

Solano Community College

Academic Senate CURRICULUM COMMITTEE

MINUTES

Tuesday, November 28, 2006
2:00 p.m., Board Room

ROLL CALL

Present: Erin Farmer, Chair; Mark Berrett, Sabina Bolz, Glenn Burgess (for Maire Morinec); Marjorie Carson, Quentin Carter, Don Hoggan (for Ann Willer); Bob Johnson, Don Johnson, Carol Lilleberg, Brad Paschal; Kathy Rosengren, Judy Spencer, Scott Stover, and Donna Vessels

Excused: Ignacio Burgos, Maire Morinec, and Ann Willer

Guests: Anne Bevilacqua, James DeKloe, Mary Ann Haley, Tonmar Johnson; Cheryl McDonald, Renee Moore, Sarah Nordin, Roy Pike, David Redfield, and Leslie Rota

APPROVAL OF AGENDA

All matters listed under the Consent Items are considered routine and will be enacted by the approval of the agenda unless removed from the Consent Items by a Committee member.

CONSENT ITEMS – (none)

It was moved by Quentin Carter and seconded by Brad Paschal to approve the agenda as presented. Certain items were taken out of order due to time constraints of authors to the agreement of the committee.

The motion carried unanimously.

APPROVAL OF MINUTES

It was moved by Quentin Carter and seconded by Brad Paschal to approve the minutes from the meeting held October 24, 2006, as presented. The minutes from the meeting held November 14, 2006, will be approved at a future meeting.

The motion carried unanimously.

NEW COURSES

- a. (CP-06-243) BIOTCH 160 – Basic Concepts/Methods in Biotechnology
 - 1) Action on prerequisites/advisories: Prerequisites = MATH 104 or MATH 114; Advisories = SCC minimum English and math standards.
 - 2) Action on course.

It was moved by Brad Paschal and seconded by Scott Stover to approve action on the prerequisites/advisories as presented.

The motion carried unanimously.

It was moved by Brad paschal and seconded by Quentin Carter to approve action on the course.

It was noted that division faculty in Biotech recommended approval of the proposal, but that Biology and chemistry faculty did not sign off on the course, e.g., instructors whose courses could be affected did not approve the recommendation. In 9b. Other Catalog information: Not open to students who have completed CHEM 1, CHEM 10, BIOSC 2, BIOSC 14, or equivalent. Brad Paschal indicated that this will have a minimal effect in Chemistry and other sciences because these students already have baccalaureate degrees and are not interested in transferring or obtaining an Associate of Arts Degree. This course was not designed for students intending to transfer. It was noted further that faculty members in Science were approached and indicated they were not concerned.

The following statement was added to 9b. Other Catalog Information: ***This course is not designed for students intending to transfer.***

The following change was made in 11. Methods of Evaluating Student Achievement: Lecture quizzes and essay exams, lab practica, ~~written assignments~~, ***oral presentations***, lab write-ups and laboratory notebooks.

Minor typographical errors will be corrected in the Curriculum Office.

The motion carried unanimously with the noted changes.

b. (CP-06-248) GEOG 1L – Physical Geography Laboratory

- 1) Action on prerequisites/advisories: Prerequisites = GEOG 1 (may be taken concurrently); Advisories = SCC minimum English and math standards.
- 2) Action on course.

It was moved by Carol Lilleberg and seconded by Brad Paschal to approve the prerequisites/advisories as presented.

The motion carried unanimously.

It was moved by Kathy Rosengren and seconded by Quentin Carter to approve action on the course.

The following change was made to 9b. Other Catalog Information: ***One or more field trips are required and may occur outside of class time.***

The following change was made to 12.b. Required Writing Assignments: 2-3 page field trip reports, ***workbook assignments***, and written laboratory assignments are required for most laboratory exercises.

The motion carried unanimously with the noted changes.

c. (CP-06-247) GEOG 10- Introduction to Geographic Information Systems (same as GEOL 10)

- 1) Action on advisories: SCC minimum English and math standards; basic computer literacy is desirable.
- 2) Action on online & hybrid method of instruction.
- 3) Action on course.

It was moved by Quentin Carter and seconded by Carol Lilleberg to approve action on the advisories as presented.

The following change was made to 9b. Other Catalog Information: Same as GEOL 10. ***Not open to students who have completed GEOL 10.***

The motion carried unanimously with the noted change.

It was moved by Kathy Rosengren and seconded by Quentin Carter to approve online and hybrid method of instruction as presented.

There was agreement to add more specific language under **How will you measure the contact?** that shows a greater degree of quantitative information. Chair Farmer will provide sample language to the Divisions. There was discussion that possibly the instructions are not sufficient to avoid the observed pitfalls. There was agreement that this is still new to the divisions and is not a substantial change. Chair Farmer will send the requested information to Donna Vessels for inclusion in the documentation of instructor contact for this course.

The motion carried unanimously with the noted change.

It was moved by Carol Lilleberg and seconded by Quentin Carter to approve action on the course.

The motion carried unanimously.

d. (CP-06-245) SOCIO 21-Sociology of Sport

- 1) Action on advisories: Eligibility for ENGL 1; SCC minimum math standard.
- 2) Action on course.

