

**CRAFTON HILLS COLLEGE  
CURRICULUM COMMITTEE  
MINUTES  
October 10, 2016**

**VOTING MEMBERS:**

**Note:** ✓ If Present

Troy Dial  
Gwen DiPonio ✓  
Laurie Green  
Catherine Hendrickson ✓  
Rick Hogrefe  
Robert McAtee

Dianne Purves ✓  
Gary Reese  
**Kim Salt** (Chair) ✓  
Michael Sheahan ✓  
Sherri Wilson ✓

**NON-VOTING MEMBERS:**

**Note:** ✓ If Present

Kirsten Colvey  
Joe Cabrales  
Kristin Garcia ✓  
Kristina Heilgeist ✓  
Sherrie Loewen ✓

Bryan Reece  
Mark Snowwhite ✓  
Michelle Tinoco ✓  
June Yamamoto ✓

**VISITOR:** Mike Alder  
Jim Holbrook

1. Approval of minutes from September 26, 2016 meeting

The minutes were approved.

2. Action Items

**COURSE MODIFICATIONS**

A. AH 090 Survey of Radiologic Technology

Since Allied Health is not an approved discipline with the State, the discipline is being change to Radiologic Technology. The Course ID will change to RADIOL 090. The program(s) will need to be updated to reflect this change.

The committee approved the six-year revision of RADIOL 090

- **NEW DISCIPLINE:** Radiologic Technology
- **NEW COURSE ID:** RADIOL 090

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

B. ASL 103 American Sign Language III

The committee approved the six-year revision of ASL 103. The prerequisite of

ASL 102 was also approved.

- **NEW DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101
- **NEW CATALOG DESCRIPTION:** Intermediate study of American Sign Language as used by the Deaf community in the United States. Study of increasingly more advanced vocabulary, complex sentence structures and conversational skills, as well as in-depth analysis of cultural topics.

Note: This course is currently equated with ASL 111 at SBVC.

C. ART 113 Survey of Asian Art

The course is being updated to meet C-ID descriptor requirements. Troy confirmed that the changes have been made.

The committee approved the revisions to ART 113

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

D. FIRET 115 Firefighter I Basic Training Academy

The course is being updated to maintain Crafton Hills College and State Fire Training's 2013 curriculum criteria for Firefighter I Certification.

The committee approved the revisions to FIRET 115. The following prerequisite was approved as well as the corequisite of KIN/F 049.

- **NEW PREREQUISITE:** Admission to the Fire Academy and FIRET 100 and FIRET 101 and Successful completion of the NREMT (National Registry Examination for the Emergency Medical Technician) or currently certified as an EMT in California.
- **NEW SCHEDULE DESCRIPTION:** This course trains students to possess the necessary competencies required for the California State Fire Training Firefighter I Certification (2013 Version) as well as the Basic Wildland Fire Academy Certification.

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

E. FIRET 204 Developing a Personal Philosophy of Leadership

If the State Academic Senate approves Public Safety as a discipline, FIRET 204 will be cross listed with PBSF 204. This course may also be offered as a stand alone course. Eventually, this course will be part of a certificate.

The committee approved the revisions to FIRET 204.

- **NEW COURSE TITLE:** Developing a Personal Philosophy of Leadership and Ethics

- **NEW DEPARTMENTAL RECOMMENDATION:** None
- **NEW SEMESTER UNITS:** 3
- **NEW MINIMUM SEMESTER HOURS:**  
**LECTURE: 48**
- **NEW CATALOG DESCRIPTION:** This course will introduce the International Public Safety Leadership and Ethics Institute (IPSLEI) and its program in leadership and ethics. The course provides the student with a deeper understanding of self as it relates to leadership philosophies, knowledge, skills, and abilities for the exercise of effective and ethical leadership. Each student will study and explore the core values, ethics, decision making and begin to develop a personal philosophy of leadership. Through course presentations, dialogue, and learning activities, the student will identify leadership roles in the community as they relate to self, family, professional and social contexts. In addition, the student will be able to define the difference between the exercise of leadership and management. The student will complete self-assessments to gain insight into personal leadership style and characteristics and opportunity for growth. Readings, video and written case studies provide opportunity to further explore the exercise of leadership. The student will define and discuss personal responsibilities for the exercise of leadership in the context of critical incident management.
- **NEW SCHEDULE DESCRIPTION:** This is the first of four courses in the International Public Safety Leadership and Ethics Institute (IPSLEI) Leadership Development Program, which will provide the student with a deeper understanding of self as it relates to leadership philosophies, knowledge, skills, and abilities for the exercise of effective and ethical leadership.

