



# Curriculum Committee

## MINUTES

March 24, 2025

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### **Members Present**

|   |  |
|---|--|
| Donna Davis, Chairperson                | Patrick McDougall, Physics                   |
| Jared Smith, AS Representative          | Erik Shearer, V.P. of Instruction            |
| Tia Germar, Library                     | Rachel Sicke, Counselor                      |
| Irma Gonzalez Cuadros, Academic Senate  | Dr. Shannan Troxel, Communication Studies    |
| Jessica Jackson, Articulation Officer   | Melina Torres, Associate Faculty, Psychology |
| Julie Jenks, SLO Coordinator            | Dr. Jacob Vazquez, Agriculture               |
| Craig Kielb, Automotive                 | Suzanne Wakim, DE & Accessible Learning      |
| Phillip Manning, Drafting/Manufacturing | Dr. Robert White, Dean                       |

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### **Members Absent**

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| Denise Adams, Dean                            | Eric Oberle, Mathematics                        |
| Anthony Ferro, Associate Faculty, Kinesiology | Heather Springer, Equity & Inclusion Specialist |
| Felicia Flores, Cosmetology                   |   |

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### **Guests Present**

|                                      |                               |
|--------------------------------------|-------------------------------|
| Molly Emmons, English                | Carrie Monlux, Dean           |
| Ryan Heimlich, Performing Arts Chair | Mark Scholl, ESL              |
| Becky Kenshol, Admissions & Records  | Jess Vickery, Academic Senate |

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## AGENDA

- 1. Agenda Adoption - 1 minute**

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

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A. March 10, 2025  
Motion to amend minutes to add General Announcement clarification: "Courses that counted for CSU *GE-Breadth* prior to Fall 2025 may be taken in Fall 2025 and thereafter will meet GE for students with earlier catalog *rights if they complete an ADT or CalGETC certification prior to transfer*";  
M/S/P  
Motion to approve minutes as amended; M/S/P
- 3. General Announcements - 3 minutes**

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Curriculum Committee members are invited to make announcements to the committee

  - J. Jackson – Common Course Numbering (CCN) Phase II Part A (8 courses) released on Chancellor’s Office website effective Fall 2026; Phase II Part B (15 courses) and Phase III will be released later in spring effective Fall 2027. The CCN course numbering sequencing rubric for local and non-CCN re-numbering is also available
- 4. Public Comments - 3 minutes**

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

  - None

5. **Information Item(s) – 1 minute**

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A. **2-Year CE Program Review**

1. **Agriculture Business (AB)**

*The committee endorsed*

6. **Action Item(s) – 15 minutes**

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A. **New Course(s)**

1. **FASH 309 - Clothing Construction I (0 Unit)**

Catalog Description: *This is a beginning course in clothing construction. Topics include pattern selection and layout, selection of fashion fabrics and interfacings, seam finishes and design features. Students will develop their sewing skills through the construction of garments and samples utilizing professional sewing techniques. Unlimited repeats. Ungraded.*

Contact Hours: 34 Lecture/51 Lab

Credit Status: Noncredit

Discipline: Family & Consumer Study/Home Economics, and Fashion & Related Technologies

Mirrored Course: FASH 9

Noncredit Category: G – Home Economics

Orientation: Exempt

Ped Cap: 20

Program Status: Standalone

Transfer Status: Non-transferable

Rationale: *Opportunity for community members to participate in fashion courses*

Effective Term: Fall 2025

**Ryan Heimlich represented Fashion**

- Noncredit mirrored skilled-based courses for students and community members
- The committee questioned if there will be enough space to fill these courses with only 15 available sewing machines
- The department indicated there will actually be more room for students as these sections will be scheduled independently

Motion to block items 6 A.1-A.3 and approve; M/S/P

2. **FASH 310 - Clothing Construction II (0 Unit)**

Catalog Description: *This is an intermediate course in clothing construction. This course emphasizes construction of a capsule wardrobe focusing on a variety of novelty fashion fabrics. The course emphasizes personal fitting and custom dressmaking utilizing intermediate sewing techniques. Unlimited repeats. Ungraded.*

Contact Hours: 34 Lecture/51 Lab

Credit Status: Noncredit

Discipline: Family & Consumer Study/Home Economics, and Fashion & Related Technologies

