



January 15, 2013 - Tuesday
3:00 PM
Child Development Building
Room 119

Meeting Called to Order at 3:05pm

Present:

Ms. Cheryl Aschenbach, Chair
Ms. Elizabeth Elam
Ms. Lisa Gardiner
Mr. Chad Lewis
Ms. K.C. Mesloh, Transfer Center Assistant
Ms. Susan G. Mouck, VP of Academic Services
Ms. Alison Somerville, Articulation Officer, Vice Chair
Mr. Garrett Taylor

Absent:

ASB Representative
Mr. Phil Horner
Mr. Kory Konkol
Ms. Toni Poulsen
Ms. Debbie Shockley, Instructional Services Technician

Guest:

Dave Trussell

1. Agenda Approved (Gardiner/Elam) MSCU

2. Approved Minutes from December 4, 2012 (Somerville/Mesloh) MSCU

Information Only: November 6, 2012 Approved Minutes

3. Action taken by Curriculum Subcommittee

Sue Mouck made a comment that it is difficult to get Chancellor's Office approval for non-credit courses, so faculty and Curriculum/Academic Standards committee needs to give serious thought when inactivating these courses. For non-credit courses, the action specifically notes local inactivation; the courses will be removed from the catalog and will not be offered unless reactivated, but we will keep them active in the Chancellor's Office Curriculum Inventory.

A. BUS-98.02 – e-Business

Inactivate course.

Effective: Spring 2013

B. DS-110 – Computer Access I

No change necessary after review for Development Studies IPR.

Effective: Fall 2013

- C. DS-111 – Computer Access II**
No change necessary after review for Development Studies IPR.
Effective: Fall 2013
- D. DS-112 - Computer Access Projects**
No change necessary after review for Development Studies IPR.
Effective: Fall 2013
- E. DS-114 – Developmental Skills Reading**
Revise textbook: Billings, et. al., Phenomena, Jamestown Pub., 1999, ISBN: 9780890611067, as recommended for Development Studies IPR.
Effective: Fall 2013
- F. DS-115 – Developmental Skills-Writing Skills**
No change necessary after review for Development Studies IPR.
Effective: Fall 2013
- G. DS-116 – Developmental Skills-Math**
No change necessary after review for Development Studies IPR.
Effective: Fall 2013
- H. DS-120 – Adaptive Fitness**
No change necessary after review for Development Studies IPR.
Effective: Fall 2013
- I. DS-121 – Adaptive Individual Sports: Bowling**
No change necessary after review for Development Studies IPR.
Effective: Fall 2013
- J. DS-153 – Community Awareness I**
No change necessary after review for Development Studies IPR.
Effective: Fall 2013
- K. DS-156 – Developmental Studies-Adaptive Agriculture-Equine Care**
Locally inactivate course. Course has never been offered.
Effective: Fall 2013
- L. DS-157 – Developmental Studies-Adaptive Agriculture-Natural Resources**
Locally inactivate course. Course has never been offered.
Effective: Fall 2013
- M. FS-48.31 – Dispatch Recorder (D-110)**
Inactivate. A new course has been developed to incorporate this training.
Effective: Spring 2013
- N. FS-98.03 – Crew Boss (Single Resource)**
Inactivate. A new course has been developed to incorporate this training.
Effective: Spring 2013
- O. FS-98.16 – Introduction to Fire Technology Careers (S-261)**
Inactivate. A new course has been developed to incorporate this training.
Effective: Spring 2013

