



## Curriculum Committee MINUTES September 23, 2024

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### **Members Present**

Donna Davis, Chairperson	Craig Kielb, Automotive
Kimberly Bartsch, Mathematics	Phillip Manning, Drafting/Manufacturing
Garrett Fernandez, AS Representative	Sarah McArthur, Chemistry
Anthony Ferro, Associate Faculty, Kinesiology	Erik Shearer, V.P. of Instruction
Felicia Flores, Cosmetology	Rachel Sicke, Counselor
Irma Gonzalez Cuadros, Academic Senate	Heather Springer, Equity & Inclusion Specialist
Jessica Jackson, Articulation Officer	Dr. Robert White, Dean

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### **Members Absent**

Denise Adams, Dean	Elena Tan, Associate Faculty, Japanese
Matthew Cervantes, Computer Science	Dr. Jacob Vazquez, Agriculture
Tia Germar, Library	Suzanne Wakim, SLO Coordinator

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### **Guests Present**

Don Beasley, Public Safety Education	Cedric King, DSPS
Rebecca Berner, Dean	Becky Kenshol, Admissions & Records
Patrick Christensen, Business Education	Randy Maday, Kinesiology
Tina Day, CAS	Tammera Shinar, Dean
Connie Dickens, Secretary to the Dean	Jason Smith, Public Safety Education
Beth Dunn, Accounting	Christie Trolinger, History
Stephanie Jimenez, Foster Care Kinship	Jess Vickery, Chemistry
Jeff Jordan, Kinesiology	Teresa Ward, Special Programs

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## AGENDA

- 1. Agenda Adoption - 1 minute**

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Motion to approve agenda; M/S/P (Ayes 11; Abstentions 1)
- 2. Minutes Approval - 1 minute**

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A. May 20, 2024  
Motion to approve minutes; M/S/P (Ayes 10; Abstentions 2)
- 3. General Announcements - 3 minutes**

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Curriculum Committee members are invited to make announcements to the committee
  - Curriculum Institute occurs every July, and committee members may have the option to attend
- 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. Consent Agenda**

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  - None

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

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A. **Program Modification(s)**

1. **AS Degree in Accelerated Track Registered Nursing (36 Units)**

Catalog Description: *The Associate Degree in Accelerated Track Registered Nursing program prepares the student for licensure as an RN at the Associate Degree Nursing (ADN) level. The three-semester program provides theory and clinical content required for registered nursing licensure. Upon completion of the degree, the student will be eligible for the national/state licensure examination for registered nursing.*

Modification: Change in About the Program (delete "Math Competency", and add "may be repeated once" to TEAS test)

Rationale: *Program language clarified for regulatory compliance*

Effective Term: Fall 2024

2. **AS Degree in Accelerated Track Registered Nursing: LVN to ADN (28.50 Units)**

Catalog Description: *The Associate Degree in Accelerated Track Registered Nursing: LVN to ADN program is a state approved program which provides the courses necessary for a Licensed Vocational Nurse to apply for licensure as a Registered Nurse. This program relies on vocational nursing training and prerequisite classes to count as some of the first and second semester courses of the program.*

Modification: Change in About the Program (delete "Math Competency", delete program prerequisites "FN 2 and FN 50", and add "may be repeated once" to TEAS test)

Rationale: *Program language clarified for regulatory compliance*

Effective Term: Fall 2024

3. **AS Degree in Licensed Vocational Nursing (49 Units)**

Catalog Description: *The Licensed Vocational Nursing program is a state-approved vocational program which provides the curriculum necessary for an individual to qualify for the state board examination for Licensure as a vocational nurse. The curriculum includes prerequisite courses and the equivalent of three academic semesters of nursing theory and supervised clinical experience.*

Modification: Change in About the Program (delete "Math Competency")

Rationale: *Program language clarified for regulatory compliance*

Effective Term: Fall 2024

4. **AS Degree in Registered Nursing (51 Units)**

Catalog Description: *The two-year traditional Registered Nursing Associate Degree program prepares the student for licensure as an RN at the Associate Degree Nursing (ADN) level. The four-semester program provides theory and clinical content required for registered nursing licensure. Upon completion of the degree, the student will be eligible for the national/state licensure examination for registered nursing.*

