**MINUTES**

**Present**

Franchesca Amezola, Jason Asman, Jim Chin, Michael Cole, Lore Dobusch, Toni Ensz, John Fitzer, Richardson Fleuridor, Kate Fourchy, Nancy Frampton, Pam Gilmore, Kent Kinney, Cynthia MacDonald, Nancy Marsh, Jon McPhee, Walid Tayar, Ray Tjahjadi, Samara Trimble, Sheryl Young-Manning

**Absent**

Marilyn Behringer, Cristal Gallardo, Deborah Ikeda, Jessy Torres

**Visitors**

Julie Constable, Garry Elliott, Robin Huigen, Tom Mester, Conrad Perez, Ian Stone, Michael van Wyhe

**1. CALL TO ORDER**

Meeting was called to order at 3:04 p.m.

**2. ROLL**

Roll sheet was circulated.

**3. APPROVAL OF THE MINUTES OF OCTOBER 13, 2011**

Minutes approved with change to effective date for English 126.

**4. INTRODUCTION OF VISITORS**

**5. CONSENT AGENDA**

 **A. READING & LANGUAGES DEPARTMENT**

 **1. Course Prerequisites effective fall 2012 *(Michael van Wyhe)***

 **English 126 Reading Skills for College 4 units, 4 lecture hours, pass/no pass option. Prerequisites: Completion of English 262, 262B, or placement by college assessment process.**

Revised prerequisites to Completion of English 262, 262B, English as a Second Language 226R, or placement by college assessment process.

 **B. AGRICULTURE & TECHNOLOGY DEPARTMENT**

 **1. Course Modification effective fall 2012 *(David Lopes)***

**a. Agriculture & Natural Resources 1 Career Preparation 1 unit, 1 lecture hour. Advisories: Eligibility for English 125 and 126.**

Revised student learning outcomes and course objectives.

 **b. Agriculture & Natural Resources 2 Career Leadership Seminar 1 unit, 1 lecture hour. Advisories: Eligibility for English 125 and 126.**

Revised student learning outcomes and course objectives.

 **c. Animal Science 1 General Livestock Production 3 units, 2 lecture hours, 3 lab hours. Advisories: Eligibility for English 125 and 126.**

Revised student learning outcomes, course objectives, textbooks, and grading scale.

 **d. Animal Science 2 Beef Production 3 units, 2 lecture hours, 3 lab hours. Advisories: Eligibility for English 125 and 126.**

 Revised majors/certificates, student learning outcomes, course objectives, textbooks, global/multicultural statement, methods to measure student achievement, and grading scale.

 **e.** **Animal Science 3 Sheep Production 3 units, 2 lecture hours, 3 lab hours. Advisories: eligibility for English 125 and 126.**

 Revised student learning outcomes, course objectives, and textbooks.

 **f.** **Animal Science 4 Swine Production 3 units, 2 lecture hours, 3 lab hours. Advisories: Eligibility for English 125 and 126.**

Revised majors, student learning outcomes, course objectives, textbooks, global/multicultural statement, and grading scale.

 **g.** **Animal Science 5 Animal Nutrition 3 units, 3 lecture hours. Advisories: Eligibility for English 125 and 126.**

Revised majors, student learning outcomes, course objectives, global/multicultural statement, and special facilities.

 **h.** **Animal Science 6 Livestock Selection and Evaluation 3 units, 2 lecture hours, 3 lab hours. Advisories: Eligibility for English 125 and 126.**

Revised student learning outcomes, course objectives, and methods to measure student achievement.

 **i.** **Animal Science 10 Meat Evaluation and Processing 3 units, 2 lecture hours, 3 lab hours. Advisories: Eligibility for English 125, 126, and 101.**

 Revised student learning outcomes, course objectives, textbooks, and special facilities.

 **j. Animal Science 21 Equine Science 3 units, 2 lecture hours, 3 lab hours. Advisories: Eligibility for English 125 and 126.**

 Revised student learning outcomes, course objectives, and textbooks.

 **k. Animal Science 24 Equitation 2 units, 1 lecture hour, 3 lab hours, pass/no pass, 2 repeats. Advisories: Eligibility for English 125 and 126.**

Revised student learning outcomes, course objectives, and textbooks.

 **l.** **Animal Science 40 Fairs and Expositions 2 units, 1 lecture hour, 3 lab hours 3 repeats. Advisories: Eligibility for English 125 and 126.**

Revised catalog description, student learning outcomes, course objectives, methods to measure student achievement, and grading scale.