Mirrored Course: FASH 10

Noncredit Category: G – Home Economics

Orientation: Exempt

Ped Cap: 20

Program Status: Standalone

Transfer Status: Non-transferable

Rationale: *Opportunity for community members to participate in fashion courses*

Effective Term: Fall 2025

*See Action Item 6 A.1*

3. **FASH 313 - Fashion Drawing and Illustration (0 Unit)**

Catalog Description: *This course will introduce students to the techniques and applications of fashion drawing and illustration: developing the fashion figure with proportion and balance, drawing a variety of*

*garment silhouettes and rendering fabrics and textures. Techniques using a variety of color and black/white media will also be explored. Unlimited repeats. Ungraded.*

Contact Hours: 34 Lecture/51 Lab

Credit Status: Noncredit

Discipline: Family & Consumer Study/Home Economics, and Fashion & Related Technologies

Mirrored Course: FASH 13

Noncredit Category: G – Home Economics

Orientation: Exempt

Ped Cap: 25

Program Status: Standalone

Transfer Status: Non-transferable

Rationale: *Opportunity for community members to participate in fashion courses*

Effective Term: Fall 2025

[See Action Item 6 A.1](#)

## B. Course Modification(s) – 15 minutes

### 1. **ESL 300 - American Citizenship**

Catalog Description: *This course prepares adult immigrants to complete the naturalization process in order to become U.S. Citizens. Students will develop English language skills (reading, writing, listening, speaking, vocabulary, and grammar) and civics knowledge (history and government) necessary to complete the Application for Naturalization (N-400), Civics Test, Writing Test, Reading Test, and final U.S. Citizenship and Immigration Interview. Unlimited repeats. Satisfactory/Unsatisfactory only. Open Entry/Open Exit.*

Minor Modification: Addition of open entry/open exit, change in catalog description, methods of instruction, examples of assignments, and materials of instruction

Rationale: *Curriculum update*

Effective Term: Fall 2025

[Molly Emmons and Mark Scholl represented ESL](#)

- [Curriculum updated; added Zero Cost textbook](#)
- [The department requested to add distance education learning](#)

[Motion to add distance education learning; M/S/P](#)

[Motion to approve as amended; M/S/P](#)

### 2. **FASH 6 - Introduction to Fibers, Fabric and Textiles**

Catalog Description: *This course introduces students to fibers and their origin, yarns, basic weaves and fabric finishes, with reference to fabric selection for use in fashion and interior design. Emphasis is placed on the selection, use and care of new fibers and fabrics. The course also examines the impacts of textile laws, regulations and trade agreements.*

Minor Modification: Change in examples of assignments, and materials of instruction

Rationale: *Curriculum update*

Effective Term: Fall 2025

[Ryan Heimlich represented FASH](#)

- [There were several committee questions about adding global perspective inclusive language to FASH 13 and use of “male/female figure” in FASH 74](#)
- [The current fashion faculty will attend next meeting to answer committee questions](#)

[Motion to postpone items 6 B.5 and 6 B.8 until next meeting; M/S/P](#)

[Motion to block items 6 B.2-B.4, and 6 B.6-B.7 and approve; M/S/P](#)

### 3. **FASH 9 - Clothing Construction I**

Catalog Description: *This is a beginning course in clothing construction. Topics include pattern selection and layout, selection of fashion fabrics and interfacing, seam finishes and design features.*

*Students will develop their sewing skills through the construction of garments and samples utilizing professional sewing techniques.*

Minor Modification: Change in catalog description, DE (lecture), unit titles, methods of evaluation, and materials of instruction

Rationale: *Curriculum update*

Effective Term: Fall 2025

[See Action Item 6 B.2](#)

**4. FASH 10 - Clothing Construction II**

Catalog Description: *This is an intermediate course in clothing construction. This course emphasizes construction of a capsule wardrobe focusing on a variety of novelty fashion fabrics. The course emphasizes personal fitting and custom dressmaking utilizing intermediate sewing techniques.*

Minor Modification: Change in DE (lecture), units titles, methods of instruction, methods of evaluation, and materials of instruction

Rationale: *Curriculum update*

Effective Term: Fall 2025

[See Action Item 6 B.2](#)

**5. FASH 13 - Fashion Drawing and Illustration**

Catalog Description: *This course will introduce students to the techniques and applications of fashion drawing and illustration: developing the fashion figure with proportion and balance, drawing a variety of garment silhouettes and rendering fabrics and textures. Techniques using a variety of color and black/white media will also be explored.*

Minor Modification: Change in unit titles, and materials of instruction

Rationale: *Curriculum update*

Effective Term: Fall 2025

[Postponed until next meeting](#)

[See Action Item 6 B.2](#)