It was moved by Carol Lilleberg and seconded by Sabine Bolz to approve action on the advisories as presented.

Course Author Tonmar Johnson explained why there are no prerequisites for this entry level course.

There was agreement to add **SOCIO 1** as a Course Advisory in 7c.

The motion carried unanimously with the noted change.

It was moved by Carol Lilleberg and seconded by Sabine Bolz to approve action on the course.

After discussion, there was agreement to change the course title from ~~Sociology of Sport~~ to **Introduction to Sociology of Sport**.

The following change was made to 11. Methods of Evaluating Student Achievement: 2. ~~Papers~~; critical writing based on lectures and required readings; original analysis of materials presented in class.

The recommendation was made to add more course content outline detail. The author anticipated this recommendation and distributed a more detailed course content outline, which is attached to these minutes.

The motion carried unanimously with the noted changes.

COURSE MODIFICATIONS

- a. (CP-06-242) BIOSC 5-Introductory Physiology – Change the prerequisites and course advisory.
 - 1) Action on prerequisites/advisories: Prerequisites = A grade of C or better in BIOSC 6 and CHEM 1 or CHEM 10; Advisories = SCC minimum English and math standards.
 - 2) Action on course.
- b. (CP-06-241) BIOSC 6-Human Anatomy – Change the course advisory.
 - 1) Action on advisories: SCC minimum English and math standards, BIOSC 16.
 - 2) Action on course.

It was moved by Brad Paschal and seconded by Quentin Carter to approve action on the prerequisites/advisories as presented.

It was noted in the rationale for each change in BIOSC 5 that the following statement was not validated in the materials submitted: **Students that take BIOSC 6 (Human Anatomy) prior to BIOSC 5 (Human Physiology) are more likely to pass BIOSC 5.** A subsequent e-mail from Rob Simas dated November 6, 2006, was distributed relative to an investigation of the levels of student success in BIOSC 5 and BIOSC 6, together with an analysis of students taking these courses. A copy is attached to these minutes. Approval of making BIOSC 6 a prerequisite for BIOSC 5 was urged and recommended based on the data evaluated.

The motion carried unanimously.

It was moved by Kathy Rosengren and seconded by Brad Paschal to approve action on the courses.

The following change was made to 10. Student Performance Objectives, a. ~~Understand~~ **Describe** normal human physiological processes and relate these to dysfunctional states in BIOSC 5.

The motion carried unanimously with the noted change.

- c. (CP-06-240) BIOTCH 51-Principles of Biotechnology – Change the prerequisites (contingent upon approval of 5a above) and textbooks.
 - 1) Action on prerequisites/advisories: Prerequisites = BIOSC 14 or BIOSC 2 or BIOTCH 160; Advisories = SCC minimum English and math standards.
 - 2) Action on course.
- d. (CP-06-239) BIOTCH 62-Cell Culture and Protein Recovery – Change the prerequisites (contingent upon approval of 5a above).
 - 1) Action on prerequisites/advisories: Prerequisites = BIOSC 14 or BIOSC 2 or BIOTCH 160; Advisories = Eligibility for ENGL 1.
 - 2) Action on course.
- e. (CP-06-238) BIOTCH 63-Biotechnology Instrumentation: Quality Control & Genetic Engineering– Change the prerequisites (contingent upon approval of 5a above).
 - 1) Action on prerequisites/advisories: Prerequisites = BIOSC 14 or BIOSC 2 or BIOTCH 160; Advisories = Eligibility for ENGL 1.

- 2) Action on course.

It was moved by Bob Johnson and seconded by Quentin Carter to approve the prerequisites/advisories as presented.

The motion carried unanimously.

It was moved by Brad paschal and seconded by Carol Lilleberg to approve action on the courses.

The motion carried unanimously.

- f. (CP-06-249) EMT 212-Emergency Medical Technician (Basic) – Change the prerequisites, course advisory and other catalog information.
 - 1) Action on prerequisites/advisories: Prerequisites = none; Advisories = SCC minimum English and Math Standards; Must be eighteen (18) years of age or older for certification (Title 22, Division 9, Chapter 2, California Code of Regulations. Students must present current BLS/CPR for Healthcare Providers card at the first class meeting to remain enrolled.
 - 2) Action on course.

It was moved by Kathy Rosengren and seconded by Carol Lilleberg to approve action on the prerequisites/advisories as presented.

The motion carried unanimously.

It was moved by Quentin Carter and seconded by Sabine Bolz to approve action on the course.

The motion carried unanimously.

- g. (CP-06-246) GEOL 10-Introduction to Geographic Information Systems– Change the method of instruction, other catalog information and textbooks.
 - 1) Action on online and hybrid (methods of instruction)
 - 2) Action on course.

It was moved by Quentin Carter and seconded by Sabine Bolz to approve action for online and hybrid.

The motion carried unanimously.

It was moved by Brad Paschal and seconded by Scott Stover to approve action on the course.

The following change was made to 9b. Other Catalog Information: ***Same as GEOG 10. Not open to students who have completed GEOG 10.***

There was agreement to add more specific language under **How will you measure the contact?** that shows a greater degree of quantitative information. Chair Farmer will send the requested information to Donna Vessels for inclusion in the documentation of instructor contact for this course.