 **2. Course Modification effective fall 2012 *(Dustin Sperling)***

 **a. Agriculture & Natural Resources 41 Agriculture Ambassadors 2 units, 1 lecture hour, 3 lab hours, 3 repeats. Advisories: Eligibility for English 126.**

Revised grading basis, catalog description, student learning outcomes, content outline, textbook, methods to measure student achievement, and grading scale.

Consent Agenda Items B1a, B1b, B1d, B1e, B1f, and B1k moved to next week’s agenda since the department was not able to make the requested changes.

 Approved the remaining Consent Agenda items. The effective date for English 126 is ***summer 2012***.

**6. OLD BUSINESS**

 **A. AGRICULTURE & TECHNOLOGY DEPARTMENT**

 **1. Course Modifications effective fall 2012 *(K. Kinney)***

 **a. Natural Resources 5 Wildland Fire Technology 3 units, 2 lecture hours, 3 lab hours. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised catalog description, course objectives, content outline, methods to measure student achievement, grading scale, and special facilities.

Approved course modification for Natural Resources 5.

 **b. Natural Resources 6 Dendrology 3 units, 2 lecture hours, 3 lab hours. Advisories: Natural Resources 4 and eligibility for English 125, 126, and Mathematics 101.**
Revised catalog description, course objectives, and content outlines.

 Natural Resources 4 is appearing in CurricUNET in the wrong place on the course outline.

Approved course modification for Natural Resources 6.

 **c. Natural Resources 12 Watershed Ecology 2 units, 1 lecture hour, 3 lab hours. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised hours, catalog description, student learning outcomes, course objectives, content outline, textbooks, grading scale, special facilities.

 Approved course modification for Natural Resources 6.

 **d. Natural Resources 30 Forest Recreation 3 units, 2 lecture hours, 3 lab hours. Advisories: Natural Resources 1, 6, and eligibility for English 125, 126, and Mathematics 101.**

 Revised catalog description, student learning outcomes, course objectives, textbooks, and methods to measure student achievement.

 Approved course modification for Natural Resources 30.

 Approved advisory modification to Eligibility for English 125, 126, and Mathematics 101.

 **e. Natural Resources 36 Natural Resources Law Enforcement 3 units, 3 lecture hours. Advisories: Eligibility for English 125 and 126.**

Revised student learning outcomes and textbooks.

 Approved course modification for Natural Resources 36.

**f. Natural Resources 108 Introduction to Field Studies .5 unit, 1 lab hour. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised certificates, catalog description, student learning outcomes, course objectives, content outline, methods to measure student achievement, and grading scale.

 **g.** **Natural Resources 109 Forest Field Studies I .5 unit, 1 lab hour. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised title, catalog description, student learning outcomes, course objectives, content outline, textbooks, methods to measure student achievement, and special facilities.

 **h. Natural Resources 110 Forestry Field Studies II .5 unit, 1 lab hour. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised title, catalog description, student learning outcomes, course objectives, content outline, and special facilities.

 Moved Natural Resources 108, 109, 110, 115, and 116 to next week. Repeats will be removed.

**7. NEW BUSINESS**

  **A. AGRICULTURE & TECHNOLOGY DEPARTMENT**

  **1. Course Modifications effective fall 2012 *(Kent Kinney)***

 **a. Natural Resources 1 Introduction to Forestry 2 units, 1 lecture hour, 3 lab hours. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised units, hours, student learning outcomes, course objectives, content outline, textbooks, methods to measure student achievement, grading scale, and special facilities.

 **b. Natural Resources 19V Cooperative Work Experience, Natural Resources 1-8 units, 75 hours/unit paid employment or 60 hours/unit volunteer employment.**

Revised student learning outcomes.

 **c. Natural Resources 25 Forest and Resource Management 1 unit, 1 lecture hour. Advisories: Previous or concurrent enrollment in Natural Resources 11, 14 and eligibility for English 125, 126, and Mathematics 101.**

 Revised prerequisites, catalog description, student learning outcomes, textbooks, and methods to measure student achievement.

Natural Resources 1 will be added as a prerequisite to Natural Resources 5.

 **d. Natural Resources 31 Animal Packing 1 unit, 3 lab hours, 1 repeat. Advisories: Eligibility for English 125 and 126.**

Revised student learning outcomes and methods to measure student achievement.

 **e. Natural Resources 32 Museum Techniques – Taxidermy 1 unit, 3 lab hours, pass/no pass option, 3 repeats. Advisories: Eligibility for English 125 and 126.**

Revised student learning outcomes and content outline.

 **f. Natural Resources 34 Conservation Laboratory 1 unit, 3 lab hours, 3 repeats. Advisories: Previous or concurrent enrollment in Natural Resources 7 and eligibility for English 125 and 126.**
Revised student learning outcomes, course objectives, content outline, textbooks, and methods to measure student achievement.

