**Minutes**

**Present**

Franchesca Amezola, Ashley Calhoun, Michael Cole, Lore Dobusch, Cynthia Elliott, Toni Ensz, John Fitzer, Angelica Flores (ASG), Kate Fourchy, Nancy Frampton, Pam Gilmore, Doug Gong, Kent Kinney, Nancy Marsh, David Richey, Melanie Sanwo, Michael van Wyhe, Sheryl Young-Manning

**Absent**

David Clark, Richardson Fleuridor, Kelly Fowler

**Visitors**

Jason Asman, George Cartwright, John Cusaac, Claudia Habib, Kristine Hodges, David Lopes, Garrett Masterson, Brent Nabors, Steve Norton, Sallie Turpen, Barry Warmerdam, Keith Zielke

1. **CALL TO ORDER**

Meeting called to order at 3:15 p.m.

**2. ROLL**

Roll sheet was circulated.

**3. APPROVAL OF THE MINUTES OF April 11, 2013**

Minutes approved as submitted.

**4. INTRODUCTION OF VISITORS**

**5. CONSENT AGENDA**

**PROGRAM MODIFICATIONS**

***Programs updated for course deletions, number changes, unit changes which have been approved by the committee***

Accounting Associate in Science Degree

Accounting Associate in Certificate of Achievement

Business Administration, Accounting option

Business Administration, Entrepreneurship option

Business Administration, General Business option

Business Administration, Marketing option

Business Administration AS-T

Certificate in Business Intern

Certificate in Entry Level Management

Certificate in Hospitality Management

General Business, Hospitality option Associate in Science Degree

General Business, Marketing option Associate in Science Degree

General Business, Retailing option Associate in Science Degree

Hospitality Management Certificate of Achievement

Management Associate in Science Degree

Forest Surveying Technology Certificate of Achievement

Forestry/Natural Resources Associate in Science Degree

Natural Resources Training and Applied Work Experience Certificate of Achievement

Approved Consent Agenda items.

**6. OLD BUSINESS**

**A. FINE ARTS & SOCIAL SCIENCE DEPARTMENT**

**Program Review**

1. **Course Modifications**
2. **Art 5 Art History 1**
3. **Art 6 Art History 2**
4. **Art 6H Honors Art History 2**
5. **Art 7 Beginning Drawing**
6. **Art 9 Beginning Painting: Oil and Acrylic**
7. **Art 9X Beginning Painting: Oil and Acrylic**
8. **Art 10 Beginning Ceramics**
9. **Art 17 Intermediate Drawing**
10. **Art 19 Intermediate Painting: Oil/Acrylic**
11. **Art 19X Intermediate Painting: Oil/Acrylic**
12. **Art 20 Intermediate Ceramics**
13. **Art 23 Intermediate Watercolor Painting**

**2. New Course Proposals effective fall 2013**

1. **Art 4 Three-Dimensional Design**
2. **Art 36A Intermediate Wheel Throwing**
3. **Art 38A Intermediate Hand-Building**

Cynthia Elliott sent suggested changes for the art courses to Garrett Masterson today.

1. **SCIENCE DEPARTMENT**
2. **Course Modifications**
3. **Geography 10 Introduction to GIS**

Approved Geography 10 modifications.

Approved Geography 10 advisories.

1. **Geology 9 Introduction to Earth Science**

Approved Geology 9 modifications with addition of sample grading scale.

1. **HEALTH SCIENCES DEPARTMENT**

**1. Course Modification effective fall 13**

**Child Development 38 Lifespan Development**

Approved Child Development 38 modifications.

1. **Course Modifications effective fall 2013**
2. **Health Science 2 First Aid and Safety**
3. **Physical Education 30B Competitive Baseball**
4. **Physical Education 31B Competitive Basketball**
5. **Physical Education 33B Competitive Football**
6. **Physical Education 34B Competitive Golf**
7. **Physical education 35B Pep Squad**
8. **Physical Education 37B Competitive Softball**
9. **Physical Education 38B Competitive Tennis**
10. **Physical Education 39B Competitive Track and Field**
11. **Physical Education 40B Competitive Volleyball**

Approved course modifications for Health Science 2, Physical Education 30B, 31B, 33B, 34B, 35B, 37B, 38B, 39B, and 40B.

**3. New Course Proposals**

1. **Physical Education 11 Seasonal Sports**
2. **Physical Education 45 Performance Training and Conditioning Techniques for Intercollegiate Athletics**
3. **Physical Education 71 Soccer**

Course outlines are not complete. Nancy Marsh will let Brian Fonseca know what is needed.

Physical Education 45 will be effective summer 2013.

