2025
14. **FREN 2 - Second Semester French**
Program Status: AA in Language Arts (choice), IGETC Area 6, CSU Area C2, and Butte Area 3
Rationale: *Course not offered within 5yrs*
Effective Term: Fall 2025
15. **FREN 95 - Special Studies-FREN**
Program Status: Standalone
Rationale: *Course not offered within 5yrs*
Effective Term: Fall 2025
16. **GEOG 100 - Review for ESRI Certification**
Program Status: Standalone
Rationale: *Course not offered within 5yrs*
Effective Term: Fall 2025
17. **HAL 300 - Cooking for Wellness**
Program Status: Standalone
Rationale: *Course not offered within 5yrs*
Effective Term: Fall 2025
18. **HON 11 - Honors Capstone**
Program Status: CA in Honors (choice), IGETC Area 3B, CSU Area C2, and Butte Area 3
Rationale: *CA in Honors deleted (PRR approved 9.16.24)*
Effective Term: Fall 2025
19. **HON 95 - Special Studies-HON**
Program Status: Standalone
Rationale: *CA in Honors deleted (PRR approved 9.16.24)*

Effective Term: Fall 2025

20. **ITAL 2 – Second Semester Italian**

Program Status: AA in Language Arts (choice), IGETC Area 6, CSU Area C2, and Butte Area 3

Rationale: *Course not offered within 5yrs*

Effective Term: Fall 2025

21. **ITAL 101 - Intermediate Conversational Italian**

Program Status: Standalone

Rationale: *Course not offered within 5yrs*

Effective Term: Fall 2025

22. **MSP 52 - Portfolio Design and Production**

Program Status: Standalone

Rationale: *Course not offered within 5yrs*

Effective Term: Fall 2025

23. **PSC 30H - Honors Introductory Astronomy**

Program Status: CA in Honors (choice), IGETC Area 5A, CSU Area B, and Butte Area 5

Rationale: *CA in Honors deleted (PRR approved 9.16.24)*

Effective Term: Fall 2025

24. **PSY 1H – Honors Principles of Psychology**

Program Status: AA-T in Kinesiology (List A choice), CA in Honors (choice), IGETC Area 4, CSU Area D, and Butte Area 4

Rationale: *CA in Honors deleted (PRR approved 9.16.24)*

Effective Term: Fall 2025

25. **SOC 30H - Honors Sociology of Inequality**

Program Status: CA in Honors (choice), IGETC Area 4, CSU Area D, and Butte Area 4

Rationale: *CA in Honors deleted (PRR approved 9.16.24)*

Effective Term: Fall 2025

C. **DRAFT Curriculum Committee Bylaws**

D. **Common Course Numbering (CCN) Policy**

- Office of Instruction will create the course outline of record (COR) in CurrIQunet to match Part 1 content (identical and required) from CCN template
- Any Part 2 content (optional) must be essential for articulation/[accreditation](#)
- Student-facing communication may also be added to the course description by the Office of Instruction, such as C-ID designation, grading policy, repeatability, and open entry/open exit
- Any additional content the department wants to include should be incorporated in the syllabus

E. **Common Course Numbering (CCN) Procedure**

- Scheduling Center will:
 - Create the COR update in CurrIQunet and load in all Part 1 (identical and required) information
 - Evenly distribute COR content hours for the unit titles
 - Email COR to Department Chair for review
- Department Chair will:
 - Review hours in unit titles section [and add accreditation content as needed](#)
 - Work with Articulation Officer to determine if any articulation content needs to be added
- Articulation Officer will:
 - Review content added to Part 2 (optional)
 - Email reviewed content to Scheduling Center for input into CurrIQunet

- Tech Review will:
 - Review final content of COR to assess for technical revisions
 - Send forward to Curriculum Committee for approval
- Scheduling Center will:
 - Process the final course outline
 - Add to Curriculum Committee agenda

Motion to approve consent agenda; M/S/P

6. **Information Item(s) – 4 minutes**

A. C-ID Modification(s)

1. **HLTH 2 - Health and Wellness**

Change in C-ID descriptor (from “PHS 100” to “PH 100”)

Status: Approved

Rationale: *C-ID descriptor change*

Effective Term: Fall 2024

2. **ALH 3 - Introduction to Public Health**

Change in C-ID descriptor (from “PHS 101” to “PH 101”)

Status: Conditional (expires 2/1/2026)

Rationale: *C-ID descriptor change*

Effective Term: Fall 2024

B. 2-Year CE Program Review

1. **Accounting (ACCT)**

C. Program Modification(s)

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

Catalog Description: *An Associate of 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.*

Modification: Change in required core option (add MATH 28 and MATH 28s to MATH options)

Rationale: *Course omission technical correction*

Effective Term: Fall 2024

The committee endorsed items 6.A-6.C

7. **Pending Item(s) – 2 minutes**

A. New Course(s)

1. **PAR 303 - Family Dynamics (0 Unit)**

Catalog Description: *This course assists parents and caregivers in learning the characteristics needed for healthy environments and relationships in the home while recognizing the uniqueness of each family dynamic. The focus is on ways parents and caregivers can care for themselves while providing the stability needed to meet the physical and emotional needs of children. Unlimited repeats. Ungraded.*