Modification: Change in About the Program (delete "Math Competency")

Rationale: *Program language clarified for regulatory compliance*

Effective Term: Fall 2024

5. **AS Degree in Registered Nursing: LVN to ADN (30 Units)**

Catalog Description: *The AS in Registered Nursing: LVN to ADN program prepares LVNs for licensure as RNs at the Associate Degree level (ADN). Training as a vocational nurse and prerequisite courses count as the first year of a traditional two-year Associate Degree registered nursing program. The two semesters of clinical nursing provide the additional nursing content required for a registered nursing licensure.*

Modification: Change in About the Program (delete "Math Competency", and delete program prerequisites "FN 2 and FN 50")

Rationale: *Program language clarified for regulatory compliance*

Effective Term: Fall 2024

6. **Certificate of Achievement in Accelerated Track Registered Nursing: LVN to ADN (30 Units)**

Catalog Description: *A 30-unit option is available. The Certificate of Achievement in Accelerated Track Registered Nursing: LVN to ADN program is a state-approved program which provides the courses necessary for a Licensed Vocational Nurse to apply for licensure as a Registered Nurse. This program*

*relies on vocational nursing training and prerequisite classes to count as some of the first and second semester courses of the program.*

Modification: Change in About the Program (general requirements from "BIOL 15 and BIOL 21 must be completed with a C grade or higher, with an overall GPZ of at least 2.50" to "BIOL 15 and BIOL 21 must be completed with combined GPA of 2.5 or higher, minimum C grade for each, and no more than one repetition of any one of these courses., delete program prerequisites "FN 2 and FN 50", and add "may be repeated once" to TEAS test

Rationale: *Program language clarified for regulatory compliance*

Effective Term: Fall 2024

7. **Certificate of Achievement in Registered Nursing: LVN to ADN (29 Units)**

Catalog Description: *A 30-unit option is available for LVNs who wish eligibility for the California Board of Registered Nursing Licensure Examination but who do not wish to complete the Associate Degree Nursing Program.*

Modification: Change in About the Program (general requirements from "BIOL 15 and BIOL 21 must be completed with a C grade or higher, with an overall GPZ of at least 2.50" to "BIOL 15 and BIOL 21 must be completed with combined GPA of 2.5 or higher, minimum C grade for each, and no more than one repetition of any one of these courses.")

Rationale: *Program language clarified for regulatory compliance*

Effective Term: Fall 2024

8. **AS Degree in Respiratory Care (54 Units)**

Catalog Description: *The Respiratory Care program is designed to prepare students to become licensed Respiratory Care Practitioners in the state of California. In addition, the program prepares the successful graduate to participate in the Registered Respiratory Therapist (RRT) examinations administered by the National Board for Respiratory Care (NBRC).*

Modification: Change in About the Program (add prerequisites "MATH 18/18s or MATH 26/26s")

Rationale: *Program language clarified for regulatory compliance*

Effective Term: Fall 2024

- [2024-25 catalog description changes to meet regulatory compliance](#)

