



Curriculum Committee

MINUTES

September 8, 2025

Members Present

Patrick McDougall, Chairperson	Phillip Manning, Drafting/Manufacturing
Denise Adams, Dean	Sarah McArthur, Chemistry
Julio Delgado, Counselor	Eric Oberle, Mathematics
Anthony Ferro, Associate Faculty, Kinesiology	Leo Salas, AS Student Representative
Joseph Gebbia, Welding	Erik Shearer, Asst Superintendent/VP Instruction
Tia Germar, Library	Heather Springer, Equity & Inclusion Specialist
Jessica Jackson, Articulation Officer	Dr. Shannan Troxel, Communication Studies
Julie Jenks, SLO Coordinator	Dr. Jacob Vazquez, Agriculture
Craig Kielb, Automotive	Suzanne Wakim, DE & Accessible Learning
Kim Kirkwood, Academic Senate	Dr. Robert White, Dean

Members Absent

Guests Present

Don Beasley, PSETC Director	Carrie Monlux, Dean
Kenneth Bearden, Chair BCIS/BUS	Mark Scholl, ESL
Teresa Doyle, Dean	Sara Smallhouse, ART
Stephanie Jimenez, Foster & Kinship Care	Teresa Ward, Special Programs

AGENDA

- 1. Agenda Adoption - 1 minute**

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

A. May 19, 2025
Motion to approve minutes; M/S/P
- 3. Public Comments - 3 minutes**

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

 - None
- 4. General Announcements - 3 minutes**

Curriculum Committee members are invited to make announcements to the committee

 - None
- 5. Articulation Officer Announcements - 2 minutes**

 - Common Course Numbering (CCN) Phase II in Fall 2025
 - Phase II templates will be ready for review soon; curriculum approval in Fall 2025
 - 17 CCN courses effective in Fall 2026; 42 CCN courses effective in Fall 2027

6. **Information Item(s) – 2 minutes**

A. **New Subject(s) – Common Course Numbering**

1. **ASTR – Astronomy**

B. **Discipline Change(s)**

1. **AJLE 141 - Law Enforcement Academy; Fish and Wildlife Emphasis**

Catalog Description: *This 30-week course prepares the student for a career as a peace officer with an emphasis on the Department of Fish and Wildlife (DFW), under the authority of the California Commission on Peace Officer Standards and Training (P.O.S.T.). The curriculum covers learning domains ranging from academic subjects on criminal law, investigation and patrol procedures to psychomotor skills on defensive tactics, firearms training, driving skills and officer-violator contacts. The successful completion of this course will allow the student to be employed 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 one year of approved field service at a law enforcement agency. Graded only.*

Discipline: Add Emergency Medical Technologies

Rationale: *EMS discipline component in academy program learning domain*

Effective Term: Summer 2025

2. **MSP 300 - Maker Space Supervised Training and Skill Building**

Catalog Description: *This course provides students with tutorial and training support using instructional aides, student tutors, and instructional technicians, to develop skills needed for modern computer-aided creation technologies used increasingly in a variety of traditional career tracks including creative arts, marketing, entrepreneurship and prototyping in engineering applications. The maker space course will allow for supported creation based choices made across programs and pedagogy to utilize hands on activities in a diverse cross-disciplinary environment. Unlimited repeats. Ungraded. Open Entry/Open Exit.*

Discipline: Add Art

Rationale: *Component of Maker Space lab*

Effective Term: Fall 2025

Committee endorsed

7. **Consent Agenda – 6 minutes**

A. **Course Modification(s)**

1. **ART 1 – Art Appreciation**

Catalog Description: *This course provides a general introduction to art that offers a look at works of art through the study of theory, terminology, themes, design principles, media, techniques, with an introduction to the visual arts across time and diverse cultures. (C-ID ARTH 100).*

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

Rationale: *Curriculum review*

Effective Term: Fall 2026

Pulled from Consent - See Action Item G.1

2. **ART 15 – Figure Drawing II**

Catalog Description: *This course is a continuation of Figure Drawing I. It will enhance students' techniques, approaches and practices in drawing the human figure. Students will further develop skills and knowledge with emphasis on composition and media development. Students will draw from clothed, draped, and live nude models.*