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

#### F. FIRET 205 Organizational Leadership

Originally "G" on the agenda.

If the State Academic Senate approves Public Safety as a discipline, FIRET 205 will be cross listed with PBSF 205. This course may also be offered as a stand alone course. Eventually, this course will be part of a certificate.

The committee approved the revisions to FIRET 205.

- **NEW COURSE TITLE:** Ethical Leadership in Organizations
- **NEW DEPARTMENTAL RECOMMENDATION:** None
- **NEW SEMESTER UNITS:** 3
- **NEW MINIMUM SEMESTER HOURS:**  
**LECTURE: 48**
- **NEW CATALOG DESCRIPTION:** This course is the second in the continuing series of the International Public Safety Leadership and Ethics (IPSLEI) Institute program. The participants will explore the leadership process and the leader-follower relationship within organizational settings. Additionally, the influence of organizational culture, values, and contemporary societal issues on leadership effectiveness will be explored, as well as the concepts of organizational health,

defenses and change. Students will also explore how a person exercising leadership moves the organization from vision to action. Case studies, video analyses, selected readings, and group activities will be used to help the participants further understand the theories and principles of organizational leadership.

- **NEW SCHEDULE DESCRIPTION:** This course is the second in the continuing series of the International Public Safety Leadership and Ethics Institute (IPSLEI) Leadership Development course. It will provide the participant with a deeper understanding of the knowledge, skills, abilities for effective organizational leadership.

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

#### G. FIRET 206 Leading Others

Originally "F" on the agenda.

If the State Academic Senate approves Public Safety as a discipline, FIRET 206 will be cross listed with PBSF 206. This course may also be offered as a stand alone course. Eventually, this course will be part of a certificate.

The committee approved the revisions to FIRET 206.

- **NEW COURSE TITLE:** Leading Others Ethically
- **NEW DEPARTMENTAL RECOMMENDATION:** None
- **NEW SEMESTER UNITS:** 3
- **NEW MINIMUM SEMESTER HOURS:**  
**LECTURE: 48**
- **NEW CATALOG DESCRIPTION:** This course is the third in the International Public Safety Leadership and Ethics Program (IPSLEI). This course is designed to provide the student with the knowledge, skills, and abilities to effectively and ethically lead others. The student will explore various aspects of exercising ethical leadership as they relate to team building, delegating, facilitating conflict resolution, coaching and mentoring. The student will also gain an understanding of communication processes, empowerment, and leading in an ever-changing and diverse environment. The student will explore various theories of leadership, including situational leadership, transformational leadership, net-centric, and servant leadership. Readings, case studies, video analysis, and other interactive learning processes provide opportunities to explore the dynamic relationships that develop during the exercise of leadership. The student will define and practice applying skills for the exercise of leadership in the context of critical incident management.
- **SCHEDULE DESCRIPTION:** This course is the third in the continuing series of the International Public Safety Leadership and Ethics Institute (IPSLEI) Leadership Development Program. It is designed to provide the student with the knowledge, skills, and abilities to effectively and ethically lead others.

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

## H. FIRET 207 Ethics and the Challenge of Leadership

If the State Academic Senate approves Public Safety as a discipline, FIRET 207 will be cross listed with PBSF 207. This course can also be offered as a stand alone course. Eventually, this course will be part of a certificate.