Contact Hours: 25.50 Lecture

Credit Status: Noncredit

Discipline: Adult Education, Masters in Child Development/Early Childhood Education,

Parent Education: Noncredit, Masters in Psychology, and Vocational: Noncredit

Noncredit Category: Parenting

Orientation: Exempt

Ped Cap: 25

Program Status: Standalone

Transfer Status: Non-transferable

Rationale: *Butte County community support*

Effective Term: Fall 2025

Teresa Ward and Stephanie Jimenez represented PAR 303

- The discipline of Communication Studies removed to align with Title 5 language; added Psychology discipline

Motion to place on consent; M/S/P

8. **Action Item(s) – 10 minutes**

A. New Course(s)

1. DSPS 205 - Fundamentals of Writing (3 Units)

Catalog Description: *This course is designed to improve the written communication skills of students with intellectual disabilities. The focus of this course is on pre-writing strategies involving common daily communications that facilitate organizational patterns of text. Grammar, semantics of conjunctions, vocabulary in context, and punctuation are practiced to enhance writing abilities.*

Contact Hours: 51 Lecture

Discipline: Counseling; DSPS, Developmental Disability: DSPS, Learning Disabilities: DSPS, and Physical Disabilities: DSPS

Ped Cap: 15

Prerequisite: Registered with DSPS or permission of instructor

Program Status: Standalone

Transfer Status: Non-transferable

Rationale: *Students need the basic skills foundation to be successful in transfer level English courses*

Effective Term: Fall 2025

Jamie Dillard represented DSPS

- This course will round out DSPS remedial course offerings which are designed for students with intellectual disabilities to help matriculate into transfer level courses
- First time students may openly register, but repeaters must have DSPS approval; at least 50% of students enrolled must be registered with DSPS
- The committee questioned the course prerequisites, students' ability to find these courses, and if these courses are impacted by AB705/ AB1705

Motion to block items A.1, B.1-B.4 and place on consent; M/S/P

B. Course Modification(s)

1. DSPS 204 - Fundamentals of Reading

Catalog Description: *This reading course is designed for students with intellectual disabilities. Each student will be assessed at the beginning of the course and will be provided reading instruction that is closely supervised and individualized based on the results of the assessment.*

Minor Modification: Change in discipline (add Counseling: DSPS, Learning Disabilities: DSPS, and Physical Disabilities: DSPS), objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2025

2. DSPS 206 - Fundamentals of Math

Catalog Description: *This math course is designed for students with intellectual disabilities. Each student will be assessed at the beginning of the course and will be provided math instruction that is closely supervised and individualized based on the results of the assessment.*

Minor Modification: Change in discipline (add Counseling: DSPS, Learning Disabilities: DSPS, and Physical Disabilities: DSPS), objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2025

3. **DSPS 207 – Fundamentals of College**

Catalog Description: *This course is designed for students with disabilities to help identify and compensate for educational limitations and/or acquire the skills necessary to complete their education objectives. Topics covered include fundamentals of college and college exploration along with community and college resources. The class will also address motivation for college, self-discipline, and how to address stress factors associated with college.*

Minor Modification: Change in basic skills CB08 (from NBS to B), prerequisite (add “Registered with DSPS or permission of instructor”), catalog description, objectives, unit titles, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2025

4. **DSPS 210 – Adaptive Computer Lab**

Catalog Description: *This is a course involving the use of adaptive computer software and hardware. This course will offer students with disabilities the opportunity to enhance their computer skills via the adaptive hardware and software prescribed for them. The course will be project-oriented and will allow students to increase their skills with the prescribed adaptive computer and application software. Pass/No Pass only. Open Entry/Open Exit.*

Minor Modification: Change in catalog description, unit titles, and examples of assignments

Rationale: *Curriculum review*

Effective Term: Fall 2025

9. **Discussion Item(s)**

A. Curriculum Committee Chair Election Update – Donna Davis

- [Jess Vickery, Academic Senate President, addressed the committee to formally announce that Patrick McDougall is the next Curriculum Committee Chairperson commencing after the last meeting in Spring 2025](#)
- [This position is a 3-years consecutive term and is eligible for re-election to a second three-year consecutive term](#)
- [This action must be agendized at the last meeting in Spring 2025](#)

B. Phase I Common Course Numbering (CCN) Timeline – Erik Shearer

- CCN Course Outlines (CORs) emailed to departments 10/17/2024
- Department approved CORs due 10/25/2024 by 12:00pm
- Technical Review Committee 10/29/2024
- Curriculum Committee Agenda 11/4/2024
- Chancellor’s Office course submission due by 12/2/2024
- Articulation Officer GE course submission 12/9/2024

[Robert White represented CCN timeline](#)

- [The committee discussed the strict CCN timeline to meet the Chancellor’s Office submission](#)
- [Departments will work with AO to ensure new CCN course modifications will still meet articulation](#)
- [The committee discussed the CCN template update process to encompass DEIA, etc.](#)
- [There were several concerns about the new oral communication standards and the student-facing information](#)
- [The Articulation Officer plans to create a CCN webpage to include a student-facing crosswalk of current Fall 2025 courses](#)

C. Future Meetings

- November 4, 2024
- November 18, 2024

10. **Adjournment**

Motion to adjourn; M/S/P