The motion carried unanimously with the noted changes.

- h. (CP-06-251) OT 59-Medical Keyboarding and Computer Applications– Change the prerequisites.
 - 1) Action on prerequisites/advisories: Prerequisites = Completion of all modules of OT 54 with a grade of 'C' or 'CR' or better or passing the OT 59 placement test; and Nursing 111 (or concurrent enrollment); Advisories = SCC minimum English standard.
 - 2) Action on course.
- i. (CP-06-252) OT 63-Introduction to ICD-9-CM Coding– Change the prerequisites.
 - 1) Action on prerequisites/advisories: Prerequisites = OT 101, Nursing 111; Advisories = SCC minimum English standard.
 - 2) Action on course.

It was moved by Bob Johnson and seconded by Kathy Rosengren to approve the prerequisites/advisories as presented.

The motion carried unanimously.

It was moved by Quentin Carter and seconded by Bob Johnson to approve action on the courses.

The motion carried unanimously.

PROGRAM MAJOR NEW—CERTIFICATE ONLY

- a. (CP-06-244) VOCATIONAL BIOTECHNOLOGY— Certificate Only; 18 units for the certificate:

BIOTCH 51	3 units
BIOTCH 50	3 units
BIOTCH 62	4 units
BIOTCH 63	4 units
BIOTCH 160	<u>4</u> units
	18

It was moved by Bob Johnson and seconded by Brad Paschal to approve the program major new certificate as presented.

The name of the proposed new certificate was changed from ~~Vocational~~ Biotechnology to **Applied** Biotechnology.

~~BIOTCH 50~~ was changed to **BIOTCH 52**.

The motion carried unanimously with the noted changes.

PROGRAM MAJOR MODIFICATIONS

- a. (CP-06-250) Biotechnology Production Technician – Change the title.

It was moved by Kathy Rosengren and seconded by Brad Paschal to approve the program major modifications as presented.

The motion carried unanimously.

CAREER TECHNICAL EDUCATION DIVISION CURRICULUM REVIEW (FINAL)

Program Major Modifications

- a. (CP-06-175) Criminal Justice: Computer Forensics – CIS 172, 173, 174 are the “same as” courses for ECTRN 172, 173, 174. The CIS courses were added to the required courses list. No change to total unit value.

It was moved by Bob Johnson and seconded by Mark Berrett to approve the program major modifications as presented.

Courses not modified were incorrectly reported as follows:

From _____
To _____
CRIMJ 1 – **Should be CRIMJ 51**
CRIMJ 51 – **Should be CRIMJ 53**

CRIMJ 1 – **Should be CRIMJ 51**
CRIMJ 51 – **Should be CRIMJ 53**

The motion carried unanimously.

Course Modifications

Before deliberating on each course modification, and after discussion, it was agreed that all COSME courses would reflect the following change, **excluding COSME 110 and 116**: Course Format and Duration, 5b. Weekly Hours: **will not be changed**. The committee felt it was too confusing to include both Activities and Lab.

- b. (CP-06-207) COSME 100 – Cosmetology I – Change weekly hours, method of instruction, other catalog information and textbooks.
c. (CP-06-208) COSME 101 – Cosmetology II – Change weekly hours, method of instruction, other catalog information, other assignments and textbooks.
1) Action on revalidation: COSME 100 or 150 & 151.
2) Action on course.

- d. (CP-06-209) COSME 102 – Cosmetology III – Change weekly hours, method of instruction, other catalog information and textbooks.
 - 1) Action on revalidation: COSME 101.
 - 2) Action on course.
- e. (CP-06-220) COSME 103 – Cosmetology IV – Change method of instruction, other catalog information and textbooks.
 - 1) Action on revalidation/advisory: Prerequisite = COSME 100; Advisory = SCC minimum English standard.
 - 2) Action on course.

It was moved by Bob Johnson and seconded by Quentin Carter to approve action on the revalidation/advisory as presented.

The motion carried unanimously.

It was moved by Mark Berrett and seconded by Bob Johnson to approve action on the courses with the noted change.

The motion carried unanimously.

- f. (CP-06-210) COSME 104A – Esthetics of Skin Care I – Change weekly hours, method of instruction, other catalog information and textbooks.
 - 1) Action on revalidation/advisories: Prerequisites = Tenth grade completion or equivalent; and 18 years of age as required by State Board of Barbering & Cosmetology. Advisories = SCC minimum English standard.
 - 2) Action on course.
- g. (CP-06-128) COSME 104B – Esthetics of Skin Care II – Change method of instruction, other catalog information and textbooks.
 - 1) Action on revalidation: COSME 104A.
 - 2) Action on course.

It was moved by Brad Paschal and seconded by Bob Johnson to approve action on the revalidation/advisories as presented.

The motion carried unanimously.

It was moved by Quentin Carter and seconded by Kathy Rosengren to approve action on the courses.

The motion carried unanimously.