**6. FASH 18 - Visual Merchandising**

Catalog Description: *This course introduces students to the basic concepts of visual merchandising. Utilizing basic techniques, students create miniature displays, interior displays, and full-scale window productions. Students study current trends and analyze local retail displays.*

Minor Modification: Change in unit titles, examples of assignments, and materials of instruction

Rationale: *Curriculum update*

Effective Term: Fall 2025

[See Action Item 6 B.2](#)

**7. FASH 64 - Introduction To Fashion/Retail Careers**

Catalog Description: *This course is an introduction to the world of fashion and retailing through an in-depth study of the history of fashion, terminology, designers, apparel production and distribution, merchandising techniques, and career opportunities. Career development strategies including resumes, cover letters and interviewing will be addressed.*

Minor Modification: Change in unit titles, and materials of instruction

Rationale: *Curriculum update*

Effective Term: Fall 2025

[See Action Item 6 B.2](#)

**8. FASH 74 - Historic Costume**

Catalog Description: *This course introduces students to the history of clothing and costume including the influence of historic attire on current fashion apparel. The course examines the impacts of social class, religion and political conditions on expression through dress.*

Minor Modification: Change in unit titles, examples of assignments, and materials of instruction

Rationale: *Curriculum update*  
Effective Term: Fall 2025  
*Postponed until next meeting*  
*See Action Item 6 B.2*

## 7. **Discussion Item(s)**

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### A. Diversity, Equity, Inclusion, and Accessibility in Curriculum Follow-up – Erik Shearer (45 minutes)

- The committee reviewed sample course outline (COR) and discussed potential ways to include DEIA content
- Things to consider:
  - What questions should committee members ask departments about DEIA inclusion?
  - What DEIA content should committee members look for in the COR?
  - Is Universal Design Learning (UDL) incorporated into the COR and if not, how should it be included?
  - Different modalities and disciplines may be approached in dissimilar ways
  - Review explicit vs. implicit content in course description, methods of instruction, and objectives
  - How does a course fit into program structure/goals and contribute to DEIA/UDL within the overall program?
- Committee comments:
  - Course descriptions may include more inclusive terms, variety of formats in materials of instruction, reading assignment, OER textbook versions, and modalities
  - Methods of instruction of visual learners as opposed to visual modality
  - UDL elements present or are there ways to reinforce them
  - Build a safe classroom space through structure of assignments and discussion topics
  - Set guidelines allowing for variability of self-expression guided and moderated by instructor
  - COR is a template for good teaching practices to include DEIA and UDL elements to set boundaries of what instruction should look like for the course
  - Committee feedback on whether textbox narrative to guide review and approval would be a valid proposal moving forward
  - CurriQunet Meta sample textbox prompts will be presented to the committee for considerations

### B. Transfer Model Curriculum (TMC) Review – Jessica Jackson (15 minutes)

- TMC recipe for Associate Degrees for Transfer (ADTs) was presented to the committee
- Templates guarantee degrees are transferable to any CSU within 60 units, including GE and major double counts
- Degree units are dictated by the template and course options are determined locally using approved articulation agreements
- Approved course articulation agreements are located on ASSIST.org
- ADTs offer a common degree preparation foundation; changes to these templates requires re-evaluation of degrees and courses to ensure student attainment (i.e. recent Cal-GETC changes)
- There was discussion about high unit courses within ADTs, the impacts on students, and the process to reduce units on courses over 3 units which are outside the design parameters of ADTs

- It was mentioned that the TMCs for high unit science majors will be approved to exceed 60 units, students gauge workload time on course units to determine much time they need to carve out each semester, and some TMCs may not be accepted at colleges

C. Butte Local GE Minimum Grade Requirements – Donna Davis (*15 minutes*)

- Academic Senate did not approve the Curriculum Committee’s recommendation to change the minimum C grade requirement in the golden four areas only
- If there are any new recommendations to Academic Senate it will be effective Fall 2026
- When competencies went away the four golden area C grade minimum requirement also went away; English and Math courses now need to be program requirements in order to require minimum C grade or better
- Title 5 regulations were revised to remove competencies to reduce student barriers; higher grade standards are left up to local discretion
- It was suggested the committee revisit the minimum grade requirement after we have student data to draw from to analyze the impact on students as there are so many changes right now

Motion to postpone indefinitely; M/S/P

D. Future Meetings

- April 7, 2025
- April 21, 2025

8. **Adjournment**

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Motion to adjourn; M/S/P