The committee approved the revisions to FIRET 207

- **NEW DEPARTMENTAL RECOMMENDATION:** None
- **NEW CATALOG DESCRIPTION:** This is the fourth and final course in the Program of the International Public Safety Leadership and Ethics Institute (IPSLEI). In this course the student will correlate personal core values and characteristics to complex ethical decisions and behaviors. In addition, the student will explore ethical and principle-centered leadership, including ethical systems, ethical dilemmas, and ethical decision-making models. The student will also examine challenges and develop strategies for exercising leadership in agency's serving diverse and dynamic communities. The student will learn with a variety of learning methodologies including case studies, video analyses, and critical thinking scenarios to explore ethics and the challenges of leadership.
- **NEW SCHEDULE DESCRIPTION:** This is the fourth and final course in the Program of the International Public Safety Leadership and Ethics Institute. This course will provide the student with a deeper understanding of personal and organizational ethics and the challenges to exercise ethical leadership in a complex world.

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

## NEW COURSES

### I. ANTHRO 125 Language and Culture

ANTHRO 125 is part of the transfer model curriculum for AA-T in Anthropology.

The committee approved ANTHRO 125 as a new course.

**DISCIPLINE:** Anthropology  
**DEPARTMENT:** Social Science  
**COURSE ID:** ANTHRO 125  
**COURSE TITLE:** Language and Culture  
**PREREQUISITE:** None  
**COREQUISITE:** None  
**DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101  
**SEMESTER UNITS:** 3  
**MINIMUM SEMESTER HOURS:**  
**LECTURE:** 48  
**CATALOG DESCRIPTION:** Introduction to the anthropological study of language. Examination of nonhuman communication and the origin of language in humans;

language acquisition and speech production; nonverbal communication; structure of language; language history and change, and the relationship between language and culture, power, ethnicity, gender, and social stratification.

**SCHEDULE DESCRIPTION:** Introduction to the anthropological study of language.

Note: This course is currently equated with ANTHRO 125 at SBVC.

J. FIRET 125 Firefighter 1 Skills Review & Evaluation

This Stand Alone course meets the requirements and mandates from the State Fire Training for 2013 Firefighter 1 curriculum. The course provides the student with the opportunity to take the National Capstone tests for International Fire Service Accreditation Congress (IFSAC) and National Board of Fire Services Professional Qualifications (Pro Board) certification.

The committee approved FIRET 125 as a new course.

**COURSE ID:** FIRET 125

**COURSE TITLE:** Firefighter 1 Skills Review & Evaluation

**PREREQUISITE:** None

**COREQUISITE:** None

**DEPARTMENTAL RECOMMENDATION:** Successful completion of FIRET 115

**SEMESTER UNITS:** 1

**MINIMUM SEMESTER HOURS:**

**LAB:** 48

**CATALOG DESCRIPTION:** Review of skills learned in the basic fire academy in accordance with the State Fire Marshal Firefighter 1 curriculum. This course also provides the student with the opportunity to take the National Capstone tests for International Fire Service Accreditation Congress (IFSAC) and National Board of Fire Services Professional Qualifications (Pro Board) certification. Successful completion of this course provides the student with the opportunity to apply for employment in the State of California and outside of California with those states that offer reciprocity.

**SCHEDULE DESCRIPTION:** Review of skills learned in the basic fire academy, in accordance with the State Fire Marshal Firefighter 1 curriculum.

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

K. PBSF 204 Developing a Personal Philosophy of Leadership and Ethics

Jim Holbrook provided the committee with information regarding the courses being reviewed. The courses were developed following an intensive week long facilitator workshop in May 2016 provided by the International Public Safety Leadership and Ethics Institute, four courses were proposed to provide the materials to emergency personnel in the region. As these courses were not exclusive to any individual discipline, it was agreed that these courses would be offered under the discipline of Public Safety at Crafton Hills College. Since Public Safety is not a discipline approved by the state, Jim Holbrook submitted a proposal to the State Academic Senate. Richard Resurreccion, Chair, Board of Directors, International Public Safety Leadership and Ethics Institute also sent a letter to the State Academic Senate in

support of the Public Safety discipline. (see attachments). Jim's proposal will be reviewed at the State Academic Senate Plenary Session on November 4, 2016.

