



May 7, 2013 - Tuesday
3:00 PM
Child Development Building
Room 119

Meeting Called to Order at 3:00 pm

Present:

Ms. Cheryl Aschenbach, Chair
Ms. Elizabeth Elam
Mr. Kory Konkol
Mr. Chad Lewis
Ms. Susan G. Mouck, VP of Academic Services
Ms. Toni Poulsen
Ms. Alison Somerville, Articulation Officer, Vice Chair
Ms. Debbie Shockley, Instructional Services Technician

Absent:

ASB Representative
Ms. Lisa Gardiner
Ms. K.C. Mesloh, Transfer Center Assistant
Mr. Garrett Taylor
Ms. Stephney Stuart

1. **Agenda Approved (Poulsen/Elam: MSCU)**
2. **Approved Minutes from April 16, 2013 (Elam/Somerville: MSC with 1 Abstention)**
3. **Action taken by Curriculum Subcommittee**
 - A. **AT-20 – Basic Auto**
Course was renumbered to AT-50 Car Care Basics. AT-20 is locally inactivated.
Effective: Fall 2013
 - B. **AT-21 – Engine Repair**
Part of Course was included in the renumbered course AT-72 Engine Repair-Blocks and AT-74 Engine Repair and Machining-Cylinder Heads. AT-21 is locally inactivated.
Effective: Fall 2013
 - C. **AT-23 – Fuel Injection Carburetion Systems**
Course was renumbered to AT-84 Engine Performance II. AT-23 is locally inactivated.
Effective: Fall 2013
 - D. **AT-24 – Engine Electrical**
Course was renumbered to course AT-80 Basic Electrical. AT-24 is locally inactivated.

Effective: Fall 2013

- E. AT-25 – Tune-Up**
Course was renumbered to course AT-82 Engine Performance I. AT-25 is locally inactivated.
Effective: Fall 2013
- F. AT-26 – Manual Transmissions and Rear Axles**
Course was renumbered to course AT-66 Manual Drive Train. AT-26 is locally inactivated.
Effective: Fall 2013
- G. AT-27 – Steering and Suspension**
Course was renumbered to course AT-56 Steering and Suspension. AT-27 is locally inactivated.
Effective: Fall 2013
- H. AT-28 – Automotive Brakes**
Course was renumbered to course AT-54 Brakes. AT-28 is locally inactivated.
Effective: Fall 2013
- I. AT-30 – Chassis Electrical**
Part of Course was included in the renumbered course AT-80 Basic Electrical. AT-30 is locally inactivated.
Effective: Fall 2013
- J. AT-32 – Air Conditioning and Accessories**
Course was renumbered to course AT-58 Automotive Heating and Air Conditioning. AT-32 is locally inactivated.
Effective: Fall 2013
- K. AT-33 – Automatic Transmissions**
Part of Course was included in the renumbered course AT-80 Basic Electrical. AT-33 is locally inactivated.
Effective: Fall 2013
- L. AT-36 General Automotive Lab**
Course was renumbered to course AT-70 General Automotive Lab. AT-36 is locally inactivated.
Effective: Fall 2013
- M. AT-37 – Automotive Machines**
Course was renumbered to course AT-76 Automotive Machining Lab. AT-37 is locally inactivated.
Effective: Fall 2013
- N. AT-38 – Engine Balancing**
Part of Course was included in the renumbered course AT-72 Engine Repair Short Block and Machine. AT-38 is locally inactivated.
Effective: Fall 2013
- O. HO-80A Geriatric (Long-Term Care) Nurse Assistant**
Add to required textbooks the following: Workbook for Hartman’s Nursing Assistant Care: The Basics, 3rd Edition, ISBN: 9781604250152.
Effective: Fall 2013

- P. **READ-101 – Basic Reading and Study Skills**
Revise text to D.J. Henry, The Skilled Reader, 2nd 3rd Ed., 2004 2011, Pearson
Longman, ISBN: 9780205571389 **9780205780877**
Effective: Fall 2013

