

Curriculum Advisory Committee Meeting Notes

DATE: May 21, 2014 LOCATION: BMC-206			
	Richard Abend, ESL		Kristine O' Dell, Business and Technology
✓	Bill Easton, Library	✓	Beth Penney, Humanities
✓	Sunshine Giesler, Chairperson/ Life Science		Vacant, Academic Senate
✓	Michael Gilmartin, Administration		Vacant, Creative Arts
✓	He Seon Ihn, Curriculum/Catalog Technician		Vacant, Physical Education
✓	Lynn Iwamoto, Physical Science		Vacant, Social Science
✓	LaRon Johnson, Student Services		Vacant, Student Representative
✓	Laura Loop, Nursing		

Meeting Chaired by: Sunshine Giesler
Notes Submitted by: Yen Le

Agenda Item	Discussion / Comments	Action
Announcements	No announcements.	No announcements.
Comments from Visitors	No visitors' comments.	No visitors' comments.
Approval of Minutes: 5/14/14	No corrections noted.	Motion to approve: Lynn Seconded: Bill Aye: Beth LaRon Sunshine Bill Laura Lynn Nay: Abstain: Motion approved.
Discussion Agenda	No Discussion.	No Discussion Agenda Items.

<p>Consent Agenda</p>	<p>Delete the following courses:</p> <ul style="list-style-type: none"> • Business-Accounting Certificate of Achievement; Associate in Science CTE deleted BUSC 110A, 121 • Business-Office Technology Certificate of Achievement; Associate in Science CTE deleted BUSC 110A, 110B, 110C, 118, 121, 130, 131A, 131C, 131D, 132, 135; CSIS 70 • Business-Office Technology Fast Track: Entry-Level Office Worker Certificate of Training deleted BUSC 110A, 110B, 110C, 121 • Business-Office Technology Fast Track: Entry-Level Office Worker Level 2 Certificate of Training deleted BUSC 121, 130, 131A, 131C, 131D, 132, 135 • Business-Secretarial Certificate of Achievement; Associate in Science CTE deleted BUSC 100A, 110B, 110C, 121; CSIS 70 • Business Secretarial Fast Track: Entry Level Office Worker Certificate of Training deleted BUSC 110A, 110B, 110C, 121; CSIS 70 • Business Secretarial Fast Track: Entry Level Office Worker Level 2 Certificate of Training deleted BUSC 121, 130, 131A, 131C, 131D, 132, 135 • Computer Software Applications Certificate of Achievement; Associate in Science CTE deleted BUSC 121, 130, 131A, 131C, 131D, 132, 135; CSIS 61 • Medical Assisting Certificate of Achievement; Associate in Science CTE deleted BUSC 110A, 110B, 110C • Medical Office Administration Certificate of Achievement; Associate in Science CTE deleted BUSC 110A, 110B, 110C • Medical Insurance and Coding Specialist Certificate of Achievement; Associate in Science CTE deleted BUSC 110A, 110B, 110C • Parks and Recreation Certificate of Achievement; Associate in Science CTE deleted PARK 110, 205, 209 • Physical Education Aide Associate in Science CTE deleted PHED 16, 17, 19 • Web Designer Certificate of Training deleted BUSC 131A, 131C, 131D, 132 	<p>Motion to approve: Beth Seconded: Bill</p> <p>Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>
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<p>FPTC 111B</p>	<p>FPTC 111B (<i>Fire Investigation 1B: Techniques of Fire Investigation</i>) is being revised to create new department designation FPTC.</p> <p>No corrections noted.</p>	<p>Motion to approve with corrections: Beth Seconded: Laura Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>
<p>FPTC 121A</p>	<p>FPTC 121A (<i>Investigation 2A: Criminal and Legal Procedures</i>) is being revised to create new department designation FPTC.</p> <p><u>Corrections noted:</u></p> <p>Lecture Content: need to provide more detail.</p>	<p>Motion to approve with corrections: Bill Seconded: Laura Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>
<p>FPTC 121B</p>	<p>FPTC 121B (<i>Investigation 2B: Field Case Studies</i>) is being revised to create new department designation FPTC.</p> <p><u>Corrections noted:</u></p> <p>Objectives: replace “1. This course provides...arson case.” with “1. Conduct an initial field investigation. 2. Properly take fire scene photographs, sketching, collection of evidence, and interviewing of witness and suspects. 3. Develop and present an arson case.”</p> <p>Lecture Content: need to provide more detail.</p>	<p>Motion to approve with corrections: Laura Seconded: Lynn Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>