- h. (CP-06-253) COSME 110 – Introduction to Cosmetology – Change units, course length, weekly hours, method of instruction, other catalog information and textbooks.
- i. (CP-06-232) COSME 111 – Special Hair Processes – Change weekly hours, method of instruction, other catalog information and textbooks.
 - 1) Action on revalidation/advisories: Prerequisites = Current California State Cosmetology License or COSME 100 (COSME 100 may be taken concurrently). Advisories = SCC minimum English standard.
 - 2) Action on course.
- j. (CP-06-231) COSME 112 – Basic Hairstyling – Change weekly hours, method of instruction and other catalog information.
 - 1) Action on revalidation/advisories: Prerequisites = Current California State Cosmetology License, or completion of COSME 100. Advisories = Eligibility for ENGL 1.
 - 2) Action on course.
- k. (CP-06-230) COSME 113 – Advanced Hairstyling – Change weekly hours, method of instruction, other catalog information and textbooks.
 - 1) Action on revalidation/advisory: Prerequisites = Current California State Cosmetology License; Advisory = SCC minimum English standard.
 - 2) Action on course.
- l. (CP-06-228) COSME 114 – Brush-up and/or Supplemental Training – Change weekly hours, method of instruction, other catalog information and textbooks.
 - 1) Action on revalidation/advisory: Prerequisites = Completion of Cosmetology 102 or its equivalent or current license number or expired California State license number, or a letter from the California State Board of Cosmetology identifying specific requirements of training for cosmetology licensure; Advisory = SCC minimum English standard.
 - 2) Action on course.

- k. (CP-06-229) COSME 115 – Cosmetology Instructor Training I – Change weekly hours, method of instruction, other catalog information and textbooks.
 - 1) Action on revalidation/advisories: Prerequisites = Current California Cosmetologist's license and completion of COSME 102 or 114; Advisories = SCC minimum English standard.
 - 2) Action on course
- l. (CP-06-254) COSME 116 – Cosmetology Instructor Training II – Change weekly hours, method of instruction, other catalog information and textbooks.
 - 1) Action on revalidation/advisories: Prerequisites = COSME 115; Advisories = SCC minimum English standard.
 - 2) Action on course
- m. (CP-06-227) COSME 117 – Special Manicurist– Change of weekly hours, method of instruction, other catalog information and textbooks.

It was moved by Kathy Rosengren and seconded by Quentin Carter to approve the revalidation/advisories as presented.

The motion carried unanimously.

It was moved by Bob Johnson and seconded by Kathy Rosengren to approve action on the courses.

It was recommended that 9a. Catalog Description be changed for COSME 110, 111, and 112 because of existing incomplete sentences. Chair Farmer agreed to develop language suitable for these courses and will make contact with the Curriculum Office regarding those changes.

The motion carried unanimously with the noted changes.

- n. (CP-06-226) COSME 118A – Imaging Systems I – Change weekly hours, method of instruction, other catalog information and writing assignments.
 - 1) Action on revalidation: Successful completion of COSME 100 or currently licensed with the California Board of Barbering and Cosmetology.
 - 2) Action on course
- o. (CP-06-225) COSME 118B – Imaging Systems II – Change weekly hours, method of instruction, other catalog information and writing assignments.
 - 1) Action on revalidation: COSME 118A.
 - 2) Action on course.

It was moved by Carol Lilleberg and seconded by Quentin Carter to approve the revalidations as presented.

The motion carried unanimously.

It was moved by Bob Johnson and seconded by Kathy Rosengren to approve action on the courses.

The following change was made in 14b. Example texts, reading and resources: Author unknown. *New Image Professional Reference ~~Textbook and Manual~~*. Publisher unknown **New Image**.

The motion carried unanimously with the noted changes.

- p. (CP-06-224) COSME 150 – Basic Concepts in Cosmetology – Change weekly hours, method of instruction, other catalog information and textbooks.
 - 1) Action on revalidation/advisory: Prerequisite = Completion of the tenth grade or equivalent as required by state law. Advisory = SCC minimum English standard.
 - 2) Action on course
- q. (CP-06-223) COSME 151 – Basic Concepts in Cosmetology – Change weekly hours, method of instruction, other catalog information and textbooks.
 - 1) Action on revalidation/advisory: Prerequisite = COSME 150. Advisory = SCC minimum English standard.
 - 2) Action on course.
- r. (CP-06-222) COSME 171 – Manicure Practices – Change weekly hours, method of instruction, other catalog information and textbooks.
- s. (CP-06-221) COSME 172 – Pedicure Practices – Change weekly hours, method of instruction, other catalog information and textbooks.
- t. (CP-06-235) COSME 173 – Artificial Nails – Change weekly hours, method of instruction, other catalog information and textbooks.

- u. (CP-06-234) COSME 174 – Nail Systems – Change weekly hours, method of instruction, other catalog information and textbooks.
- v. (CP-06-233) COSME 175 – Cosmetology Education Practicum – Change weekly hours, method of instruction, other catalog information and textbooks.
 - 1) Action on revalidation/advisory: Prerequisite = COSME 100 or 101 or 102 or 104A or 104B or 117 or 171 or 172 or 173 or 174; Advisory = SCC minimum English standard.
 - 2) Action on course.

It was moved by Kathy Rosengren and seconded by Scott Stover to approve action on the revalidations/advisories as presented.

The motion carried unanimously.

It was moved by Quentin Carter and seconded by Bob Johnson to approve action on the courses.

The motion carried unanimously.