 **g. Natural Resources 35 Interpretation of Natural Resources 3 units, 2 lecture hours, 3 lab hours, pass/no pass option. Corequisites: Natural Resources 1 and 6. Advisories: Eligibility for English 1A.**
 Revised student learning outcomes, course objectives, and textbooks.

 **h. Natural Resources 42 Advanced Wildland Fire Technology 2 units, 1 lecture hour, 3 lab hours. Prerequisites: Natural Resources 5. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised student learning outcomes

 **i. Natural Resources 90 Backpacking1 unit, .5 lecture hours, 1.5 lab hours, pass/no pass option, 3 repeats. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised student learning outcomes, textbooks, and methods to measure student achievement.

 **j. Natural Resources 91 Orienteering 1 unit, .72 lecture hours, .61 lab hours, pass/no pass option, 3 repeats. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised student learning outcomes and methods to measure student achievement.

 **k.** **Natural Resources 150 ICS 200 for Single Resources .75 units, .75 lecture hours, pass/no pass option. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

 Revised student learning outcomes and methods to measure student achievement.

Title will be changed to Incident Command System 200 for Single Resources.

 **l. Natural Resources 151 Portable Pumps and Water Use 1 unit, .89 lecture hours, .44 lab hours, pass/no pass option. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised student learning outcomes.

 **m. Natural Resources 157 S-230 Crew Boss (Single Resource) 1.25 units, 1.33 lecture hours, pass/no pass option. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

 Reviewed course outline.

 **n. Natural Resources 158 S-231 Engine Boss 1.5 unit, .89 lecture hours, pass/no pass option. Advisories: Eligibility for English 125, 126, and mathematics 101.**

Revised student learning outcomes.

 Units for Natural Resources 158 will be revised to 1.

 **2. Course Modifications effective fall 2012 *(I. Stone)***
**a. Natural Resources 11 Silviculture 2 units, 1 lecture hour, 3 lab hours. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised student learning outcomes, course objectives, content outline, textbooks, and methods to measure student achievement.

**b. Natural Resources 17 Introduction to Forest Surveying 3 units, 2 lecture hour, 3 lab hours. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised student learning outcomes, course objectives, content outline, textbooks, and methods to measure student achievement.

**c. Natural Resources 18 Aerial Photo Interpretation & Geographic Information Systems 3 units, 2 lecture hour, 3 lab hours. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised catalog description, student learning outcomes, course objectives, content outline, textbooks, methods to measure student achievement, and special facilities.

**d. Natural Resources 20 Forest Measurements 3 units, 2 lecture hour, 3 lab hours. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised student learning outcomes, course objectives, content outline, textbooks, methods to measure student achievement.

The Chair suggested Mathematics 11 as a prerequisite for Natural Resources 20. Ian Stone indicated that statistics are covered in the course but not to the level of Mathematics 11. Will consider an advisory.

 **e. Natural Resources 21 Forest Products 3 units, 2 lecture hour, 3 lab hours. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised student learning outcomes and textbooks.

**f. Natural Resources 92 Wilderness Survival 1 unit, .5 lecture hour, 1.5 lab hours. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised student learning outcomes, course objectives, content outline, and methods to measure student achievement.

 Repeats will be removed.

 **g. Natural Resources 115 Advanced Field Studies I .5 unit, 1 lab hour. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised student learning outcomes, and content outline.

 Repeats will be removed.

 **h. Natural Resources 116 Advanced Field Studies II .5 unit, 1 lab hour. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised student learning outcomes, course objectives, and content outline.

 Repeats will be removed.

 **i. Natural Resources 133 Introduction to Chain Saw Operations 1 unit, .5 lecture hour, 1.5 lab hours. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised student learning outcomes and course objectives.

Committee suggested minor catalog description changes.

 **3. Course Modifications effective fall 2012 *(J. Constable)***
**a. Natural Resources 3 Computers in Natural Resources 1 unit, .5 lecture hour, 1.5 lab hours. Advisories: Eligibility for English 126.**

 Revised hours, catalog description, student learning outcomes, textbooks, and grading scale.

**b. Natural Resources 4 Forest Ecosystems 3 units, 2 lecture hours, 3 lab hours. Advisories: Eligibility for English 125, 126, and Mathematics 101.**

Revised student learning outcomes, content outline, methods to measure student achievement, and grading scale.

 **c. Natural Resources 7 Conservation of Natural Resources 3 units, 3 lecture hour. Advisories: Eligibility for English 125 and 126.**
Revised textbooks, global/multicultural statement, methods to measure student achievement, and grading scale.