**D. BUSINESS DEPARTMENT**

**Program Review**

1. **Course Modification effective fall 2013**
2. **Information Systems 1 Personal Computer Basics**
3. **Information Systems 2 Word Processing - A Brief Course**
4. **Information Systems 3 Spreadsheets - A Brief Course**
5. **Information Systems 4 The Internet - A Brief Course**
6. **Information Systems 6 PowerPoint - A Brief Course**

These courses are being changed to degree-applicable, non-transferable courses (100 level).

John Cusaac will discuss leaving English 126 as the advisory for these courses or changing to non-degree applicable, non- transferable level courses (200 level).

1. **Information Systems 12 Computer Literacy**

Approved Information Systems 12 modifications.

1. **Information Systems 26B Advanced Database Concepts and Design**

Approved Information Systems 26B modifications.

**7. NEW BUSINESS**

**A. COURSE/PROGRAM DELETIONS EFFECTIVE FALL 2013**

**1. Course Deletions**

**a. Animal Science 144 Trail Packing**

**b. Business Administration 12 Introduction to Hospitality**

**c. Business Administration 101 Business Basics**

**d. English 48 American Literature**

Approved course deletions for Animal Science 144, Business Administration 12, Business Administration 101, and English 48.

**2. Program Deletion**

**a. Business Administration, Logistics/Distribution Option Associate in Science Degree**

**b. Business Administration, Real Estate Option Associate in Science Degree**

Courses for these two majors have already been deleted.

Approved program deletions.

**B. ONLINE DISTANCE EDUCATION PROPOSALS EFFECTIVE FALL 2013**

1. **English 43A American Literature: Origins through Reconstruction (1877)**
2. **English 43B American Literature: 1877 to present**

Approved 0-99% online mode of delivery for English 43A and 43B

**C. AGRICULTURE & TECHNOLOGY DEPARTMENT**

**1. New Course Proposal**

**Agriculture 9 Introduction to Agriculture Business**

This course is a Stand Alone Course.

Course is being developed for Reedley Middle College High School.

Kent Kinney will give the committee’s comments to Dustin Sperling.

**2. Course Modifications**

**a. Animal Science 24 Equitation**

**b. Animal Science 40**

Repeatability due to courses being competition courses is being added.

Animal Science 24 is being proposed to fulfill the Physical Education Requirement for graduation. Other colleges include equitation as a physical education requirement.

**D. FINE ARTS AND SOCIAL SCIENCE DEPARTMENT**

1. **New Course Proposal**

**Art 3 Two-Dimensional Design**

Course is being modified for C-ID and program review.

1. **Program Modifications, add new courses**

**a. Art – Two-Dimensional Program**

**b. Art – Three-Dimensional Program**

Programs are being modified to include Art 3 and 4.

1. **New Program Proposal**

**Associate in Arts Degree in Sociology for Transfer**

Program was created at the request of the counseling department.

The committee would like to see someone from the department. Cynthia Elliott will talk to Robin Huigen about attending next meeting.

1. **Course Modification**

**Philosophy 6 Introduction to Logic**

Modification due to program review and C-ID.

**E. COMPOSITION, LITERATURE & COMMUNICATION DEPARTMENT**

1. **Course Modifications**
2. **Communication 8 Group Communication**
3. **Communication 12 Fundamentals of Interpretation**

No one from the department was at the meeting who could discuss the changes. Courses are being modified for C-ID.

Communication 8 – writing assignment – more than one analysis paper?

Communication 12 – catalog description need to be written in either all fragments or complete sentences.

1. **Course Modifications**
2. **English 2 Critical Reading and Writing through Literature**
3. **English 2H Honors Critical Reading and Writing through Literature**
4. **English 3 Critical Reading and Writing**
5. **English 3H Honors Critical Reading and Writing**

Add prerequisite justifications.

**3. Program Modification, deleted English 48**

**a. English Associate in Arts Degree**

**b. Liberal Arts & Sciences, Arts and Humanities**

Approved program modifications.

**F. BUSINESS DEPARTMENT**

**Program Review – item 1**

**1. Program Modification effective fall 2013**

**Help Desk Certificate of Achievement (Major #R.693E.CA)**

Approved program title modification Information Technician Support.

**2. Course Modifications effective fall 2013**

**a. Business Administration 18 Business and the Legal Environment**

**b. Economics 1A Principles of Macroeconomics**

**c. Economics 1B Principles of Microeconomics**

Modifications for C-ID.

Outcomes should be parallel.