If the State Academic Senate approves Public Safety as a discipline, PBSF 204 will be cross listed with FIRET 204.

The committee approved PBSF 204 as a new course if Public Safety is approved as a new discipline.

Note: This course is not currently cross listed with SBVC. The course is not offered at SBVC.

**DISCIPLINE:** Public Safety  
**DEPARTMENT:** Public Safety and Services  
**COURSE ID:** PBSF 204  
**COURSE TITLE:** Developing a Personal Philosophy of Leadership and Ethics  
**PREREQUISITE:** None  
**COREQUISITE:** None  
**DEPARTMENTAL RECOMMENDATION:** None  
**SEMESTER UNITS:** 3  
**MINIMUM SEMESTER HOURS:**  
**LECTURE:** 48

**NEW CATALOG DESCRIPTION:** This course will introduce the International Public Safety Leadership and Ethic Institute (IPSLEI) and its program in leadership and ethics. The course provides the student with a deeper understanding of self as it relates to leadership philosophies, knowledge, skills, and abilities for the exercise of effective and ethical leadership. Each student will study and explore the core values, ethics, decision making and begin to develop a personal philosophy of leadership. Through course presentations, dialogue, and learning activities, the student will identify leadership roles in the community as they relate to self, family, professional and social contexts. In addition, the student will be able to define the difference between the exercise of leadership and management. The student will complete self-assessments to gain insight into personal leadership style and characteristics and opportunity for growth. Readings, video and written case studies provide opportunity to further explore the exercise of leadership. The student will define and discuss personal responsibilities for the exercise of leadership in the context of critical incident management.

**NEW SCHEDULE DESCRIPTION:** This is the first of four courses in the International Public Safety Leadership and Ethics Institute (IPSLEI) Leadership Development Program, which will provide the student with a deeper understanding of self as it relates to leadership philosophies, knowledge, skills, and abilities for the exercise of effective and ethical leadership.

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

L. PBSF 205 Ethical Leadership in Organizations

If the State Academic Senate approves Public Safety as a discipline, PBSF 205 will be cross listed with FIRET 205.

The committee approved PBSF 205 as a new course if Public Safety is approved as a new discipline.

**DISCIPLINE:** Public Safety  
**DEPARTMENT:** Public Safety and Services  
**COURSE ID:** PBSF 205  
**COURSE TITLE:** Ethical Leadership in Organizations  
**PREREQUISITE:** None  
**COREQUISITE:** None  
**DEPARTMENTAL RECOMMENDATION:** None  
**SEMESTER UNITS:** 3  
**MINIMUM SEMESTER HOURS:**  
**LECTURE:** 48

**NEW CATALOG DESCRIPTION:** This course is the second in the continuing series of the International Public Safety Leadership and Ethics Institute (IPSLEI) program. The participants will explore the leadership process and the leader-follower relationship within organizational settings. Additionally, the influence of organizational culture, values, and contemporary societal issues on leadership effectiveness will be explored, as well as the concepts of organizational health, defenses and change. Students will also explore how a person exercising leadership moves the organization from vision to action. Case studies, video analyses, selected readings, and group activities will be used to help the participants further understand the theories and principles of organizational leadership.

**NEW SCHEDULE DESCRIPTION:** This course is the second in the continuing series of the International Public Safety Leadership and Ethics Institute (IPSLEI) Leadership Development Course. It will provide the participant with a deeper understanding of the knowledge, skills, and abilities for effective organizational leadership.

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

#### M. PBSF 206 Leading Others Ethically

If the State Academic Senate approves Public Safety as a discipline, PBSF 206 will be cross listed with FIRET 206.