- w. (CP-06-174) CRIMJ 1 – Introduction to Criminal Justice– Change method of instruction and textbooks.
- x. (CP-06-173) CRIMJ 2 – Concepts of Criminal Law – Change method of instruction, prerequisites, course advisory and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English and math standards; CRIMJ 1.
 - 2) Action on course.

It was moved by Bob Johnson and seconded by Mark Berrett to approve action on the prerequisites/advisories as presented.

There was discussion about the transfer level program and eliminating prerequisites which suggests that the rigor is not there and secondly that these classes will have to be rearticulated with four-year institutions. Sarah Nordin commented that any student who transfers eventually takes CRIMJ 1, but that other students are successful without it. Most students who graduate get their certificate versus a degree. Ms. Nordin stated that this program is mostly vocational for practitioners and not academic, even though it does have academic rigor. Instructors in the division concur with this recommendation.

Dean Bob Johnson offered to investigate and report back to the committee which institutions these courses transfer to. In an early investigation, Dean Johnson stated that Sacramento State and Sonoma State are selective, but the majority of other institutions are not.

The motion carried with one nay vote by Kathy Rosengren.

It was moved by Bob Johnson and seconded by Quentin Carter to approve action on the course.

It was recommended that the standard critical thinking statement be added to the course outline for CRIMJ 1 and CRIMJ 2 and that the language in CRIMJ 2 be eliminated, e.g. ~~The student will comprehend elements of this history, philosophy, and evolution of law as an instrument of social control, be able to perform legal research and brief cases, describe general classifications of law and of specific crimes, and comprehend elements of corpus delicti, crimes, intent, and capacity to commit crimes.~~

It was recommended that 9a. Catalog Description be changed for CRIMJ 1 because of existing incomplete sentences. Sarah Nordin agreed to develop language suitable for this course and will make contact with the Curriculum Office regarding those changes.

The following changes were made In 10. Student Performance Objectives as follows:

CRIMJ 1

- 3. ~~Comprehend~~ **Describe** elements of constitutionally imposed limitations of government power.
- 5. ~~Comprehend~~ **Describe** the scope and social purpose of the criminal justice system.

CRIMJ 2

1. ~~Comprehend~~ **Describe** the elements of history, philosophy, and evolution of law as an instrument of social control.
4. ~~Comprehend~~ **Describe** elements of corpus delicti, crimes, intent, capacity to commit crimes.

The following change was made to 12.b. Required Writing Assignments as follows:

CRIMJ 1

~~None~~ - Add:

1. **Weekly or bi-weekly essay and objective examinations.**
2. **Weekly homework assignments and final examination.**

The motion carried unanimously.

- y. (CP-06-172) CRIMJ 11 – Community Relations – Change prerequisites and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English and math standards.
 - 2) Action on course.
- z. (CP-06-171) CRIMJ 50 – Substantive Law – Change prerequisites, course advisory and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = CRIMJ 2.
 - 2) Action on course.
- aa. (CP-06-170) CRIMJ 51 – Criminal Investigation – Change prerequisites, course advisory and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English and math standards; CRIMJ 1.
 - 2) Action on course.
- bb. (CP-06-169) CRIMJ 52 – Investigative Report Writing – Change prerequisites, course advisory, repeatability and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English and math standards; CRIMJ 1, CRIMJ 2, CRIMJ 51.
 - 2) Action on course.
- cc. (CP-06-168) CRIMJ 53 – Legal Aspects of Evidence – Change prerequisites, course advisory and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English and math standards; CRIMJ 1.
 - 2) Action on course.
- dd. (CP-06-167) CRIMJ 54 – Patrol Procedures – Change prerequisites, course advisory and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English and math standards; CRIMJ 1.
 - 2) Action on course.
- ee. (CP-06-176) CRIMJ 55 – Traffic Control – Change prerequisites, course advisory and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English and math standards; CRIMJ 1.
 - 2) Action on course.
- ff. (CP-06-177) CRIMJ 56 – Juvenile Procedures – Change prerequisites, course advisory and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English and math standards; CRIMJ 1.
 - 2) Action on course.
- gg. (CP-06-188) CRIMJ 57 – Criminal Justice Career Development – Change prerequisites, course advisory and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English and math standards; CRIMJ 1.
 - 2) Action on course.
- hh. (CP-06-187) CRIMJ 58 – Fundamentals of Crime and Delinquency– Change prerequisites, course advisory and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English and math standards; CRIMJ 1.
 - 2) Action on course.
- ii. (CP-06-185) CRIMJ 59 – Interviewing and Counseling – Change prerequisites, course advisory and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English and math standards; CRIMJ 1.
 - 2) Action on course.
- jj. (CP-06-186) CRIMJ 60 – Probation and Parole – Change prerequisites, course advisory and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English and math standards; CRIMJ 1, CRIMJ 58.

2) Action on course.

It was moved by Bob Johnson and seconded by Mark Berrett to approve action on the prerequisites/advisories as presented.

The committee agreed to the recommendation that the CRIMJ 1 prerequisite for CRIMJ 11 remain.

The motion carried with one nay vote by Kathy Rosengren with the noted change.

It was moved by Bob Johnson and seconded by Mark Berrett to approve action on the courses.