4. **Action**

- A. **AJ-24 – Community Relations**
Approved changes to course description, student learning outcomes, and course outline as well as adopt a new textbook. Changes made to align with C-ID requirements. (Mouck/Somerville: MSCU)
Effective: Fall 2013
- B. **AGR-21B – Intercollegiate Rodeo**
Approved changes to the Course Description and repeatability. (Poulsen/Konkol: MSCU)
Effective: Fall 2013
- C. **AGR-22 – Rodeo Skills**
Approved changes to the Course Description and repeatability. (Poulsen/Konkol: MSCU)
Effective: Fall 2013
- D. **CT-49A – Introduction to Construction Technology Work Experience**
Approved locally inactivating the course. No Courses in Program.
(Poulsen/Lewis: MSCU)
Effective: Fall 2013
- E. **CT-49 – Construction Technology Work Experience**
Approved locally inactivating the course. No Courses in Program.
(Poulsen/Lewis: MSCU)
Effective: Fall 2013
- F. **CT-70 – Cabinetry Basics**
Approved locally inactivating the course. There are no faculty available.
(Poulsen/Lewis: MSCU)
Effective: Fall 2013
- G. **CT-72 – Cabinetry Finishing and Installing**
Approved locally inactivating the course. There are no faculty available.
(Poulsen/Lewis: MSCU)
Effective: Fall 2013
- H. **CT-111 – Fine Woodworking Machines-Intermediate**
Approved locally inactivating the course. There are no faculty available.
(Poulsen/Lewis: MSCU)
Effective: Fall 2013
- I. **CT-112 – Fine Woodworking Machines and Joinery**
Approved locally inactivating the course. There are no faculty available.
(Poulsen/Lewis: MSCU)
Effective: Fall 2013

- J. PEAC-2A – Men’s Varsity Soccer**
Approved changes to the Course Description, repeatability, Course Objectives, Course Content, Assignments, Methods of Instruction, Methods of Evaluation and Representative Texts. (Lewis/Konkol: MSCU)
Effective: Fall 2013
- K. PEAC-2C – Women’s Varsity Soccer**
Approved changes to the Course Description, repeatability, Course Objectives, Course Content, Assignments, Methods of Instruction, Methods of Evaluation and Representative Texts. (Lewis/Konkol: MSCU)
Effective: Fall 2013
- L. PEAC-5A – Men’s Varsity Basketball**
Approved changes to the Course Description, repeatability, Course Objectives, Course Content, Assignments, Methods of Instruction, Methods of Evaluation and Representative Texts. (Lewis/Konkol: MSCU)
Effective: Fall 2013
- M. PEAC-5C – Women’s Varsity Basketball**
Approved changes to the Course Description, repeatability, Course Objectives, Course Content, Assignments, Methods of Instruction, Methods of Evaluation and Representative Texts. (Lewis/Konkol: MSCU)
Effective: Fall 2013
- N. PEAC-6 – Varsity Wrestling**
Approved changes to the Course Description, repeatability, Course Objectives, Course Content, Assignments, Methods of Instruction, Methods of Evaluation and Representative Texts. (Lewis/Konkol: MSCU)
Effective: Fall 2013
- O. PEAC-7 – Varsity Baseball**
Approved changes to the Course Description, repeatability, Course Objectives, Course Content, Assignments, Methods of Instruction, Methods of Evaluation and Representative Texts. (Lewis/Konkol: MSCU)
Effective: Fall 2013
- P. PEAC-9 – Women’s Varsity Volleyball**
Approved changes to the Course Description, repeatability, Course Objectives, Course Content, Assignments, Methods of Instruction, Methods of Evaluation and Representative Texts. (Lewis/Konkol: MSCU)
Effective: Fall 2013
- Q. PEAC-10 – Women’s Varsity Softball**
Approved changes to the Course Description, repeatability, Course Objectives, Course Content, Assignments, Methods of Instruction, Methods of Evaluation and Representative Texts. (Lewis/Konkol: MSCU)
Effective: Fall 2013
- R. PEAC-60 – Physical Fitness for the Senior Adult**
Approved local inactivation of the course. Has not been taught in several years. (Poulsen/Konkol: MSCU)
Effective: Fall 2013