The committee approved PBSF 206 as a new course if Public Safety is approved as a new discipline.

**DISCIPLINE:** Public Safety  
**DEPARTMENT:** Public Safety and Services  
**COURSE ID:** PBSF 206  
**COURSE TITLE:** Leading Others Ethically  
**PREREQUISITE:** None  
**COREQUISITE:** None  
**DEPARTMENTAL RECOMMENDATION:** None  
**SEMESTER UNITS:** 3  
**MINIMUM SEMESTER HOURS:**  
**LECTURE:** 48



- **NEW CATALOG DESCRIPTION:** This course is the third in the International Public Safety Leadership and Ethics Program (IPSLEI). This course is designed to provide the student with the knowledge, skills, and abilities to effectively and ethically lead others. The student will explore various aspects of exercising ethical leadership as they relate to team building, delegating, facilitating conflict resolution, coaching and mentoring. The student will also gain an understanding of communication processes, empowerment, and leading in an ever-changing and diverse environment. The student will explore various theories of leadership, including situational leadership, transformational leadership, net-centric, and servant leadership. Readings, case studies, video analysis, and other interactive learning processes provide opportunities to explore the dynamic relationships that develop during the exercise of leadership. The student will define and practice applying skills for the exercise of leadership in the context of critical incident management.
- **NEW SCHEDULE DESCRIPTION:** This course is the third in the continuing series of the International Public Safety Leadership and Ethics Institute (IPSLEI) Leadership Development Program. It is designed to provide the student with the knowledge, skills, and abilities to effectively and ethically lead others.

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

N. PBSF 207 Ethics and the Challenge of Leadership

If the State Academic Senate approves Public Safety as a discipline, PBSF 207 will be cross listed with FIRET 207.

The committee approved PBSF 207 as a new course if Public Safety is approved as a new discipline.

**DISCIPLINE:** Public Safety  
**DEPARTMENT:** Public Safety and Services  
**COURSE ID:** PBSF 207  
**COURSE TITLE:** Ethics and the Challenge of Leadership  
**PREREQUISITE:** None  
**COREQUISITE:** None  
**DEPARTMENTAL RECOMMENDATION:** None  
**SEMESTER UNITS:** 3  
**MINIMUM SEMESTER HOURS:**  
**LECTURE:** 48

**NEW CATALOG DESCRIPTION:** This is the fourth and final course in the Program of the International Public Safety Leadership and Ethics Institute (IPSLEI). In this course the student will correlate personal core values and characteristics to complex ethical decisions and behaviors. In addition, the student will explore ethical and principle-centered leadership, including ethical systems, ethical dilemmas, and ethical decision-making models. The student will also examine challenges and develop strategies for exercising leadership in agency's serving diverse and dynamic communities. The student will learn with a variety of learning methodologies including case studies, video analyses, and critical thinking scenarios to explore ethics and the challenges of leadership.

**NEW SCHEDULE DESCRIPTION:** This is the fourth and final course in the Program of the International Public Safety Leadership and Ethics Institute. This course will provide the student with a deeper understanding of personal and organizational ethics and the challenges to exercise ethical leadership in a complex world.

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

O. PHIL 107 Social and Political Philosophy

The committee approved PHIL 107 as a new course. The prerequisite of Eligibility for ENGL 101 as determined through the Crafton Hills College assessment process was also approved as well as the Distance Education component (100% Online or Hybrid)

**DISCIPLINE:** Philosophy  
**DEPARTMENT:** Social Science  
**COURSE ID:** Phil 107  
**COURSE TITLE:** Social and Political Philosophy  
**PREREQUISITE:** Eligibility for ENGL 101 as determined through the Crafton Hills College assessment process  
**COREQUISITE:** None  
**DEPARTMENTAL RECOMMENDATION:** None  
**SEMESTER UNITS:** 3  
**MINIMUM SEMESTER HOURS:**  
**LECTURE:** 48

**NEW CATALOG DESCRIPTION:** The course examines classic and contemporary ideas and principles that establish, justify and determine societies' political rights and responsibilities.