**G. INDUSTRIAL TECHNOLOGY DEPARTMENT**

**1. New Course Proposals effective fall 2013**

1. **Aviation Maintenance Technology 11 Aviation Maintenance Technology 11**
2. **Aviation Maintenance Technology 12 Aviation Maintenance Technology 12**
3. **Aviation Maintenance Technology 13 Aviation Maintenance Technology 13**
4. **Aviation Maintenance Technology 21 Aviation Maintenance Technology 21**
5. **Aviation Maintenance Technology 22 Aviation Maintenance Technology 22**
6. **Aviation Maintenance Technology 23 Aviation Maintenance Technology 23**
7. **Aviation Maintenance Technology 31 Aviation Maintenance Technology 31**
8. **Aviation Maintenance Technology 32 Aviation Maintenance Technology 32**
9. **Aviation Maintenance Technology 33 Aviation Maintenance Technology 33**
10. **Aviation Maintenance Technology 41 Aviation Maintenance Technology 41**
11. **Aviation Maintenance Technology 42 Aviation Maintenance Technology 42**
12. **Aviation Maintenance Technology 43 Aviation Maintenance Technology 43**

Jason Asman introduced the course modifications for Aviatoin Maintenance Technology 11, 12, 13, and 14.

Modifications are being done at the request of the administration. Courses are being restructured for the three full-time faculty to be able to teach, and to help students be more successful in the program.

Currently two courses are offered each semester with the need for an adjunct instructor. Qualified adjunct instructors are difficult to find who are available at the times needed. Students can enter any of the courses and if they miss taking Aviation Maintenance Technology 1 they miss the building blocks of the program and many are not successful.

The change would allow for students to enter any of the courses which have been written to include the basic building blocks. Remediation would be easier for students who need it with the restructuring of the courses.

Claudia Habib explained that the FAA requires a minimum of 1900 hours of instruction. Jason said the units have increased and the total hours of the program will be increased from 2000 hours.

The FAA approves Reedley College’s Aviation Maintenance Program. Changes will have to be submitted to the FAA.

Students successfully completing the program may take the oral and practical exams. Keith Zielke is approved by the FAA to administer the exams. Students who pass the exams leave with their certificate at the end of testing.

Justification for Limitation on Enrollment should be completed for the lab course.

Pam Gilmore explained to the committee that the AMT faculty had not been aware of the changes since they had been made the night before.

Jason Asman explained that the changes had been made the night before but the AMT faculty did review them before the meeting.

Michael van Wyhe said if the faculty haven’t had a chance to fully review the curriculum changes and we don’t know if thy support the changes the committee should not be considering these proposals.

It was approved to pull the Aviation Maintenance Technology courses/programs from the agenda.

**2. New Program Proposals effective fall 2015**

* 1. **Aviation Maintenance Technology Associate in Science Degree**
  2. **Aviation Maintenance Technology Certificate of Achievement**

Lore Dobusch was concerned about the increase in units for the program. Cost for the program would increase from $3220 to $5000 and Financial Aid would not cover the increase.

**H. MATHEMATICS & TECHNOLOGY DEPARTMENT**

1. **Course Modifications**
2. **Mathematics 6 Math Analysis III**
3. **Mathematics 7 Differential Equations and Linear Algebra**

Modifications due to C-ID for Mathematics 6.

Mathematics 7 title is changing.

1. **New Course Proposal**

**Mathematics 17 Differential Equations and Linear Algebra**

This course is being created for the Mathematics AA-T.

1. **Program Modifications**
2. **Mathematics Associate in Arts Degree**
3. **Mathematics AS-T**

Program changes due to Math course changes and addition of new course.

**8. 2+2 Articulation**

**Criminology 8 Criminal Investigations, 3 units**

**4231R – Sanger High School, Crime Scene Investigation**

George Cartwright explained he was there to support this 2 + 2 proposal:

* important to articulate courses
* articulating courses such as CRIM 1 and 8 gives students 6 units which creates a pathway
* students are more focused
* students understand units are not counted for major
* students have to take more units here toward their major, we have 13 courses and students would have to take 10 courses
* students are exposed to what criminology has to offer
* he works closely with ROP
* students still have to take 12 units before earning credit for these courses

Lore Dobusch said these courses are in degree audit and do count towards the major

**9. OTHER**

**Elementary Teacher Education AA-T**

Lore Dobusch explained that each institution specifies what is wanted in the major and that List C allows students to be counseled into appropriate course for their transfer institution

Michael van Wyhe is asking the committee to reconsider. It is important for degrees to be similar. Linguistics is required for CSUF where most of our students transfer. Linguistics 11 would not harm students transferring to a different institution.

The Child Development faculty created the degree.

Lore Dobusch said that the major sheets could be changed to add a statement for CSUF students to take Linguistics 11,

IS 15, Math 10B.

Nancy Marsh said Linguistics 11 would be beneficial for our students.

Lore Dobusch said our students don’t need the AA-T to get priority registration at CSUF since we already have a local area priority registration agreement with CSUF. Transfer degrees are not supposed to be written for regional transfer but for the entire state.

Linguistics faculty and Child Development faculty needs to discuss this issue.

10. ADJOURNMENT

Meeting adjourned at 5:20 p.m.