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

Rationale: *Curriculum review*

Effective Term: Fall 2026

3. **ART 16 – Figure Drawing III**

Catalog Description: *This course is a continuation of skills and drawing principles introduced in Figure Drawing I and II. Traditional and contemporary methods and techniques of composition will be introduced. Students will draw from clothed, draped, and live nude models. Emphasis will be placed on the development of a personal style and the various uses of the human figure in contemporary art.*

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

Rationale: *Curriculum review*

Effective Term: Fall 2026

4. **ART 17 – Painting I**

Catalog Description: *This course is an introduction to principles, elements, and practices of painting. Focus is on exploration of painting materials, perceptual skills and color theory, paint mixing and technique, as well as creative responses to materials and subject matter. (C-ID ARTS 210).*

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

Rationale: *Curriculum review*

Effective Term: Fall 2026

Pulled from Consent - See Action Item G.2

5. **BCIS 13 – Business Communication**

Catalog Description: *This course applies the principles of ethical and effective communication to the creation of letters, memos, emails, and written and oral reports for a variety of business situations. The course emphasizes planning, organizing, composing, and revising business documents using word processing software for written documents and presentation-graphics software to create and deliver professional-level oral reports. This course is designed for students who already have college-level writing skills.*

Minor Modification: Change in C-ID (delete BUS 115), catalog description, objectives, methods of instruction, examples of assignments, and materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2026

Pulled from Consent - See Action Item G.3

6. **BCIS 50 – Office Administration**

Catalog Description: *This course provides a comprehensive exploration of the diverse technical, procedural, and communication skills essential for today's administrative professionals. Students will focus on key areas such as workplace ethics, interpersonal relations, effective communication, time management, and customer service. The curriculum includes practical discussions about common procedures practice today including but not limited to managing physical and electronic records, planning and scheduling meetings and events, coordinating business travel, and handling financial documents. Additionally, students will prepare professional job application materials and refine their interviewing skills to position themselves for success in today's workplace.*

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

Rationale: *Curriculum review*

Effective Term: Fall 2026

Pulled from Consent - See Action Item G.4

7. **BUS 46 – Project Management**

Catalog Description: *This course prepares students for entry-level project management roles by covering essential competencies in project scope, procurement, time, risk, cost, quality, human resources, communication, and integration management. Through a blend of theoretical foundations and hands-on applications, students will gain transferable skills to manage projects across various industries effectively.*

The course aligns with key Project Management Professional (PMP) domains, providing foundational knowledge beneficial for PMP certification and immediate application in the job market.

Minor Modification: Change in catalog description, WBL (from B to A), objectives, materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2026

Pulled from Consent - See Action Item G.5

8. **ECON 20 – Economic History of the U.S.**

Catalog Description: This course provides a comprehensive exploration of U.S. economic history from colonial times to the present, focusing on key events, policies, and transformations that shaped the nation's economic landscape. Students will examine the development of capitalism, the role of slavery in early economic growth, and the impact of the Industrial Revolution on labor, technology, and productivity. The course covers major economic crises, including the Great Depression and the 2008 financial crash, analyzing their causes, consequences, and responses to them. It will also explore the rise of the United States as a global economic power through periods of war, industrialization, and the creation of financial institutions such as the Federal Reserve. Special attention is given to the evolution of labor markets, income inequality, and the role of government intervention in the economy. Key themes include the effects of westward expansion, the New Deal, post-World War II prosperity, and the emergence of modern consumerism. Students will engage with primary sources, economic data, and historical debates to connect historical events to contemporary economic challenges. The course includes lectures, discussions, and research projects that encourage critical analysis of how U.S. economic history informs current policy decisions.

Minor Modification: Change in catalog description, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2026

9. **ECON 25 – Introduction to Economics**

Catalog Description: This course provides a comprehensive analysis of the relationship between societal institutions and the critical issues of poverty and unemployment. Students will explore how economic theories and terms clarify the socio-economic challenges we face today. The curriculum examines the trade-offs and social values that influence both public and private policies, assessing their effectiveness in addressing these challenges. Through critical analysis, students will evaluate the performance of government, markets, and institutions, and their decisions regarding current economic problems such as unemployment, inflation, poverty, and environmental pollution. This course aims to deepen understanding of the complexities involved in organizing society to provide essential goods and services while highlighting the impact of economic structures on social outcomes.