It was recommended that the standard critical thinking statement be added to the course outline for CRIMJ 11 and that the language in CRIMJ 11 be eliminated, e.g. ~~The student will be exposed to the public vs. community relation's concept with emphasis on the history of U.S. Majority and racial cultural minorities. Human relationships and cultural considerations will be compared as well as current topics from the news and world events. The roles of law enforcement, courts and corrections will be appraised with specific attention to their function in a modern society. Group projects will be assigned and students will contrast and compare subcultures, interpersonal communication skills and cultural media which will be examined with attention to militant and dissident organization, the student subculture, the criminal justice system, and the use of discretionary decision making. Students will review the criminal justice system and its images as practiced by practitioners and the citizen, Narcotic and Drug abuse will be measured with regard to its impact on society as well as it is practitioners.~~

The following change was made to 11. Methods of Evaluating Student Achievement for CRIMJ 50:

3. ~~Final comprehensive examination~~ Case study analysis

The following change was made to 12.b. Required Writing Assignments for CRIMJ 50:

~~None~~ – Add: **1. Case study analysis**

It was recommended that the standard critical thinking statement be added to the course outline for CRIMJ 50 and that the language in CRIMJ 50 be eliminated, e.g. ~~As a result of successful completion of this course, a student will be able to comprehend the elements of statutory law found in various California legal codes, recognize and apply principles of statutory law to situations confronted by a criminal justice practitioner, and develop the ability to read the law and comprehend its application to real-life conditions.~~

It was recommended that the standard critical thinking statement be added to the course outline for CRIMJ 51 and that the language in CRIMJ 51 be eliminated, e.g. ~~As a result of successful completion of this course, a student will be able to recognize and apply principles of investigation, comprehend the elements of crime scene search and recording, describe practical applications of legal requirements underlying the collection and preservation of physical evidence, describe implications of the Miranda decision and its impact on the practice of interviewing and interrogating, and comprehend the elements of case follow-up and criminal case preparation for courtroom presentation.~~

It was recommended that the following change be made to 7c. Course Advisory for CRIMJ 52:

SCC minimum English standard **Eligibility for ENG 1**

It was recommended that the standard critical thinking statement be added to the course outline for CRIMJ 52 and that the language in CRIMJ 52 be eliminated, e.g. ~~As the result of successful completion of this course, a student will be able to: Elicit information from suspects and witnesses to enable the investigator to prepare a complete report, and obtain suitable statements from these persons, comprehend the elements of preliminary investigations and be able to conduct such an investigation, develop the ability to listen constructively to persons who have information useful to the investigation, prepare field notes for a report which are technically and legally sufficient, write an investigative report adequate to the needs of the investigator's organization and to the legal requirements of a court trial.~~

It was agreed that 12.b. Require Writing Assignments (as assigned) should be clarified for CRIMJ 52. Chair Erin Farmer agreed to assume this responsibility and will get the information to the Curriculum Office.

It was recommended to change 11. Methods of Evaluating Student Achievement for CRIMJ 53 as follows:

4. Case studies – Case study analysis

Typographical errors in CRIMJ 53 will be corrected in the Curriculum Office.

The following change was made to 12.b. Required Writing Assignments for CRIMJ 53:

~~None~~ – Add: **1. Case study analysis**

It was recommended that the standard critical thinking statement be added to the course outline for CRIMJ 53 and that the language in CRIMJ 53 be eliminated, e.g. ~~As a result of successful completion of this course, a student will be able to comprehend elements of rules of evidence, recognize and apply principles of rules of evidence to factual situations, identify constitutional issues and problems related to arrests and search and seizure, evaluate the admissibility of various kinds of evidence, and analyze laws and court decisions relating to evidence.~~

It was recommended that the standard critical thinking statement be added to the course outline for CRIMJ 54 and that the language in CRIMJ 54 be eliminated, e.g. ~~The student will identify and apply basic standards and techniques of police patrol, with emphasis on a historical review and modern application, modern styles of policing will be reviewed with specific attention to updated police training, methods and techniques of police patrol.~~

It was recommended that the standard critical thinking statement be added to the course outline for CRIMJ 55 and that the language in CRIMJ 55 be eliminated, e.g. ~~The student will contrast and compare California traffic laws as they apply to traffic enforcement. Students will formulate and review simple traffic accident reports while reviewing the standards for the "Three E's." Students will demonstrate an understanding for the traffic unit organization as well as an understanding of the traffic index.~~

The following change was made to 12.b. Required Writing Assignments for CRIMJ 55:

~~As Assigned~~ – Add: **1. Students will be responsible for term reports, projects and accident scene diagrams and evaluation.**

The following change was made to 12.c. Other for CRIMJ 55:

~~None~~ – Add: **1. Term Project**

It was recommended that the standard critical thinking statement be added to the course outline for CRIMJ 56 and that the language in CRIMJ 56 be eliminated, e.g. ~~The student will analyze laws and procedures pertaining to juveniles; classify and compare the juvenile and adult justice systems; and identify major issues and problems relating to processing juvenile offenders and victims.~~