B. Exempt from Orientation

1. **AUT 81 - Honda PACT Employment Preparation I**

Rationale: *Online American Honda technicians training*

Effective Term: Fall 2024

2. **AUT 82 - Honda PACT Employment Preparation II**

Rationale: *Online American Honda technicians training*

Effective Term: Fall 2024

3. **AUT 83 - Honda PACT Skills Certification**

Rationale: *In-person American Honda technicians certificate course*

Effective Term: Fall 2024

4. **MUS 360 - Orchestra**

Rationale: *Noncredit performance course for community participation*

Effective Term: Fall 2024

5. **MUS 361 - Pop Ensemble**

Rationale: *Noncredit performance course for community participation*

Effective Term: Fall 2024

6. **MUS 362 - Concert Band**

Rationale: *Noncredit performance course for community participation*

Effective Term: Fall 2024

7. **MUS 363 - Symphonic Band**

Rationale: *Noncredit performance course for community participation*

Effective Term: Fall 2024

8. **MUS 364 - Jazz Ensemble**

Rationale: *Noncredit performance course for community participation*

Effective Term: Fall 2024

9. **MUS 370 - Choir**

Rationale: *Noncredit performance course for community participation*

Effective Term: Fall 2024

- The committee questioned what it means for students not to attend orientation
- Title 5 § 55520 determines when orientation is required and the requirements thereof
- AUT 81 and AUT 82 are exempt from orientation for students who take these online modules in the Greater Sacramento area under the American Honda partnership
- Students will take AUT 83, the final American Honda certification course face-to-face at Butte College

C. New Subject(s) - Common Course Numbering

1. **COMM - Communication Studies**

2. **POLS - Political Science**

3. **PSYC - Psychology**

4. **STAT - Statistics**

- These new subjects are needed to submit Common Course Number (CCN) Phase 1 courses to the Chancellor's Office by December 2, 2024

7. **Action Item(s)**

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A. New Course(s) - 10 minutes

1. **ACCT 153 - Governmental & Non-Profit Accounting (3 Units)**

Catalog Description: *This course covers accounting and financial reporting for governmental units and institutions with emphasis on the principles of fund accounting and the comprehensive annual financial report as prescribed by the Governmental Accounting Standards Board. Additional topics include the accounting aspects of budgeting and budgetary control for governmental entities and accounting for non-profit organizations.*

Contact Hours: 51 Lecture

Discipline: Masters in Accounting

Distance Education: Lecture

Ped Cap: 35

Prerequisite: ACCT 2 or ACCT 20

Program Status: Standalone

Transfer Status/General Education: Non-transferable

Rationale: *Course requested by Butte County*

Effective Term: Fall 2025

Patrick Christiansen and Elizabeth Dunn represented ACCT 153

- The creation of this course was requested by the Dean, local advisory board, and Butte County
- This course is geared towards the County and non-profit employment needs
- The committee questioned if this course should be transferable for financial aid eligibility
- The department requested to convert this course to ACCT 53 for CSU transferable

Motion to change course number to ACCT 53, add CSU transferability, and place on consent; M/S/P (Ayes 11; Abstentions 1)

2. **KIN 4 - Sports in Film (3 Units)**

Catalog Description: *Examines American sports history, the portrayal of sport, and the contributions made by members representing various gender, ethnic, and socio-economic backgrounds as depicted through sports-related films. Topics will cover how representative films' artistic freedom enhance the*

telling of the story without changing the narrative. The culture, gender, historical context, and socio-economic circumstances will be analyzed through a sports lens.

Contact Hours: 51 Lecture

Discipline: Masters in Kinesiology, and Masters in Physical Education

Ped Cap: 35

Program Status: Standalone

Transfer Status/General Education: UC and Cal-GETC Area 3B

Rationale: *Student success and Cal-GETC Area 3B option*

Effective Term: Fall 2026

Jeff Jordan and Anthony Ferro represented KIN 4

- This course was created to address topics (religion, gender, socioeconomics, and cultural), through the athletic film lens, and to increase academic GE offerings
- This course is like a course offered at Bakersfield College which is Cal-GETC GE approved, and a course offered at CSUC for under/graduate students
- The committee questioned why the department is requesting Cal-GETC Area 3B; the department felt it aligned best with this area

Motion to place on consent; M/S/P

### 3. **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,

Masters in Communication Studies, Parent Education: Noncredit, 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

- This course is the first of nine new noncredit parenting courses requested by Butte County; modeled after North Orange Continuing Education
- Designed to model healthy parenting and family structure to meet community needs including Foster Care families and clean and sober homes
- Students are referred by courts, probation, mediation and other county programs
- The committee questioned the disciplines attached to this course and it was explained for a more rounded perspective using communication skills as most parents will already be in therapy