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

Rationale: *Curriculum review*

Effective Term: Fall 2026

Motion to pull items 7 A.1, A.4, and A.5-A.7 from consent and move to action items G.1-G.5; M/S/P

Request for unanimous consent to approve consent agenda as amended; Acclamation

8. **Action Item(s)**

A. **New Course(s) – 9 minutes**

1. **ART 316 - Figure Drawing III (0 Units)**

Catalog Description: This course is a continuation of skills and drawing principles introduced in Figure Drawing I and II. Traditional and contemporary methods and techniques of composition will be introduced. Students will draw from clothed, draped, and live nude models. Emphasis will be placed on

the development of a personal style and the various uses of the human figure in contemporary art. This course is intended for older adults. Unlimited repeats. Ungraded. Open Entry/Open Exit.

Contact Hours: 34 Lecture/51 Lab

Credit Status: Noncredit

Discipline: Masters in Art

Mirrored Course: ART 16

Noncredit Category: H - Older Adults

Orientation: Exempt

Ped Cap: 30

Program Status: None

Transfer Status/General Education: Non-transferable

Rationale: *Noncredit opportunity for returning students*

Effective Term: Fall 2026

[Sara Smallhouse represented ART](#)

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

2. ART 317 - Painting I (0 Units)

Catalog Description: This course is an introduction to principles, elements, and practices of painting. Focus is on exploration of painting materials, perceptual skills and color theory, paint mixing and technique, as well as creative responses to materials and subject matter. This course is intended for older adults. Unlimited repeats. Ungraded. Open Entry/Open Exit

Contact Hours: 25.50 Lecture/76.50 Lab

Credit Status: Noncredit

Discipline: Masters in Art

Mirrored Course: ART 17

Noncredit Category: H - Older Adults

Orientation: Exempt

Ped Cap: 30

Program Status: None

Transfer Status/General Education: Non-transferable

Rationale: *Noncredit opportunity for returning students*

Effective Term: Fall 2026

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

3. PAR 304 - Emotional Regulation at Home (0 Units)

Catalog Description: This course provides parents and caregivers with an overview of emotional health. Participants will learn to identify and understand signs of mental health distress and applicable tools to regulate emotional reactions, resulting in reducing stigma and encouraging supportive conversations. The focus is on exploring factors that influence mental health and emotional regulation in our homes. The course will provide protective measures and skills needed to aid in healthy coping and regulation strategies for parents, caregivers, and youth in the community. Unlimited repeats. Satisfactory/Unsatisfactory only.

Contact Hours: 34 Lecture

Credit Status: Noncredit

Discipline: Child Care Center Director, Child Dev/Early Childhood Ed, Parent Education:

Noncredit, or Master in Psychology

Distance Education: Lecture

Grading Method: Satisfactory/Unsatisfactory only

Noncredit Category: F - Parenting

Orientation: Exempt

Ped Cap: 25

Program Status: None

Transfer Status/General Education: Non-transferable

Rationale: *Parent education*

Effective Term: Fall 2026

Stephanie Jimenez represented PAR

- Course designed in conjunction with Butte County Probation to support at-risk parent population

Motion to approve; M/S/P

B. Course Deletion(s) – 1 minute

ART 22 - Screen Printing

Program Status: Standalone

Course Family: Printmaking

Rationale: *Course no longer offered*

Effective Term: Fall 2026

Motion to approve; M/S/P

C. Distance Education – 6 minutes

1. 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.*

DE Request: Lecture

Rationale: *Course offering flexibility*

Effective Term: Spring 2026

Mark Scholl represented ESL

- Successfully tested distance education (DE) with lower level ESL courses

Motion to block items 8 C.1-C.3 and approve; M/S/P

2. 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.*

DE Request: Lecture

Rationale: *Course offering flexibility*

Effective Term: Spring 2026

See Action Item 8 C.1

3. 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.*

DE Request: Lecture

Rationale: *Course offering flexibility*

Effective Term: Spring 2026

See Action Item 8 C.1

4. PAR 303 - Family Dynamics

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.