Fire Investigation Certificate of Training	<p>The Fire Investigation Certificate of Training is a new program which is being added to the curriculum in order to provide a new certificate.</p> <p>No corrections noted.</p>	<p>Motion to approve with corrections: Lynn Seconded: Bill Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain: Motion approved.</p>
FPTC 24A	<p>FPTC 24A (<i>Management 2A: Organizational Development & Human Relations</i>) is being revised to create new department designation FPTC.</p> <p>No corrections noted.</p>	<p>Motion to approve with corrections: Beth Seconded: Lynn Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain: Motion approved.</p>
FPTC 24B	<p>FPTC 24B (<i>Management 2B: Fire Service Financial Management</i>) is being revised to create new department designation FPTC.</p> <p>No corrections noted.</p>	<p>Motion to approve with corrections: Lynn Seconded: Beth Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain: Motion approved.</p>

<p>FPTC 24C</p>	<p>FPTC 24C (<i>Management 2C: Personnel and Labor Relations</i>) is being revised to create new department designation FPTC.</p> <p>No corrections noted.</p>	<p>Motion to approve with corrections: Beth Seconded: Laura Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>
<p>FPTC 24D</p>	<p>FPTC 24D (<i>Management 2D: Strategic Planning</i>) is being revised to create new department designation FPTC.</p> <p><u>Corrections noted:</u></p> <p>Lecture Content: need to provide more detail.</p>	<p>Motion to approve with corrections: Lynn Seconded: Bill Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>
<p>FPTC 114</p>	<p>FPTC 114 (<i>Fire Management I: Management/Supervision for Company Officers</i>) is being revised to create new department designation FPTC.</p> <p><u>Corrections noted:</u></p> <p>Catalog Description: add “The course applies to Fire Officer and is accredited by CFTES.”.</p> <p>Schedule Description: replace “Covers key...CFSTES.” with “Prepares or enhances the first-line supervisor's ability to supervise subordinates. It introduces key management concepts and includes discussions about decision making, time and stress management, leadership styles, personnel evaluations, and counseling guidelines. Applies to Fire Officer and is accredited by CFTES.”.</p> <p>Lecture Content:</p> <ul style="list-style-type: none"> • Item I. A.: replace “basic” with “Basic”. • Replace “VI” with “V” and replace “VII” with “VI”. 	<p>Motion to approve with corrections: Lynn Seconded: Beth Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>

<p>FPTC 113</p>	<p>FPTC 113 (<i>Fire Prevention I</i>) is being revised to create new department designation FPTC.</p> <p>No corrections noted.</p>	<p>Motion to approve with corrections: Beth Seconded: Bill</p> <p>Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>
<p>FPTC 116</p>	<p>FPTC 116 (<i>Public Education I: Systematic Planning and Communication Skills</i>) is being revised to create new department designation FPTC.</p> <p><u>Corrections noted:</u></p> <p>Lecture Content: delete item X. A. and item X. B. Other Out-of-class Assignments: add “Creation of audio-visual aids to assist in teaching exercise to pre-school students (in cooperation with Child Care Center). Develop a public fire education plan for a hypothetical jurisdiction (case study) utilizing all elements of the planning process.”.</p>	<p>Motion to approve with corrections: Beth Seconded: Laura</p> <p>Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>
<p>FPTC 123A</p>	<p>FPTC 123A (<i>Prevention 2A: Fire Protection System & Building Components</i>) is being revised to create new department designation FPTC.</p> <p><u>Corrections noted:</u></p>	<p>Motion to approve with corrections: Lynn Seconded: LaRon</p> <p>Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>