**NEW SCHEDULE DESCRIPTION:** The course examines classic and contemporary ideas and principles that establish, justify and determine societies' political rights and responsibilities.

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

**PROGRAM MODIFICATIONS**

P. Associate of Science Degree Health Sciences

The department is changing the requirements to give students the option of taking either CHEM 101 or CHEM 150 and CHEM 151 to satisfy the chemistry requirement.

The committee approved the revisions to the Associate of Science Degree Health Sciences.

**ASSOCIATES OF SCIENCE DEGREE HEALTH SCIENCES**

The Associate of Arts degree in Health Sciences allows students to explore many aspects of science and health-related issues. This degree prepares students for health care professional

programs including nursing, dental hygiene and other health professional programs. To complete the requirements for the Associate of Arts degree, a student must: Complete the requirements for an associate degree (see requirements 1 through 8 in college catalog). Complete a minimum of eighteen (18) units with a "C" or better in each course in the following multidisciplinary program. Complete elective units to meet the minimum 60 units required for the associate degree.

<b>REQUIRED COURSES</b>		<b>UNITS</b>
CHEM 101	Introduction to Chemistry	(4.00)
<b>OR</b>		
CHEM 150	General Chemistry I	(5.00)
<b>OR</b>		
CHEM 150H	General Chemistry I - Honors	(5.00)
<b>AND</b>		
CHEM 151	General Chemistry II	(5.00)
<b>OR</b>		
CHEM 151H	General Chemistry II - Honors	(5.00)
ANAT 150	Human Anatomy and Physiology I	4.00
ANAT 151	Human Anatomy and Physiology II	4.00
MICRO 150	Medical Microbiology	5.00
ENGL 101	Freshman Composition	(4.00)
<b>OR</b>		
ENGL 101H	Freshman Composition-Honors	(4.00)
COMMST 100	Elements of Public Speaking	(3.00)
<b>OR</b>		
COMMST 100H	Elements of Public Speaking - Honors	(3.00)
<b>OR</b>		
COMMST 111	Interpersonal Communication	(3.00)
<b>OR</b>		
COMMST 111H	Interpersonal Communication - Honors	(3.00)
PSYCH 100	General Psychology	(3.00)
<b>OR</b>		
PSYCH 100H	General Psychology - Honors	(3.00)
<b>OR</b>		
PSYCH 111	Developmental Psychology: Lifespan	(3.00)
SOC 100	Introduction to Sociology	(3.00)
<b>OR</b>		
SOC 100H	Introduction to Sociology-Honors	(3.00)
<b>OR</b>		
ANTHRO 102	Cultural Anthropology	(3.00)

	<b>OR</b>	
ANTHRO 102H	Cultural Anthropology-Honors	(3.00)
	<b>TOTAL UNITS</b>	<b>30.00-36.00</b>

*This major sequence includes prerequisite courses common to many nursing, dental hygiene and other health professional programs. However, admissions requirements do vary from program to program. Prospective students should consult a counselor or the program to which they are applying for specific admissions requirements.*

3. SB 1440

No report

4. Operational Issues

- Kristina handed out the following documents currently being used by other colleges to file new programs with the state.

1. Curriculum Inventory New Program Information Sheet
2. Narrative

These forms are similar to the form required by Academic Senate to submit a new program. Kim will share Kristina's forms with Denise Allen and recommend that any additional information be added to Crafton's form. After the program is approved by Academic Senate, Kristina is requesting a copy of the form to assist her with filing the program with the state.

- Crafton was selected to be part of the pilot program for the new Butte System for State Curriculum Inventory.
- We are waiting to hear back from AcademicCatalog regarding our questions.

The next Curriculum meeting will be held on **October 24, 2016 at 2 p.m. in CCR (Crafton Center 233 near the Staff Break Room on the second floor.**