DE Request: Lecture

Rationale: *Course offering flexibility*

Effective Term: Spring 2026

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

5. **SPED 100 - Special Education Regulations in the Workplace**

Catalog Description: This course prepares students to teach adults with disabilities who are participating in a day or vocational program that serves adults (18 years of age or older). Topics will include State Regulations such as Title 5, Title 17, person-centered planning, and Individual Service Plans.

DE Request: Lecture

Rationale: *Course offering flexibility*

Effective Term: Spring 2026

[Teresa Ward represented SPED](#)

- [DE hybrid scheduling allows more flexibility for students to attend](#)
- [Committee discussed efficacy of offering SPED sections online; SPED 102 may be offered as hybrid](#)

[Motion to block items 8 C.5-C.7 and approve; M/S/P](#)

6. **SPED 101 - Teaching Adults with Disabilities**

Catalog Description: This course provides an overview of challenges that may influence the learning process and provides instructional strategies for addressing environmental, medical, intellectual, and physical issues. The goal of this course is to increase the awareness of students who work with adults with developmental disabilities about probable barriers to learning and how the barriers can be lessened or resolved.

DE Request: Lecture

Rationale: *Course offering flexibility*

Effective Term: Spring 2026

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

7. **SPED 102 - Teaching Adults with Disabilities Practicum**

Catalog Description: This course allows students to apply skills developed in SPED 100 and SPED 101. Students are required to work in a vocational or day program assisting adults with disabilities in completing agency contracts, learning essential life/work skills, and developing interpersonal skills.

DE Request: Lecture

Rationale: *Course offering flexibility*

Effective Term: Spring 2026

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

D. New Program(s) – 2 minutes

1. **AS-T in Mathematics 2.0 (23-24 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 degree is designed to prepare students for upper division study in Mathematics and related disciplines. The role of Mathematics is vital and growing, providing solutions to problems in a wide range of fields. Mathematics is a study in its own right. It is also an essential tool for expressing and understanding ideas in the sciences: social, biological, physical, behavioral, and management. As a result, employment opportunities for Math Majors have been expanding in recent years. To begin this degree students must either have completed the prerequisites for Math 30 (Calculus 1) which include Trigonometry and College Algebra, or receive a qualifying placement on the CAP tool. Mathematics graduates at the bachelor's level are qualified to pursue a career in fields such as mathematics, engineering, statistics, operations research,

actuarial science, business management, law enforcement, military science, government, and education. They also frequently enter graduate programs to pursue advanced degrees in Mathematics or related majors.

Required core: MATH 31, MATH 32, MATH 40, MATH 42, MATH 30 or MATH 30s

List A: CSCI 20, PHYS 41, CSCI 4

Rationale: Degree replaces AS-T in Mathematics

Effective Term: Fall 2026 (dependent upon Chancellor's Office approval)

Eric Oberle and Jessica Jackson represented AS-T in Mathematics

- Degree changed to align with TMC for proper UC transfer preparation (UC Transfer Pathways initiative)
- Local flexibility may be used in TMC choice options

Motion to approve; M/S/P

E. Program Modification(s) – 6 minutes

1. **AA-T in Social Work and Human Services (28-29 Units)**

Catalog Description: *The Associate in Arts in Social Work and Human Services for Transfer degree is intended for students who plan to complete a bachelor's degree in Social Work at a CSU campus. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. Students transferring to a CSU campus that does accept this degree will be required to complete no more than 60 units after transfer to earn a bachelor's degree. This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. In all cases, students should consult with a counselor for more information on university admission and transfer requirements.*

Modification: Change in List A (delete AJ 2, ETHS 1, and HLTH 40)

Rationale: GE denials

Effective Term: Fall 2026

Jessica Jackson represented AA-T in Social Work and Human Services

- ETHS 1 and HLTH 40 removed from degree because of GE denial

Motion to approve; M/S/P

F. Local Graduation Requirement Program Exemption(s) – 6 minutes

1. **AS Degree in Agriculture Science**

Graduation Exemption Area: CTE Pathways Exploratory

Rationale: Local graduation requirement program exemption

Effective Term: Fall 2026

- CTE programs seeking graduation exemption requirement

Move to block items 8 F.1-F.2 and approve; M/S/P (Ayes 17; Nays 0; Abstention 1)