<p>FPTC 123B</p>	<p>FPTC 123B (<i>Prevention 2B: Interpreting UBC and CCR Title 19 & 24</i>) is being revised to create new department designation FPTC.</p> <p>No corrections noted.</p>	<p>Motion to approve with corrections: Beth Seconded: Bill</p> <p>Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>
<p>FPTC 123C</p>	<p>FPTC 123C (<i>Prevention 2C: Special Hazard Occupancies</i>) is being revised to create new department designation FPTC.</p> <p>No corrections noted.</p>	<p>Motion to approve with corrections: Lynn Seconded: Beth</p> <p>Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>
<p>FPTC 133A</p>	<p>FPTC 133A (<i>Prevention 3A: Hydraulic Sprinkler Calculations</i>) is being revised to create new department designation FPTC.</p> <p><u>Corrections noted:</u></p> <p>Objectives: replace “Students will learn ...exercises.” with “1. Analyze the functions and capabilities of a hydraulically calculated sprinkler system. 2. Perform hydraulic calculations. 3. Identify head pressure and flow. 4. Discuss system piping and fitting.”.</p>	<p>Motion to approve with corrections: Laura Seconded: Bill</p> <p>Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>

<p>FPTC 133B</p>	<p>FPTC 133B (<i>Prevention 3B: Plan Checking</i>) is being revised to create new department designation FPTC.</p> <p>No corrections noted.</p>	<p>Motion to approve with corrections: Lynn Seconded: LaRon</p> <p>Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>
<p>Fire Prevention Certificate of Training</p>	<p>The Fire Prevention Certificate of Training is a new program which is being added to the curriculum in order to provide a new certificate.</p> <p>No corrections noted.</p>	<p>Motion to approve with corrections: LaRon Seconded: Lynn</p> <p>Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>
<p>ECED 52</p>	<p>ECED 52 (<i>Practicum: Field Teaching Experience</i>) is being revised in order to replace CHDV 52A and 52B.</p> <p>No corrections noted.</p>	<p>Motion to approve with corrections: Beth Seconded: Lynn</p> <p>Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>

<p>ECED 74</p>	<p>ECED 74 (<i>Working with Children and Families Impacted by Stress and Trauma</i>) is being revised in order to replace ECED 76A and 76B.</p> <p><u>Corrections noted:</u></p> <p>Lecture Content:</p> <ul style="list-style-type: none"> • Item VIII: replace “Edu-careers” with “children”. • Item IX: replace “families cultures” with “families’ cultures”. • Delete item XVI. 	<p>Motion to approve with corrections: Beth Seconded: Lynn Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>
<p>ARTH 21.1</p>	<p>ARTH 21.1 (<i>Architectural Tour of the Monterey Peninsula</i>) is being revised to update course content.</p> <p><u>Corrections noted:</u></p> <p>Units/Hours:</p> <ul style="list-style-type: none"> • Lab/Activity Scheduled: replace “0.47” with “0” (Weekly Min). • Lab/Activity TBA: replace “0” with “0.47” (Weekly Min). 	<p>Motion to approve with corrections: Bill Seconded: Lynn</p> <p>Aye: Beth LaRon Sunshine Bill Laura Lynn</p> <p>Nay: Abstain:</p> <p>Motion approved.</p>
<p>Other Agenda Items</p>	<p>FPTC 24E Fire Management Certificate of Training</p>	<p>Discussion of these Agenda Items is postponed until a later committee meeting.</p>
<p>Next meeting: 3:00 p.m., May 28, 2014, BMC-206</p>		