S. VN-51 – Nursing Fundamentals

Approved changing the prerequisites for the course: delete HO 54 totally. Add HO 3 Medical Terminology, PSY 18 Life Span. Continue to include the following prerequisites: BIO 25 & 26 Anatomy and Physiology, HLTH 25 Nutrition, PSY 1 Introduction to Psychology, HO 80A Geriatric Nursing Assistant Or current CNA certificate, HO 120 CPR; and acceptance and enrollment into the Vocational Nursing Program. This correlates the course requirements with program requirements. (Poulsen Tabled motion to ensure that all Content Review Forms were submitted.)
Effective: Fall 2013

T. AT Certificate of Achievement Advanced Mechanics

Approved a revision to Certificate of Achievement-Tune-Up. The revision is necessary because of the change in the courses and course numbers.

AT-50	Car Care Basics	3
AT-54	Brakes	3
AT-56	Steering and Suspension	3
AT-66	Manual Transmissions, Axles, and Transfer Cases	3
AT-68	Automatic Transmissions	3
AT-70	General Automotive Lab	2
AT-58	Automotive Heating and Air Conditioning	3
AT-60	Shop Management and Service Writer	3
	Total Units	23

Student Learning Outcomes:

Upon completion of the Advanced Mechanic Certificate of Achievement, the student will be able to:

1. Diagnose common automotive drivetrain malfunctions, execute the appropriate corrective steps, and verify the malfunction has been resolved.
2. Perform automotive preventative maintenance according to industry standards.
3. Perform standard documentation found on automotive repair orders.
(Poulsen/Somerville: MSCU)

Effective: Fall 2013

U. AT Certificate of Achievement Engine Repair

Approved a revision to Certificate of Achievement-General Mechanics. The revision is necessary because of the change in the courses and course numbers.

AT-50	Car Care Basics	3
AT-70	General Automotive Lab	2
AT-72	Engine Repair Short Block and Machining	4
AT-74	Engine Repair and Machining-Cylinder	3
AT-76	Automotive Machining Lab	2
AT-58	Automotive Heating and Air Conditioning	3
AT-60	Shop Management and Service Writer	3
	*Elective	3

Total Units 25

** Elective choices are:*

AT-62 Hydraulics/Basic Farm Machinery (in development)

AT-64 Diesel Repair and Maintenance (in development)

AT-60 Shop Management/Service Writer

AT-52 Vintage Vehicle Repair

Student Learning Outcomes

Upon completion of the Engine Repair Certificate of Achievement, the student will be able to:

1. Diagnose various automotive engine system malfunctions: execute the appropriate corrective steps and verify the problem has been resolved.
2. Perform automotive preventative maintenance according to industry standards.
4. Perform standard documentation found on automotive repair orders. (Poulsen/Somerville: MSCU)

3.

Effective: Fall 2013

V. AT Certificate of Accomplishment-General Mechanic

Approved a Certificate of Accomplishment-General Mechanics. This Certificate was recommended by the Advisory Committee to better meet the needs of students.

AT-50	Car Care Basics	3
AT-54	Brakes	3
AT-56	Steering and Suspension	3
AT-60	Shop Management and Service Writer	3
AT-64*	Diesel Repair and Maintenance	3
	Total Units	14

**Course is in development.*

Certificate Student Learning Outcomes

Upon completion of the General Mechanics Certificate of Accomplishment, the student will be able to:

1. Diagnose basic automotive chassis system malfunctions: execute the appropriate corrective steps and verify the problem has been resolved.
2. Perform automotive preventative maintenance according to industry standards.
3. Perform standard documentation found on automotive repair orders. (Poulsen/Somerville: MSCU)

Effective: Fall 2013

W. AT Certificate of Accomplishment-Electrical

Approved a Certificate of Accomplishment-Electrical. This Certificate was recommended by the Advisory Committee to better meet the needs of students.