It was recommended that the standard critical thinking statement be added to the course outline for CRIMJ 57 and that the language in CRIMJ 57 be eliminated, e.g. ~~The student will recognize and classify various career opportunities in criminal justice, analyze selection and promotional processes as utilized in individual career fields, and develop career plans and strategies to achieve career goals.~~

It was recommended that the standard critical thinking statement be added to the course outline for CRIMJ 58 and that the language in CRIMJ 58 be eliminated, e.g. ~~The student will analyze types of human behavior which constitute violations of legal codes; develop an ability to recognize major patterns of unacceptable deviant behavior; and criticize and compare ethical issues involved in dealing with public offenders.~~

It was recommended that the standard critical thinking statement be added to the course outline for CRIMJ 59 and that the language in CRIMJ 59 be eliminated, e.g. ~~The student will analyze theories and methods of communication; through demonstration and participation, develop skills in interviewing and counseling; recognize concepts and themes to serve as a base for further study of interviewing and counseling.~~

It was recommended that the standard critical thinking statement be added to the course outline for CRIMJ 60 and that the language in CRIMJ 60 be eliminated, e.g. ~~The student will analyze efforts made in various societies to transform offenders into responsible members of society; develop an appreciation of the ethical issues involved in dealing with offenders in correctional programs; and analyze solutions to problems concerning individual offenders.~~

It was agreed that 12.b. Required Writing Assignments (as assigned) should be clarified for CRIMJ 60. Chair Erin Farmer agreed to assume this responsibility and will get the information to the Curriculum Office.

The motion carried unanimously.

kk. (CP-06-193) CRIMJ 61 – State and Local Correctional Institutions – Change method of instruction, prerequisites, course advisory, methods of evaluation, other assignments and textbooks.

- 1) Action on prereq/advisory: Prerequisite = none. Advisory = CRIMJ 58.
- 2) Action on online (method of instruction)
- 3) Action on course.

It was moved by Bob Johnson and seconded by Quentin Carter to approve the prerequisite/advisory as presented.

There was agreement to add the **SCC minimum ENG 1** to 7c. Course Advisory.

The motion carried with one nay vote by Kathy Rosengren.

It was moved by Quentin Carter and seconded by Brad Paschal to approve the online method of instruction.

The motion carried unanimously.

It was moved by Bob Johnson and seconded by Mark Berrett to approve action on the course.

It was recommended that the standard critical thinking statement be added to the course outline for CRIMJ 61 and that the language in CRIMJ 61 be eliminated, e.g. ~~The student will analyze methods and solutions to problem solving in leadership roles in correctional institutions; develop a personal philosophy and leadership style; commensurate with current practice; and compare philosophies and leadership styles in diverse institutional settings.~~

There was agreement to eliminate VII. ~~Final Examination~~ from 13. Course Content Outline.

The motion carried unanimously.

ll. (CP-06-192) CRIMJ 62 – Legal Aspects of Correction – Change prerequisites, course advisory and textbooks.

- 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English and math standards; CRIMJ 58.
- 2) Action on course.

mm. (CP-06-191) CRIMJ 64 – Principles and Procedures of the Criminal Justice System – Change prerequisites, course advisory and textbooks.

- 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English and math standards; CRIMJ 1.
- 2) Action on course.
- 3)

It was moved by Bob Johnson and seconded by Mark Berrett to approve the prerequisites/advisories as presented.

The motion carried with one nay vote from Kathy Rosengren.

It was moved by Quentin Carter and seconded by Mark Berrett to approve action on the course.

It was recommended that the standard critical thinking statement be added to the course outline for CRIMJ 62 and that the language in CRIMJ 62 be eliminated, e.g. ~~The student will develop an understanding of legal codes, judicial decisions, and executive orders as they relate to correctional processes; and classify and compare legal jurisdiction and venue in California and on a national basis.~~

It was agreed that 12.b. Require Writing Assignments (as assigned) should be clarified for CRIMJ 62 and 64. Chair Erin Farmer agreed to assume this responsibility and will get the information to the Curriculum Office.

nn. (CP-06-190) CRIMJ 90 – Vocational Work Experience-Law Enforcement– Change prerequisites, course advisory and textbooks.

- 1) Action on prereq/advisory: Prerequisite = none. Advisory = CRIMJ 1.
- 2) Action on course.

oo. (CP-06-189) CRIMJ 91 – Vocational Work Experience-Corrections– Change prerequisites, course advisory and textbooks.

- 1) Action on prereq/advisory: Prerequisite = none. Advisory = CRIMJ 1.
 - 2) Action on course.
-

The committee returned CRIMJ 90 and 91 to the author for revisions to the Course Content Outline. The committee felt the outline should match other occupational education courses. This information will return to the committee for approval at the December 12, 2006, meeting.

The motion carried unanimously with the noted changes.