Motion to place on consent; M/S/P

## B. Course Modification(s) – 8 minutes

### 1. **AJLE 130 – Law Enforcement Academy; Basic/State Parks Emphasis (45.50 Units)**

Catalog Description: *This course prepares the student for a career as a peace officer with an emphasis on the Department of Parks and Recreation (DPR), under the authority of the California Commission on Peace Officer Standards and Training (P.O.S.T.). The curriculum covers learning domains (LDs) ranging from academic subjects in criminal law, investigation and patrol procedures to psychomotor skills in defensive tactics, firearms training, driving skills and officer-violator contacts. The successful*

completion of this course will allow the student to meet a prerequisite for employment as a peace officer in California (valid for three years after graduation) and lead to the issuance of a Basic Law Enforcement Certificate from P.O.S.T. after field training and one year of approved field service at a law enforcement agency. Graded only.

Major Modification: Change in hours (from "607 Lec/538 Lab" to "570 Lec/618 Lab"), units (from "46" to "45.50"), unit titles, and materials of instruction

Rationale: *State mandate*

Effective Term: Fall 2025

Don Beasley and Captain Jason Smith represented AJLE 130

- Program updated to align with current regulations of POST and industry needs
- Added LD-14 Wellness and LD-44 Active Shooter, which were previously embedded in the curriculum

Motion to place on consent; M/S/P

## 2. **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

Motion to table until next meeting; M/S/P

## 3. **EDUC 10 - 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 transfer-level content class selected by the student. Pass/No Pass only. Open Entry/Open Exit.*

Minor Modification: Change in disciplines (add "Coaching, Emergency Medical Technologies, Fire Technology, Masters in History, Masters in Library Science, Licensed Vocational Nursing, Masters in Political Science, Masters in Psychology, and Masters in Sociology"), objectives, unit titles, methods of instruction, examples of assignments, and materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2025

Tina Day represented EDUC 10

- Disciplines were added to this course, so students could opt-in for support in more service areas
- The committee questioned if this course is eligible for financial aid, and what are the different scenarios in which student would take this course

Motion to place on consent; M/S/P

## 4. **MUS 89 - Jazz Composition & Arranging**

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.*

Minor Modification: Change in materials of instruction

Rationale: *UC resubmittal*

Effective Term: Fall 2025

Jessica Jackson represented MUS 89

- Textbook was updated for UC transferability resubmittal in December 2024

Motion to place on consent; M/S/P

C. Course Deletion(s) – 2 minutes

1. **AJLE 1 - Crisis Intervention Training**

Program Status: AA Degree in Social and Behavioral Science (choice)

Rationale: *Course not offered within 5yrs.*

Effective Term: Fall 2025

2. **CLP 300 - Career Development**

Program Status: Standalone

Rationale: *Course not offered within 5yrs*

Effective Term: Fall 2025

3. **CLP 334 - Workforce Readiness Strategies**

Program Status: Standalone

Rationale: *Course not offered within 5yrs*

Effective Term: Fall 2025

4. **DRAM 11 - Youth Outreach Theatre**

Program Status: AA-T Degree in Theatre Arts (choice)

Rationale: *Program reorganization*

Effective Term: Fall 2025

5. **DRAM 19 - Choreography for Performance**

Program Status: Certificate in Theatre Arts (choice)

Rationale: *Program reorganization*

Effective Term: Fall 2025

6. **HLTH 10 - Leisure for Healthy Living**

Program Status: CSU Area E, Butte GE

Rationale: *Course not offered within 5yrs*

Effective Term: Fall 2025

7. **HUM 17 - Comparative European Studies**

Program Status: IGETC Area 3B, CSU C2 and D, Butte Area 3 and 4

Rationale: *Course replaced by HIST 21*

Effective Term: Fall 2025

8. **HUM 22 - Greco-Roman Cultures**

Program Status: IGETC Area 3B, CSU C2, Butte Area 3

Rationale: *Course replaced by HIST 23*

Effective Term: Fall 2025

9. **HUM 95 - Special Studies-HUM**

Program Status: Standalone

Rationale: *Course no longer relevant*

Effective Term: Fall 2025

10. **KIN 50 - Stability Ball Fitness**

Program Status: Certificate of Achievement in Fire Technology, and Butte GE

Rationale: *Course not offered within 5yrs*

Effective Term: Fall 2025

Motion to block items C.1-C.10 and place on consent; M/S/P

D. Program Deletion(s) – 2 minutes

1. **AS Degree in Engineering (44-57 Units)**

Rationale: *Program replaced by - AS Degree in Civil Engineering, AS Degree in Computer Engineering, AS Degree in Electrical Engineering, AS Degree in Mechanical Engineering, and AS Degree in Mechatronic Engineering*