- P. HO-3 – Medical Terminology**
Revise texts *Medical Terminology Systems: A Body Systems Approach*, F.A. Davis, to 7th Edition, 2012, ISBN: 978-0-8036-2954-7 as recommended for the Vocational Nursing IPR.
Effective: Fall 2013
- Q. HO-40 – Nursing Assessment**
Revise texts: Carolyn Jarvis, *Physical Examination and Health Assessment*, to 6th Edition,; and Carolyn Jarvis, *Student Lab Manual for Physical Examination and Health Assessment*, to 6th Edition; Carolyn Jarvis, *Pocket Companion for Physical Examinations and Health Assessment*, to 6th Edition, as recommended for the Vocational Nursing IPR.
Effective: Fall 2013
- R. HO-46 – IV Therapy and Blood Withdrawal (Phlebotomy)**
Revise Texts adding: *Phlebotomy Quick Guide* by I-Bar Publishing, to 2009 edition, ISBN: 978-1594251054 as recommended for the Vocational Nursing IPR.
Effective: Fall 2013
- S. HO-54 – Structure and Function of the Human Body**
Locally inactivate course as recommended for the Vocational Nursing IPR.
Effective: Fall 2013
- T. HO-64 – NCLEX-PN Review**
Revise text Mary O. Eyles, “Mosby’s Comprehensive Review of Practical Nursing for the NCLEX–PM Examination”, to 16th Edition, 2011 published by Mosby’s. Or student may use any NCLEX-PN review text published in 2011 or 2012 as recommended for the Vocational Nursing IPR.
Effective: Fall 2013
- U. HO-80A – Geriatric (Long-Term Care) Nurse Assistant**
No change necessary after review for the Vocational Nursing IPR.
Effective: Fall 2013
- V. JOUR-1 – News Reporting and Writing**
Revise Text *Writing and Reporting the News*, Carol Rich, Wadsworth Publishing, to 6th Edition, 2010, ISBN: 978-0-495-56987-9 as recommended in Journalism IPR.
Effective: Fall 2013
- W. JOUR-2 - Student Newspaper**
Locally inactivate course as recommended in Journalism IPR.
Effective: Spring 2013
- X. JOUR-3A – Newspaper Production I**
Locally inactivate course as recommended in Journalism IPR.
Effective: Spring 2013
- Y. JOUR-3B – Newspaper Production II**
Locally inactivate course as recommended in Journalism IPR.
Effective: Spring 2013

- Z. JOUR-3C – Newspaper Production III**
Locally inactivate course as recommended in Journalism IPR.
Effective: Spring 2013
- AA. JOUR-3D – Newspaper Production IV**
Locally inactivate course as recommended in Journalism IPR.
Effective: Spring 2013
- BB. JOUR-4 – Mass Communication and Society**
Revise Text *Media and Culture*, to 7th Edition, Richard Campbell, Boston: Bedford/St Martin's, 2009, ISBN: 978-0-312-48546-7 as recommended in Journalism IPR.
Effective: Fall 2013
- CC. PEAC-12 - Triathlon Training**
Locally inactivate course. Course has not been taught since Spring 2007.
Effective: Fall 2013
- DD. PEAC-32A – Step Aerobics**
Locally inactivate course. Course will no longer be taught with transfer of faculty to different discipline.
Effective: Spring 2013
- EE. PEAC-44A – Jazz Dancing**
Locally inactivate course. Course has not been taught since Spring 2011.
Effective: Fall 2013
- FF. PGT-22 – Operations, Maintenance and Safety**
Locally inactivate course. Course re-numbered to IT-22 in August 2011.
Effective: Fall 2013

4. Action

- A. AGR-22 - Rodeo Skills**
Course assigned to Discipline of Equine Science (Mesloh/Gardiner) MSCU
Effective: Fall 2013
- B. AT-50 - Car Care Basics**
Course approved for Hybrid delivery as a pilot for one offering.
(Mesloh/Gardiner) MSCU
Ms. Mouch noted that lower course numbers need to be core requirements within a program; higher numbers should be used for electives. Because this course will be a core requirement for multiple certificates in auto technology, the new course number is appropriate.
Effective: Fall 2013
- C. AT-51 – Automotive Survival**
TABLED (Mouch) Re-number course from AT-98 with no revisions.
Besides the question of whether 51 is an appropriate number for a course that will not be a core elective, the question was asked whether this course and AT-51A are community service because they don't seem to fit within the primary three foci of community colleges' mission: basic skills, vocational training, and

transfer education. Chad will reconsider numbering and will weigh whether the courses are community service or not.

Effective: Fall 2013

D. AT-51A – Automotive Survival Lab

TABLED (Mouck). Re-number course from AT-98.01. There were no other revisions.

Effective: Fall 2013

E. ENGL-9 Critical Thinking and Composition

Approved Content Review to require ENGL-1 College Composition as a Prerequisite for ENGL-9. (Gardiner/Mouck) MSCU

Effective: Spring 2013

F. ENGL-12 Survey of American Literature II

Approved Content Review to require ENGL-1 College Composition as a Prerequisite for ENGL-12. (Gardiner/Mouck) MSCU

Effective: Spring 2013

G. ENGL-22 Creative Writing

Approved Content Review to require ENGL-1 College Composition as a Prerequisite for ENGL-22. (Gardiner/Mouck) MSCU

Effective: Fall 2013

H. ENGL-22 Creative Writing

Revised outline to include Prerequisite Skills. (Gardiner/Mouck) MSCU

Effective: Spring 2013

I. FS-56 - Helicopter Crewmember (S-271)

New course approved. (Gardiner/Somerville) MSCU

2.0 units (32 lec/8 lab). Course supports the Lassen College/US Forest Service contract and provides needed training to government employees and Fire Science students.