2. **AS Degree in Environmental Horticulture**

Graduation Exemption Area: CTE Pathways Exploratory

Rationale: Local graduation requirement program exemption

Effective Term: Fall 2026

See Action Item 8 F.1

G. Course Modification(s)

1. **ART 1 – Art Appreciation**

Catalog Description: *This course provides a general introduction to art that offers a look at works of art through the study of theory, terminology, themes, design principles, media, techniques, with an introduction to the visual arts across time and diverse cultures. (C-ID ARTH 100).*

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

Rationale: Curriculum review

Effective Term: Fall 2026

Sara Smallhouse represented ART

Item pulled from Consent Agenda

- Committee request to modify sample writing assignment #1

Motion to revise sample assignment and approve; M/S (*Motion fails*)

Motion to revise sample writing assignment #1 to "...Sketch and take notes while experiencing a painting."; M/S/P

Motion to approve as amended; M/S/P

2. **ART 17 - Painting I**

Catalog Description: *This course is an introduction to principles, elements, and practices of painting. Focus is on exploration of painting materials, perceptual skills and color theory, paint mixing and technique, as well as creative responses to materials and subject matter. (C-ID ARTS 210).*

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

Rationale: *Curriculum review*

Effective Term: Fall 2026

Item pulled from Consent Agenda

- The committee discussed field trips listed in course outlines (CORs) and the accessibility options for students

Motion to move field trip topic to Discussion item 9 C; M/S/P

Motion to block items 8 A.2 and 8 G.2 and approve; M/S/P

3. **BCIS 13 - Business Communication**

Catalog Description: *This course applies the principles of ethical and effective communication to the creation of letters, memos, emails, and written and oral reports for a variety of business situations. The course emphasizes planning, organizing, composing, and revising business documents using word processing software for written documents and presentation-graphics software to create and deliver professional-level oral reports. This course is designed for students who already have college-level writing skills.*

Minor Modification: Change in C-ID (delete BUS 115), catalog description, objectives, methods of instruction, examples of assignments, and materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2026

- Request to include accessibility considerations in the COR regarding interactions with other people, including neurodivergent populations (SLO #4)
- Department confirmed C-ID was removed because CSU's no longer accepts course for Business degrees

Motion to table 8 G.3-G.4 until the next meeting for department recommendations; M/S/P

4. **BCIS 50 - Office Administration**

Catalog Description: *This course provides a comprehensive exploration of the diverse technical, procedural, and communication skills essential for today's administrative professionals. Students will focus on key areas such as workplace ethics, interpersonal relations, effective communication, time management, and customer service. The curriculum includes practical discussions about common procedures practice today including but not limited to managing physical and electronic records, planning and scheduling meetings and events, coordinating business travel, and handling financial documents. Additionally, students will prepare professional job application materials and refine their interviewing skills to position themselves for success in today's workplace.*

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

Rationale: *Curriculum review*

Effective Term: Fall 2026

See Action Item 8 G.3

5. **BUS 46 – Project Management**

Catalog Description: *This course prepares students for entry-level project management roles by covering essential competencies in project scope, procurement, time, risk, cost, quality, human resources, communication, and integration management. Through a blend of theoretical foundations and hands-on applications, students will gain transferable skills to manage projects across various industries effectively. The course aligns with key Project Management Professional (PMP) domains, providing foundational knowledge beneficial for PMP certification and immediate application in the job market.*

Minor Modification: Change in catalog description, WBL (from B to A), objectives, materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2026

Motion to approve; M/S/P

9. **Discussion Item(s) – 2 minutes**

A. Welcome New Members – Patrick McDougall

- Julio Delgado – Counseling
- Kim Kirkwood – Academic Senate Representative
- Sarah McArthur – Faculty, TGE
- [Leo Salas – AS Student Representative](#)

B. Future Meetings

- September 22, 2025
- October 6, 2025

C. Field Trip Language in CORs

- The committee discussed consistent practices regarding field trips in the COR:
 - Field trips required must be listed in the COR content and noted in the course schedule
 - Field trips listed in sample COR assignments are not required, but should include accessibility options
- Suggested field trip language for assignments:
 - Alternative assignments will be provided for students who are unable to attend the required event for this assignment
- Title 5 section 55220 and AP 4300 defines field trips and optional accommodations for students to attend
- This topic will be an Action item at the next meeting

10. **Adjournment**

Motion to adjourn at 4:05pm; M/S/P