 Walid Tayar suggested Mathematics 103 as a prerequisite for Natural Resources 7.

Committee suggested minor catalog description changes.

 **d. Natural Resources 14 Principles of Wildlife Management 3 units, 2 lecture hour, 3 lab hours.**

 **Advisories: Natural Resources 6 and eligibility for English 125, 126, and Mathematics 101.**

 Revised student learning outcomes, content outline, textbooks, global/multicultural statement, methods to measure student achievement, grading scale, and special or additional library materials.

Committee suggested minor catalog description changes.

 For all Natural Resources Courses remaining, committee asked for grading scale percentages, writing assignments where appropriate, updated textbooks, lab manuals for articulated lab courses, and review repeatability of courses.

 **4. Program Modifications effective fall 2012 *(D. Lopes)***

**a. Animal Science Option A Associate in Science Degree**

Revise effective date (program approved for spring 2008, however, state application never completed)

**b. Animal Science Option B Associate in Science Degree**

Revise effective date (program approved for spring 2008, however, state application never completed)

**c. Animal Husbandry Certificate of Achievement**

Revise effective date (program approved for spring 2008, however, state application never completed)

**d. Equine Technician Certificate of Achievement**

Revise effective date (program approved for spring 2008, however, state application never completed)

**e. Meat Animal Technician Certificate of Achievement**

Revise effective date (program approved for spring 2008, however, state application never completed)

 **f. Animal Science Management Certificate of Achievement**

Revise effective date (program approved for spring 2008, however, state application never completed)

 Approved Animal Science programs new effective date of Fall 2012.

 **g. Forest Surveying Technology Certificate of Achievement**

Replace Mathematics 101 with Mathematics 103

 Approved program modification for Forest Surveying Technology Certificate of Achievement

 **B. COMPOSITION, LITERATURE, AND COMMUNICATION DEPARTMENT**

 **1. Program Modifications effective fall 2011 *(L. Cooley)***

 **a. Communication Associate in Arts Degree**

Add Communication 1H

 **b. Associate in Arts Degree in Communication Studies for Transfer**

Add Communication 1H

 Approved program modifications for Communication Associate in Arts Degree and Associate in Arts Degree in Communications Studies for Transfer.

 **C. FINE ARTS & SOCIAL SCIENCES DEPARTMENT**

 **1. Course Modifications effective fall 2012 *(G. Elliott)***

 **a. Criminology 1 Introduction to Criminology 3 units, 3 lecture hours. Advisories: Eligibility for English 125 and 126.**

Revised catalog description, course objectives, global/multicultural statement, and

 **b. Criminology 3 Legal Aspects of Evidence 3 units, 3 lecture hours. Advisories: Eligibility for English 125 and 126.**

Revised catalog description, course objectives, and textbooks.

 **c. Criminology 4 Principles & Procedures of the Justice System, 3 units, 3 lecture hours. Advisories: Eligibility for English 125 and 126.**

Revised catalog description, student learning outcomes, course objectives, content outline,

 and methods to measure student achievement.

 **d. Criminology 5 Community Relations 3 units, 3 lecture hours. Advisories: Eligibility for English 125 and 126.**

Revised catalog description, student learning outcomes, course objectives, content outline, multicultural statement, and methods to measure student achievement.

 **e. Criminology 6A Criminal Law 3 units, 3 lecture hours. Advisories: Eligibility for English 125 and 126.**

 Revised course number, catalog description, student learning outcomes, course objectives, content outline, textbooks, global/multicultural statement, methods to measure student achievement, and grading scale.

 **f. Criminology 7A Police Operations and Procedures 3 units, 3 lecture hours. Advisories: Eligibility for English 125 and 126.**

Revised course number, catalog description, student learning outcomes, course objectives, content outline, texts, multicultural statement, and methods to measure student achievement.

 **g. Criminology 8 Criminal Investigation 3 units, 3 lecture hours. Advisories: Eligibility for English 125 and 126.**

Revised catalog description, student learning outcomes, course objectives, content outline, and methods to measure student achievement.

 **h. Criminology 19V Cooperative Work Experience, Criminal Justice 1-8 units, 75 hrs/unit paid, 60 hrs/unit volunteer employment, 3 repeats, maximum 16 units)**

Revised multicultural statement and special facilities.

 **i. Criminology 20 Introduction to Corrections 3 units, 3 lecture hours. Advisories: Eligibility for English 125 and 126.**

Revised catalog description, student learning outcomes, course objectives, content outline, textbooks, and methods to measure student achievement.

