



Lassen Community College
Curriculum and Academic Standards

Minutes of Meeting
September 20, 2011
2:45 P.M.
Child Development Building
Room 119

The meeting was called to Order at 2:50 PM by Chair Susan G. Mouck

Members Present

Ms. Angela Alfaro, ASB Representative
Ms. Cheryl Aschenbach, Vice-Chair
Ms. Colleen Baker
Dr. Kayleigh Carabajal, Dean of Academic Services
Ms. Noelle Eckley
Ms. Elizabeth Elam
Ms. Lisa Gardiner
Mr. Kory Konkol
Ms. Susan G. Mouck, Chair
Mr. Garrett Taylor

Members Absent

Mr. Phil Horner
Ms. K.C. Mesloh
Ms Alison Somerville, Articulation Officer

Guests/Visitors

Andrea Tompkins

1. **Gardiner/Aschenbach MSCU: To Approve the Agenda as presented**
2. **Baker/Elam MSC Gardiner and Carabajal abstained: To Approve the Minutes of August 30, 2011 without revision**
Information Only: None
3. **Action taken by Curriculum Subcommittee**
Chair Mouck asked members if they had any questions to the following subcommittee action. There were none.

A. **PE 49 –Physical Education Work Experience**

Inactivate course no longer needed.

Effective: Fall 2011

4. **Action**

A. **Aschenbach/Baker MSCU: To Approve Soc 4 Introduction to Gender**

New Course created to meet the core requirements for Associate in Arts in Sociology for Transfer degree. **Catalog Description:** Sociological analysis of the social construction of masculinity and femininity historically and cross-culturally. It examines the debates on sex and gender. It analyzes the impact of economic and political change on gender expectations and practices. *This course has been approved for online and correspondence delivery.*

Effective: Fall 2012

A.1. **Gardiner/Aschenbach MSCU: To Approve for the Recommended Preparation of English 50 and Reading 51 or the equivalent placement through the assessment process.**

Content Review form attached

A.2. **Eckley/Gardiner MSCU: Assignment of Soc 4 Introduction to Gender to the discipline of Sociology**

A.3. **Baker/Elam MSCU: To Approve for Online Instructional Delivery with appropriate revisions to the course description, method of evaluation, and method of instructional delivery.**

Effective: Fall 2012

A.4. **Baker /Aschenbach MSCU: To Approve for Correspondence Instructional Delivery with appropriate revisions to the course description, method of evaluation, and method of instructional delivery.**

Effective: Fall 2012

Noelle Eckley inquired whether approval of additional courses for correspondence delivery was inconsistent with any directives. She was informed that the committee has not received any directives from the administration concerning approval of courses for correspondence delivery.

B. **Baker/ Eckley MSCU: To Approve the inclusion of Soc 4 – Introduction to Gender in AA GE Area B, core requirements for AA General Studies; Emphasis in Social Science and AA University Studies; Emphasis in Social Science and AA-T Sociology and to submit the course for consideration in CSU GE Area D.**

C. **Elam/Gardiner MSCU: To Approve the Associate in Arts in Sociology for Transfer degree (per SB 1440)**

D. **Gardiner/Baker MSCU: To Approve the Associate in Arts in Administration of Justice for Transfer degree (per SB 1440)**

E. **Eckley/Gardiner MSCU: To Approve AJ 52A Arrest Methods and Procedures**

Revision to existing course outline to correct Learning Domain numbers under V. Assignments and VI. Methods of Evaluation to show 2, 3, 5, 15, 16, 20 and 39. Not 2, 3, 4, 15, 16, 20 and 39. Correct V. # B. Students will receive instruction on the Learning Domains in class and will be expected to complete all workbook learning activities at the end of each learning domain chapter. Students will write a paper on why law enforcement as a profession.
V. #D. Correct number of questions asked on the POST-Constructed PC 832 Arrest Written Test from 100 questions to 85.
Effective: Fall 2011

F. Gardiner/Eckley MSCU: To Approve Certificate of Accomplishment – Administration of Justice Training III – Safety and Security Personnel

Revision to existing certificate. Reversal of previous revision (12/14/2010). Revise units for AJ 52A from 3.0 units to 2.5 units and change overall unit total from 16 units to 15.5 units based on committee approval on 5/10/2011.
Effective: Fall 2011

G. Elam/Aschenbach MSCU: To Approve Jour 49 – Journalism Work Experience

Revision to course title, course description, course objectives, course content, assignments, methods of instruction and representative text as part of the Work Experience Instructional Program Review process. Course overlooked at the May approval of other work experience courses.
Effective: Fall 2011

5. Discussion

A. Draft Associate in Arts in Child Development for Transfer degree (per SB 1440)

Betsy Elam informed the committee that work on the preparation of a transfer degree in Child Development at the state level had preceded the SB 1440 legislation. The degree will be forwarded to action on the next agenda.

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. Degree Approval Pathways Handout

Dr. Carabajal has prepared a flow chart diagramming the logistics for the approval process of new transfer and vocational degrees. Dr. Carabajal thanked Sue Mouck for her assistance in providing the information for the flow chart.

Reminder: The following instructional programs are due. Curriculum Review (course outlines) should be done early in the process. *The Fall Instructional Program Review Orientation will be held Monday, September 26, 2011 at 4:00 pm in the new Board Room.*

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**

Garrett Taylor inquired as to whether the data sets (student retention, success, etc.) for instructional program reviews provided previously would again be available this year. He was informed that the data should be available at the orientation next Monday.

9. **Adjournment**

Elam: Meeting Adjourned 7:05 PM.

10. **Future Agenda**