



Lassen Community College
Curriculum and Academic Standards

Minutes of Meeting
August 30, 2011
2:30 P.M.
Child Development Building
Room 119

The meeting was called to Order at 2:30 PM by Chair Susan G. Mouck

Members Present

Ms. Angela Alfaro, ASB Representative
Ms. Cheryl Aschenbach, Vice-Chair
Ms. Colleen Baker
Ms. Noelle Eckley
Ms. Elizabeth Elam
Mr. Phil Horner
Mr. Kory Konkol
Ms. K.C. Mesloh
Ms. Susan G. Mouck, Chair
Mr. Garrett Taylor

Members Absent

Dr. Kayleigh Carabajal, Dean of Academic Services
Ms. Lisa Gardiner
Ms Alison Somerville, Articulation Officer

Guests/Visitors

Carie Camacho
Dave Trussell

1. Mesloh/Aschenbach MSCU: To Approve the Agenda as presented

2. Approval of Minutes: none

Information Only: Approved Minutes of May10, 2011

3. Action taken by Curriculum Subcommittee

Chair Mouck asked members if they had any questions to the following subcommittee action. There were none.

- A. **PGT 22 –Operations, Maintenance and Safety**
Revise subject area to IT 22. This is the only remaining PGT course in the catalog and changing the subject area is consistent with the existing welding program as part of the Welding Instructional Program Review process.
Effective: Fall 2011
- B. **FS 6 – Building Construction for Fire Protection**
Reviewed with no revisions as part of the Fire Technology Instructional Program Review process.
Effective: Fall 2011
- C. **FS 21 – First Responder – Medical**
Reviewed with no revisions as part of the Fire Technology Instructional Program Review process.
Effective: Fall 2011
- D. **FS 75 – Fire Behavior (S-290)**
Reviewed with no revisions as part of the Fire Technology Instructional Program Review process.
Effective: Fall 2011

4. **Action**

- A. **Eckley/Mesloh MSCU: To Approve (by Acclamation) the Nomination and Election of Ms. Susan G. Mouck as the 2011-2012 Curriculum and Academic Standards Committee Chair**
- B. **Mesloh/Elam MSCU: To Approve (by Acclamation) the Nomination and Election of Ms. Cheryl Aschenbach as the 2011-2012 Curriculum and Academic Standards Committee Vice Chair**
- C. **Eckley/Aschenbach To Approve the first and third Tuesday of each month at 2:45 pm for the 2011-2012 Curriculum and Academic Standards Committee meetings.**
- D. **Baker/Taylor MSCU: To Approve CD 11 – Observation and Assessment**
to be offered via Online Instructional Delivery with appropriate revisions to the course description, method of evaluation, and method of instructional delivery.
Effective: Fall 2011
- E. **Eckley/Elam MSCU: To Approve ECON 10 – Macro-Economics**
to be offered via Online Instructional Delivery with appropriate revisions to the course description, method of evaluation, and method of instructional delivery, also revision to textbook as part of the Business Instructional Program Review.
Effective: Fall 2011

F. Aschenbach/Mesloh MSCU: To Approve revisions to EMT 60 – Emergency Medial Technician 1 (Basic)

Revisions to total hours from 114 to 154; 85 hours lecture and 69 hours laboratory, increase unit value from 5.0 to 6.5 units in order to meet legal requirement, revise prerequisite to “Current CPR certification, FS 21 First Responder – Medical or equivalent”.

Effective: Fall 2011

The originator of the revision was corrected on the course outline of record to reflect Debbie Kincaid.

5. Discussion

A. Training for 2011-2012 Certification for Local Approval of Stand-Alone Courses (Certification Form Must be submitted to the Chancellor’s Office by September 30, 2011)

Chair Susan G. Mouck informed the committee that the new members Angela Alfaro, Noelle Eckley, Phil Horner, and Kory Konkol had participated in the training prior to the meeting today. She reminded the committee members of their previous training. She identified the role of the Curriculum/Academic Standards Committee as a subcommittee of the Academic Senate. She emphasized the responsibility of the committee delegated to the committee by the Chancellor’s Office to uphold the legal requirements of Title V Regulations. She identified that Alison Somerville would receive training as soon as possible to assure that the certificate form was submitted to the Chancellor’s Office prior to the deadline.