 Criminology courses are being revised to C-ID standards or to become more comparable to FCC’s courses.

 Nancy Frampton suggested a generic multicultural statement be written and added to appropriate courses.

 **2. New Course Proposals effective fall 2012 *(G. Elliott)***

 **a. Criminology 13 The Constitution and Your Individual Rights 3 units, 3 lecture hours,**

 **1) Prerequisite, Corequisite, Advisories**

 **Criminology 13**

Advisories:Eligibility for English 125 or 126.

 **b. Criminology 23 Correctional Interviewing and Counseling 3 units, 3 lecture hours, grading scale only. Advisories: Eligibility for English 125 or 126.**

 **1) Prerequisite, Corequisite, Advisories**

 **Criminology 23**

Advisories: Eligibility for English 125 or 126.

 **c. Criminology 24 Control and Supervision in Corrections 3 units, 3 lecture hours, grading scale only.**

New courses are being added which are common with FCC.

 Committee suggested expanding advisory justification for these courses. Outcomes and objective seem similar.

 Criminology 24 will have an advisory of English 125 and 126.

 **3. Program Modifications effective fall 2012**

 **a. Criminology – Corrections Associate in Science Degree**

Add new courses

 **b. Criminology – Corrections Certificate of Achievement**

Add new courses

 **c. Criminology – Law Enforcement Associate in Science Degree**

Add new courses

 **d. Criminology – Law Enforcement Certificate of Achievement**

Add new courses

The program modifications will be brought back in spring 2012 when additional courses come to the committee which will be part of the programs.

 **4. RC General Education Area B2 Modifications effective fall 2012 *(G. Elliott)***

**Add Criminology 1, 3, 4, 6, 7, 8, 20, 23, 24**

The committee needs to review the definition for Area B2 and review the courses already in the area.

 **5. Distance Education Proposals effective fall 2012 *(G. Elliott)***

**a. Two-way interactive mode of delivery**

 **1) Criminology 8, 13, 20, 23, 24**

The north centers offer all of their courses in this format between Madera, Willow and Oakhurst.

Approved distance education proposals for Criminology 8, 13, 20, 23, and 24.

 **D. MATH & TECHNOLOGY DEPARTMENT**

 **1. Course Modification effective fall 2012 *(C. Perez)***

**Mathematics 5A Math Analysis I5 units, 5 lecture hours, pass/no pass option. Prerequisites: Mathematics 4B, 4C, or equivalent. Advisories: Eligibility for English 125 and 126.**

Revised student learning outcomes and textbooks.

 Modification is a result of program review.

 **2. Mathematics 101 Elementary Algebra 5 units, 5 lecture hours, pass/no pass option. Prerequisites: Mathematics 250 or equivalent. Advisories: Mathematics 256 and eligibility for English 126.**

 Revise course number

 This course is being changed to a basic skills course and the number is changing to 201.

 Lore Dobusch said that Financial Aid could be lost.

 Conrad Perez talked with Chris Cortez who said the effect would be minimal. Students are allowed 30 units on top of 90 units. Financial Aid pays for only one more attempt if a student earns a “D” grade.

 **E. INDUSTRIAL TECHNOLOGY DEPARTMENT**

 **1. Course Deletions effective spring 2012**

 **a. Manufacturing Technology 300A Basic Manufacturing Skills/Math Emphasis**

Course does not have state approval.

 **b. Manufacturing 300B Basic Manufacturing Skills/ Communication Emphasis**

Course does not have state approval.

 Approve course deletions for Manufacturing 300A and 300B.

 **2. New Course Proposals effective spring 2012 *(D. Tikkanen)***

 **a. Manufacturing Technology 92 Motor Controls 2, 2 units, 1.5 lecture hours, 1.5 lab hours, pass/no pass option. Prerequisites: Manufacturing 91.**

 **b. Manufacturing Technology 93 Programmable Logic Controllers (PLC's) 2 units, 1.5 lecture hours, 1.5 lab hours, pass/no pass option. Prerequisites: Manufacturing Technology 92.**

 **3. Program Modifications effective spring 2012 *(D. Tikkanen)***

 **a. Machine Tool Technology Associate in Science Degree**

Add Manufacturing Technology 93

 **b. Agriculture Business, Option A Associate in Science Degree**

Add Manufacturing Technology 92

 **F. BUSINESS DEPARTMENT**

 **1. New Program Proposal effective spring 2012**

 **Information Technology Support Technician Certificate of Achievement**

 The courses were approved spring 2011 for this certificate. The north centers are offering the courses and would like to have the certificate available for them at the end of spring.

**8. ADJOURNMENT**

Meeting adjourned at 6:30 p.m.