Effective: Spring 2013

J. FS-56 - Helicopter Crewmember (S-271)

Course assigned to Discipline of Fire Technology. (Mesloh/Lewis) MSCU

Effective: Spring 2013

K. FS-56 - Helicopter Crewmember (S-271)

Approved Course Content to require English 50 as Recommend Preparation for FS-56. (Gardiner/Somerville) MSCU

Effective: Spring 2013

L. FS-56 - Helicopter Crewmember (S-271)

Approved Course Content to require Reading 51 as Recommend Preparation for FS-56. (Gardiner/Somerville) MSCU

Effective: Spring 2013

M. FS-90 – Portable Pumps and Water Use (S-211)

Approved new course. (Mesloh/Elam) MSCU

1 unit (16 lec/4 lab). Course supports the Lassen College/US Forest Service contract and provides needed training to government employees and Fire Science students.

Effective: Spring 2013

- N. FS-90 – Portable Pumps and Water Use (S-211)**
Course assigned to Discipline of Fire Technology. (Mouck/Taylor) MSCU
Effective: Spring 2013
- O. FS-90 – Portable Pumps and Water Use (S-211)**
Approved Course Content to require English 50 as Recommend Preparation for FS-90. (Mesloh/Gardiner) MSCU
Effective: Spring 2013
- P. FS-90 – Portable Pumps and Water Use (S-211)**
Approve Course Content to require Reading 51 as Recommend Preparation for FS-90. (Mesloh/Gardiner) MSCU
Effective: Spring 2013
- Q. VN-50 - Pharmacology**
Revised Student Learning Outcomes to replace #2 with: *“Calculate accurate dosages of ordered medications to provide safe administration of medications.”*
Added an additional textbook Ogden and Fluharty *Calculation of Drug Dosages, a Work Text*, 9th edition, by, published by Elsevier, 2012, ISBN: 978-0323077538, as recommended for the Vocational Nursing IPR. (Mouck/Taylor) MSCU
Effective: Fall 2013
- R. VN-51 – Nursing Fundamentals**
Revised Student Learning Outcomes to replace #2 with: *“Identify signs of wellness or illness on the health continuum, and describe the fundamental care appropriate at the various stages.”* Also deleted textbooks: *Fundamental Concepts and Skills for Nursing*, by Susan DeWitt Saunders, and *Nurses Pocket Guide Diagnosis Prioritized Intervention and Rationales Doenges*, by FA Davis as recommended for the Vocational Nursing IPR. (Mouck/Taylor) MSCU
Effective: Fall 2013
- S. VN-52 – Clinical Lab I**
Revised Student Learning Outcomes to add: *“4. Demonstrate safe and accurate medication administration, oral and parenterally, except not intravenously.”*
Also removed *Fundamental Concepts and Skills* by deWitt, and added textbook Gulanick and Meyers, *Nursing Care Plans, Diagnoses, Interventions, and Outcomes*, 7th edition, Mosby-Elsevier, 2010, ISBN: 10-0323065376 as recommended for the Vocational Nursing IPR. (Mouck/Taylor) MSCU
Effective: Fall 2013
- T. VN-53 – Adult Nursing Theory II**
Removed Student Learning Outcomes and added the following: *“1. Describe the pathophysiology of the disorders of the endocrine, gastrointestinal, neurosensory, musculoskeletal-integumentary, respiratory, and cardiovascular systems. 2. Identify medications and treatment modalities appropriate to disorders of the above listed body systems.”* Also revised textbook: *Introductory Medical-*

Surgical Nursing, Timby and Smith, to 10th Edition, 2009, ISBN: 9781451162554 as recommended for the Vocational Nursing IPR. (Mouck/Taylor) MSCU
It was also pointed out that the VN53 outline incorrectly states “CSU/UC approved.” This is incorrect and was corrected as part of the action.
Effective: Fall 2013

U. VN-54 – Clinical Lab II

Replaced Student Learning Outcomes #1 with: “1. *Demonstrate safe and accurate medication administration, oral and parenterally, except not intravenously.*” Also added textbook: Gulanick and Meyers, *Nursing Care Plans, Diagnoses, Interventions, and Outcomes*, 7th edition, Mosby-Elsevier, 2010, ISBN: 10-0323065376 as recommended for the Vocational Nursing IPR. (Mouck/Taylor) MSCU
Effective: Fall 2013