- pp. (CP-06-194) FIRE 83 – Fire Candidate Physical Fitness– Change performance objectives and textbooks.
- qq. (CP-06-195) FIRE 124 – Fire Service Principles and Procedures II– Change repeatability, content outline and textbooks.
- rr. (CP-06-196) FIRE 128 – Emergency Care of the Sick and Injured– Change units, course title, weekly hours, catalog description, performance objectives, methods of evaluation, content outline and textbooks.
- ss. (CP-06-197) FIRE 130 – Fire Control II– Change method of instruction and textbooks.
- tt. (CP-06-198) FIRE 132 – Pump Operation– Change course title, units, weekly hours, method of instruction, catalog description content outline.
- uu. (CP-06-199) FIRE 148AA – Emergency Response to Terrorism– Change course number to FIRE 190, applicability, repeatability, content outline and textbooks.
- vv. (CP-06-200) FIRE 168 – Management 2D Master Planning– Change prerequisites and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English & math.
 - 2) Action on course.
- ww. (CP-06-201) FIRE 174 – Prevention 2A Systems and Building Components– Change prerequisites and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English & math.
 - 2) Action on course.
- xx. (CP-06-202) FIRE 176 – Prevention 2C Special Hazard Occupancies– Change prerequisites and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English & math.
 - 2) Action on course.
- yy. (CP-06-203) FIRE 186 – Command 2B Command of Major HAZ-MAT Incidents– Change prerequisites and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English & math.
 - 2) Action on course.
- zz. (CP-06-204) FIRE 188 – Command 2D Disaster Planning– Change prerequisites and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English & math.
 - 2) Action on course.
- aaa. (CP-06-205) FIRE 189 – Fire Command 2E– Change course title, prerequisites and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English & math.
 - 2) Action on course.
- bbb. (CP-06-206) FIRE 196 – Prevention 2B Interpreting Codes– Change prerequisites and textbooks.
 - 1) Action on prereq/advisory: Prerequisite = none. Advisory = SCC minimum English & math.
 - 2) Action on course.

It was moved by Quentin Carter and seconded by Sabine Bolz to approve the prerequisites/advisories as presented.

The motion carried unanimously.

It was moved by Bob Johnson and seconded by Kathy Rosengren to approve action on the courses.

The repeatability of up to three times was questioned for FIRE 124 and 148AA. Roy Pike clarified that these courses are not offered on a regular basis--only once every three or four semesters.

The motion carried unanimously.

Course Deletions

- ccc. (CP-06-184) CRIMJ 109 – Defensive Tactics
- ddd. (CP-06-183) CRIMJ 110 – Firearms
- eee. (CP-06-182) CRIMJ 201 – Reserve Training: Arrest and Firearms
- fff. (CP-06-181) CRIMJ 202 – Reserve Officer Training: Back-up Officer, Part I
- ggg. (CP-06-180) CRIMJ 203 – Reserve Officer Training: Back-up Officer, Part II
- hhh. (CP-06-179) CRIMJ 240 – Correctional Officer Examination Training
- iii. (CP-06-178) CRIMJ 500 – California Highway Patrol Supervision Examination Training
- jjj. (CP-06-212) FIRE 193 – Fire Prevention 2A

kkk. (CP-06-211) FIRE 195 – Fire Prevention 2C

It was moved by Bob Johnson and seconded by Quentin Carter to approve the course deletions as presented.

The motion carried unanimously.

Curriculum Review Verification Forms

- III. (CP-06-237) Cosmetology Curriculum Review Verification Form
mmm. (CP-06-213) Criminal Justice Curriculum Review Verification Form
nnn. (CP-06-164) Fire Technology Curriculum Review Verification Form

It was moved by Kathy Rosengren and seconded by Mark Berrett to approve the verification forms as presented.

The motion carried unanimously.

Revalidation of Prerequisites and/or Co requisites Only – (no changes)

- ooo. (CP-06-217) FIRE 140 – Fire Tech Academy – Revalidate prerequisite of FIRE 50 and EMT 212 or FIRE 128
ppp. (CP-06-216) FIRE 148W – Hazardous Materials Technician 1A – Revalidate prerequisite of FIRE 112
qqq. (CP-06-215) FIRE 148X – Hazardous Materials Technician 1B – Revalidate prerequisite of FIRE 148W
rrr. (CP-06-214) FIRE 148Y – Hazardous Materials Technician 1C – Revalidate prerequisite of FIRE 148W and FIRE 148X
sss. (CP-06-219) FIRE 148Z – Hazardous Materials Technician 1D – Revalidate prerequisite of FIRE 148W, FIRE 148X and FIRE 148Y

It was moved by Bob Johnson and seconded by Kathy Rosengren to approve the revalidation of prerequisites and/or corequisites as presented.

The motion carried unanimously.

REPORT FROM THE CHAIR

Chair Erin Farmer thanked the committee for their worthwhile work and their patience during the long meetings. She asked if everyone had an opportunity to read her e-mail dated November 27, 2006, regarding the Alert on Curriculum Process for Distance Education, November 2006. A copy is attached to these minutes.

REPORT FROM THE VICE PRESIDENT

There was no report from the Vice President

OPEN DISCUSSION

There was no open discussion.

ADJOURNMENT

There being no further business to come before the committee, it was moved by Quentin Carter and seconded by Sabine Bolz to adjourn at 4:33 p.m., to meet again Tuesday, December 12, 2006, 2:00 p.m., in the Board Room.

CCMinutes 11 28 06.js

Attachment:

- Amended Course Content Outline for Introduction to Sociology of Sport
- Student Success in BIOSC 5 and BIOSC 6
- Alert on Curriculum process for distance Education, November 2006