Effective Term: Fall 2025

2. **AS Degree in Social and Behavioral Science (18 Units)**

Rationale: *Program replaced by - AA Degree in Arts and Humanities, AS Degree in Mathematics and Science, and AA Degree in Social Science*

Effective Term: Fall 2025

3. **Certificate of Achievement in Honors (16-17 Units)**

Rationale: *Students unable to complete program (PRR approved 9/16/2024)*

Effective Term: Fall 2025

- D.1 and D. 2 are replaced by breakout degrees which will give more utility to students and meet Title 5 compliance

Motion to block items D.1-D.3 and place on consent; M/S/P

8. **Discussion Item(s) – 60 minutes**

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A. Curriculum Committee Chair Election Process – Donna Davis

- Donna announce she is retiring at the conclusion of Spring 2025, and explained the Curriculum Chair replacement process
- Currently there are two faculty members interested in this position, so the committee will review their qualifications and forward names to the Academic Senate for approval
- In Spring 2025, the approved replacement Curriculum Chair will mentor the retiring chair for training purposes

B. Common Course Numbering (CCN) – Erik Shearer

- CMST 2 → COMM-C1000
- ENGL 2 → ENGL-C1000
- ENGL 11 → ENGL-C1001
- POS 2 → POLS-C1000
- PSY 1 → PSYC-C1000
- MATH 18 → STAT-C1000
- Common Course Numbering (CCN) Phase 1 six course templates have been released by the Chancellor's Office for implementation in Fall 2025
- New subject codes and overall number system (1000 series through 9000 noncredit)
- Currently the only course that must be resubmitted for GE consideration is COMM- C1000 to align with Cal-GETC Area 1C
- It was explained that not every course will get a new template, but most likely C-ID aligned and general education courses will be affected
- Eventually we will need to convert catalog department subject codes to keep it manageable
- CCN Course Outline Template:
  - The template includes “identical and required” data fields that must match the COR exactly
  - “Optional” data fields allow for local Part 2 optional information and may be considered as recommendations
  - Units equal the minimum unit value, and a combination of lecture, activity, and/or lab may be used
  - Prerequisite/corequisite are identical data fields which require local validation
- The committee must decide under what circumstances the use of local Part 2 optional data fields in the template will be allowed. The committee must establish:
  - Rules of practice that will be equally applied to all courses that come through committee

- Clear reasons why local Part 2 optional data fields may be allowed
- The committee had several questions on course number assignment, effects on articulation agreements, UC transferability, and units (minimum/maximum)
- The templates are more robust, but may require additional information for course-to-course articulation, and the goal is to retain the course-to-course articulation and make the transfer process seamless for students
- Currently the Articulation Officer is reaching out to CSUC to determine the outcome of these courses as CSU department faculty will decide if the course is approved or not
- There were several discussions about whether or not local Part 2 optional data fields should be added to the templates, and if we should err on the side of more inclusiveness to preserve the course-to-course articulation
- It was suggested that the first six CORs should be submitted using the identical requirements and if rejected, re-submit with local Part 2 optional data fields
- The committee discussed revising the bylaws to allow for a one-meeting rule to streamline the CCN process and expedite the workflow
- Several committee members suggested submitting support/honors courses at the same time as the corresponding courses
- CCN Phase 2 course templates will be released in Spring 2025; implementation Fall 2026

#### C. Future Meetings

- October 7, 2024
- October 21, 2024

### 9. **Adjournment**

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Motion to adjourn; M/S/P