V. VN-55 – Adult Nursing Theory III

Removed Student Learning Outcome and replaced with: “1. *Describe the pathophysiology of disorders of the genitourinary system, medications and treatment modalities used in treating patients with these disorders and identify nursing functions in their delivery.* 2. *Demonstrate leadership, organization, and management in class activities.*” Also revised textbook: *Introductory Medical-Surgical Nursing*, Timby and Smith, to 10th Edition, ISBN: 9781451162554 as recommended for the Vocational Nursing IPR. (Mouck/Taylor) MSCU
It was also pointed out that the VN55 outline incorrectly states “CSU/UC approved.” This is incorrect and was corrected as part of the action.

Effective: Fall 2013

W. VN-56 – Clinical Lab III

Revised Student Learning Outcomes to add: “4. *In a clinical setting, demonstrate the appropriate skills to care for maternity patients.* 5. *Demonstrate the appropriate skills to care for pediatric patients in the clinical setting.*” Also added textbook: Gulanick and Meyers, *Nursing Care Plans, Diagnoses, Interventions, and Outcomes*, 7th edition, Mosby-Elsevier, 2010, ISBN: 10-0323065376”; revised Smith and Timby, *Introductory Medical Surgical Nursing* to 10th; and removed *Fundamental Concepts and Skills* by de Witt as recommended for the Vocational Nursing IPR. (Mouck/Taylor) MSCU
Effective: Fall 2013

X. VN-57 – Maternity Nursing

Revised Student Learning Outcomes by removing current SLO and adding: “1. *Describe the fertilization process in humans.* 2. *Verbalize an understanding of the care of a pregnant woman during each phase of the pregnancy and delivery into post-partum care*” as recommended for the Vocational Nursing IPR. (Mouck/Taylor) MSCU
Effective: Fall 2013

Y. VN-58 – Pediatric Nursing

Revised Student Learning Outcomes to remove: “3. *Demonstrate the appropriate skills to care for pediatric patients in the clinical*” as recommended for the Vocational Nursing IPR. (Mouck/Taylor) MSCU

Effective: Fall 2013

Z. Certificate of Achievement in Journalism

Certificate inactivated as recommended in the Journalism IPR. (Gardiner/Lewis) MSCU

Effective: Spring 2013

AA. Associate of Science in Journalism

Degree inactivated as recommended in the Journalism IPR. (Gardiner/Lewis) MSCU

Effective: Spring 2013

BB. Associate of Science in Vocational Nursing

Revised general education SLOs to be consistent with current GE SLOs, and specifically note that the first two are specific to the VN degree. Recommended for the Vocational Nursing IPR. (Somerville/Mesloh) MSCU

Effective: Fall 2013

5. Discussion

A. PSY-5 – Introduction to Research Methods

New course proposed for inclusion in Psychology Transfer Degree.

It was noted that both courses were developed in coordination with Alison Somerville, Articulation Officer, and are consistent with C-ID descriptors.

Comments related to the two proposed psychology courses included: the proposed degree needs to be AA not AS, remove “Transfers to CSU only” until officially approved by CSU, Keep PSY2 on the degree for now (it can be removed later if inactivated) and remove reference on revision form that PSY6 is replacing PSY2. These actions will be discussed at a future meeting. Both courses will be moved to action at the next meeting.

B. PSY-6 – Abnormal Psychology

New course proposed for inclusion in Psychology Transfer Degree.

6. Future Dates

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

Note: Additional meetings may be scheduled as needed.

Spring 2013

February 5, 19

March 5, 19

April 2, 16

May 7

7. Information

A. Audit Finding regarding Catalog Information

All courses, including the 48 and 98, must be in the catalog. For each course, it will need to be decided whether we are going to keep these courses and list them in the catalog, re-number them to be more appropriate than a “Special Topic”, or make them inactive.

Reminder: The following instructional programs are due. Curriculum Review (course outlines) should be done early in the process.

Instructional Program Reviews Due

Social Science - May 2011
Gunsmithing – May 2011/2013
Agriculture – May 2012
Business – May 2012
Basic Skills – May 2013
Development Studies – May 2013
Fire Technology – May 2013
Vocational Nursing – May 2013
Welding Technology – May 2013

8. **Any Person Having Business Not on the Agenda** None
9. **Adjournment** (Mesloh) 3:41pm
10. **Future Agenda**

APPROVED