B. Soc 4 Introduction to Gender

New Course created to meet the core requirements for Associate in Arts in Sociology for Transfer degree. The course will also be added to the following: CSU GE Area D, AA GE Area B, core requirements for AA General Studies; Emphasis in Social Science and AA University Studies; Emphasis in Social Science.

Effective: Fall 2012

Chair Susan G. Mouck informed the committee that Carie Camacho had developed this proposed course at the request of Brian Gosney, last year’s Articulation Officer. The course is needed as a core requirement for the transfer model curriculum for the AA-T in Sociology. The legislature mandated the completion of at least two transfer degrees prior to Fall 2011. The two proposed degrees are Sociology and Administration of Justice. Betsy Elam identified that during her conversations with Mr. Gosney it had been identified that the AA-T in Child Development was also ready for consideration. She was advised to work with Alison Somerville, new Articulation Officer, and KC Mesloh, Transfer Center Assistant to prepare the degree for consideration on the next agenda. Ms. Camacho has asked that Soc 4 be considered for both online and correspondence delivery in addition to traditional classroom delivery. Chair Mouck identified for the committee that on the next agenda there would be five action items for this course; (1) approval of the course,

(2) assignment of the course to the discipline of Sociology, (3) approval of the content review for Engl 50 and Read 51 as recommended preparation, (4) approval of the course for online delivery and (5) approval of the course for correspondence delivery. Ms. Meshloh will provide articulation information for the course at the next meeting to assure that the transfer number is appropriate. SOC 4 – Introduction to Gender was moved forward for action on the next agenda. The course will also be considered for inclusion in General Education Area B. Garrett Taylor inquired about the status of the Substantive Change Proposal for the ACCJC to approve to offering of degrees and certificates more than 50% by online delivery. Chair Mouck assured him that the proposal was in the final stages of development prior to submittal.

C. **Draft Associate in Arts in Sociology for Transfer degree (per SB 1440)**

The degree will be approved at the next meeting along with Soc 4 – Introduction to Gender. Ms. Mesloh expressed the concern that the degree could not be submitted until Soc 4 has been articulated. She will research the requirement for the next meeting.

D. **Draft Associate in Arts in Administration of Justice for Transfer degree (per SB 1440)**

Brian Gosney previously identified that the AA/T in Administration of Justice meets the transfer curriculum model. The degree will be moved forward to action along with the Sociology degree.

6. **Future Dates**

Curriculum/Academic Standards Meeting Schedule (first and third Tuesdays)

Fall 2011

August 30
September 20
October 4, 18
November 1, 15
December 6

Spring 2012

January 17
February 7, 21
March 6, 20
April 17
May 1, 15

Note: Additional meetings may be scheduled as needed.

7. **Information**

- A. **2010-2011 Curriculum and Academic Standards Committee Action Log**
provided as a handout

- B. **Reminder:** The following instructional programs are due. Curriculum Review (course outlines) should be done early in the process.
Members were reminded of the following programs overdue or up for review. Ms. Aschenbach identified that an orientation for faculty with programs up for review would probably occur sometime in September.

Instructional Program Reviews Due

Administration of Justice (2012)
Agriculture (2012)
Automotive Technology Program (2009/2012)
Business (2012)
Child Development (2012)
Fine Arts/Humanities (2012)
Gunsmithing Program (2011)
Human Services Program (2009/2012)
Journalism Program (2011)
Social Science Program (2011)
Vocational Nursing Program (2011)

8. **Any Person Having Business Not on the Agenda**

Carie Camacho inquired about the process to initiate a discussion on a hybrid course combining Moodle (online) and traditional delivery. She is very interested in piloting such a hybrid course. It was suggested that she complete the revision to existing course form with her proposal in order to initiate the discussion at the Curriculum committee. The discussion on a specific proposal would be more productive than the generic discussions which had occurred in the past.

9. **Adjournment**

Elam: Meeting Adjourned 3:10 PM.

10. **Future Agenda**