AT-50	Car Care Basics	3
AT-80	Brakes	3
AT-82	Engine Performance I	3
AT-84	Engine Performance II	3
MATH	Technical Math	3
	Total Units	14

**Course is in development.*

Certificate Student Learning Outcomes

Upon completion of the Electrical Certificate of Accomplishment, the student will be able to:

1. Diagnose automotive electrical system malfunctions: execute the appropriate corrective steps and verify the problem has been resolved.
2. Perform preventative maintenance and basic electrical system testing to verify proper operation of automotive starting, charging, and lighting systems.
(Poulsen/Somerville: MSCU)

Effective: Fall 2013

- X. Remove Degree-Applicable (CB04)** to allow courses to be included in Basic Skills on future College Success Scorecards. Courses include ENGL-50, MATH-51, and MATH-53. (Elam/Poulsen: MSCU)
- 5. Discussion** – All Discussion items will be moved to “Action” for the next meeting.
- A. PEAC-2B – Pre-Season Skills and Conditioning for Soccer**
Proposed new course to replace PEAC-35A in the AA Physical Education General Studies, AA Physical Education University Studies and AA General Education pattern.
Effective: Fall 2013
- B. PEAC-2D – Off-Season Skills and Conditioning for Soccer**
Proposed new course to replace PEAC-35A in the AA Physical Education General Studies, AA Physical Education University Studies and AA General Education pattern.
Effective: Fall 2013
- C. PEAC-5B – Pre-Season Skills and Conditioning for Basketball**
Proposed new course to replace PEAC-21A in the AA Physical Education General Studies, AA Physical Education University Studies and AA General Education pattern.
Effective: Fall 2013
- D. PEAC-5D – Off-Season Skills and Conditioning for Basketball**
Proposed new course to replace PEAC-21A in the AA Physical Education General Studies, AA Physical Education University Studies and AA General Education pattern.
Effective: Fall 2013
- E. PEAC-6B – Pre-Season Skills and Conditioning for Wrestling**
Proposed new course to replace PEAC-25A in the AA Physical Education General Studies, AA Physical Education University Studies and AA General Education pattern.
Effective: Fall 2013
- F. PEAC-6D – Off-Season Skills and Conditioning for Wrestling**
Proposed new course to replace PEAC-25A in the AA Physical Education General Studies, AA Physical Education University Studies and AA General Education pattern.
Effective: Fall 2013

- G. PEAC-7D – Off-Season Skills and Conditioning for Baseball**
Proposed new course to replace PEAC-20A in the AA Physical Education General Studies, AA Physical Education University Studies and AA General Education pattern.
Effective: Fall 2013
- H. PEAC-9B – Pre-Season Skills and Conditioning for Volleyball**
Proposed new course to replace PEAC-22A in the AA Physical Education General Studies, AA Physical Education University Studies and AA General Education pattern.
Effective: Fall 2013
- I. PEAC-9D – Off-Season Skills and Conditioning for Volleyball**
Proposed new course to replace PEAC-22A in the AA Physical Education General Studies, AA Physical Education University Studies and AA General Education pattern.
Effective: Fall 2013
- J. PEAC-10D – Off-Season Skills and Conditioning for Softball**
Proposed new course to replace PEAC-23A in the AA Physical Education General Studies, AA Physical Education University Studies and AA General Education pattern.
Effective: Fall 2013
- K. AA-T for Anthropology**
Proposed new transfer degree.
Effective: Fall 2013

6. Future Dates

7. Information

- A. Community Service Course – Painting for Personal Enrichment**
Community Service Course being offered by Michael Giampaoli for Fall 2013. This is the same Community Service Course he had done in Spring 2013.
Effective: Fall 2013

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

Instructional Program Reviews Due

Gunsmithing – May 2011/2013
Agriculture – May 2012
Basic Skills – May 2013
Fire Technology – May 2013
Vocational Nursing – May 2013

8. Any Person Having Business Not on the Agenda

- A.** Ms. Shockley discussed courses that have recently been approved at the Chancellors' Office, and provided an update on submissions.
- B.** Ms. Aschenbach shared information about the California Acceleration Project that will be piloted with the English courses. This is a project that will work to accelerate remediation of English students by including them in the ENGL-50 class with support and resources to help. This will do away with the ENGL-103

and ENGL-102 courses and help make our students more successful in English and the other courses they are taking. If you have any questions, you can contact Ms. Aschenbach, Jake Williams, or Eric Neuenfeldt.

9. **Adjournment** (Konkol/Somerville) 3:53 pm

10. **Future Agenda**

A. Changing CB04 “Degree Applicable” coding on ENGL-50, MATH-51, and MATH-53.

APPROVED