CRAFTON HILLS COLLEGE
CURRICULUM COMMITTEE
MINUTES
December 12, 2016

VOTING MEMBERS:
   Note: ✔ If Present

Troy Dial ✔   Dianne Purves ✔
Gwen DiPonio ✔   Gary Reese
Laurie Green ✔   **Kim Salt** (Chair) ✔
Catherine Hendrickson ✔   Michael Sheahan ✔
Rick Hogrefe   Sherri Wilson ✔
Robert McAtee

NON-VOTING MEMBERS:
   Note: ✔ If Present

Kirsten Colvey   Bryan Reece ✔
Joe Cabrales   Floyd Simpson ✔
Kristin Garcia ✔   Mark Snowhite ✔
Kristina Heilgeist ✔   Michelle Tinoco
Sherrie Loewen ✔   June Yamamoto

1.   Approval of minutes from November 28, 2016 meeting

      The minutes were approved with corrections.

2.   Action Items

      COURSE MODIFICATIONS

      A. BUSAD 230 Using Computers for Business

      The committee approved BUSAD 230 as a six-year revision. The Distance
      Education component (100% Online and Hybrid) was also approved.

      • **NEW DEPARTMENTAL RECOMMENDATION:** Successful completion of
        CIS 091
      • **NEW CATALOG DESCRIPTION:** Introduction to computer and information
        technology, including the history, terminology, computer hardware and software
        components, operation of computer systems, networking, ethics, security,
        examination of information systems and their role in business. Includes an
        overview and use of selected software including operating systems, word
        processors, spreadsheets, presentation applications, database management
        systems, and basic web design and programming. Discussion of the impact of
        computers in society and the workplace. This course is also offered as CIS 101.
      • **NEW SCHEDULE DESCRIPTION:** Introduction to computer and information
        technology. Examination of information systems and their role in business.
        Includes an overview and the use of computer software including word

processing, spreadsheets, presentation applications and databases. This course also offered as CIS 101.

Note: This course equates with CIT 101 at SBVC.

B. CIS 101 Introduction to Computer and Information Technology

The committee approved CIS 101 as a six-year revision. The Distance Education component (100% Online and Hybrid) was also approved.

- **NEW DEPARTMENTAL RECOMMENDATION:** Successful completion of CIS 091
- **NEW CATALOG DESCRIPTION:** Introduction to computer and information technology, including the history, terminology, computer hardware and software components, operation of computer systems, networking, ethics, security, examination of information systems and their role in business. Includes an overview and use of selected software including operating systems, word processors, spreadsheets, presentation applications, database management systems, and basic web design and programming. Discussion of the impact of computers in society and the workplace. This course is also offered as BUSAD 230.
- **NEW SCHEDULE DESCRIPTION:** Introduction to computer and information technology. Examination of information systems and their role in business. Includes an overview and the use of computer software including word processing, spreadsheets, presentation applications and databases. This course also offered as BUSAD 230.

Note: This course equates with CIT 101 at SBVC.

C. KIN 170/PBSF 170 Lifeguarding

The courses have been tabled. The author of the courses will be invited to the next meeting to address the committee's concerns.

D. PHIL 101 Introduction to Philosophy

The course is being updated to meet the C-ID Descriptor Requirements. A Distance Education component is also being added.

The committee approved PHIL 101 with a prerequisite of ENGL 010 or eligibility for ENGL 101 as determined through the Crafton Hills College assessment process. The Distance Education component (100% Online and Hybrid) was also approved.

- **NEW PREREQUISITE:** ENGL 010 or eligibility for ENGL 101 as determined through the Crafton Hills College assessment process
- **NEW CATALOG DESCRIPTION:** Course is an introduction to the major ideas, methods and problems in philosophy, with attention directed to classical, modern and contemporary philosophy as a basis for discussing issues related to knowledge, reality, ethics, religion and political theory.

- **NEW SCHEDULE DESCRIPTION:** Course is an introduction to the major ideas, methods and problems in philosophy, with attention directed to classical, modern and contemporary philosophy as a basis for discussing issues related to knowledge, reality, ethics, religion and political theory.

Note: This course equates with PHIL 101 at SBVC.

E. PHIL 103 Introduction to Logic: Argument and Evidence

The course is being updated to meet the C-ID Descriptor Requirements. A Distance Education component is also being added.

The committee approved PHIL 103. The Distance Education component (100% Online and Hybrid) was also approved.

- **NEW CATALOG DESCRIPTION:** Introduction to techniques of critical thought with an emphasis on deductive logic, including principles of valid reasoning, inductive reasoning, argument analysis and fallacies.
- **NEW SCHEDULE DESCRIPTION:** Introduction to techniques of critical thought with an emphasis on deductive logic, including principles of valid reasoning, inductive reasoning, argument analysis and fallacies.

Note: This course equates with PHIL 103 at SBVC.

F. RESP 051 Cardiopulmonary Resuscitation: Basic Life Support Healthcare Provider

The committee approved RESP 051 as a six-year revision. Also approved:

COREQUISITE: Acceptance into the Respiratory Care Program

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

G. RESP 130 Fundamentals of Respiratory Care I

The committee approved RESP 130 as a six-year revision. Also approved:

PREREQUISITE: Acceptance into Respiratory Care Program
COREQUISITES: RESP 131, RESP 132, RESP 133

- **NEW CATALOG DESCRIPTION:** Correct the spelling of "electrolytes." Last word in the sentence.

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

H. RESP 131 Fundamentals of Respiratory Care Skills I

The committee approved RESP 131 as a six-year revision with the provision that the hours are corrected. Also approved:

PREREQUISITE: Acceptance into Respiratory Care Program

COREQUISITES: RESP 130, RESP 132, RESP 133

- **NEW MINIMUM SEMESTER HOURS**
  LECTURE: 132
  LAB: 132
- **NEW CATALOG DESCRIPTION:** The word "medical" should not be capitalized in the second sentence.

  Note: The hours above are the corrected hours.

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

I. RESP 135 Fundamentals of Respiratory Care II

The committee approved RESP 135 as a six-year revision. Also approved:

PREREQUISITES: RESP 130, RESP 131, RESP 132, RESP 133
COREQUISITES: RESP 134, RESP 136, RESP 137, RESP 138, RESP 139

- **NEW PREREQUISITES: RESP 130, RESP 131, RESP 132, RESP 133**

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

J. RESP 136 Fundamentals of Respiratory Care Skills II

The committee approved RESP 136 as a six-year revision with the provision that the hours are corrected. Also approved:

PREREQUISITES: RESP 130, RESP 131, RESP 132, RESP 133
COREQUISITES: RESP 134, RESP 135, RESP 137, RESP 138, RESP 139

- **NEW PREREQUISITES: RESP 130, RESP 131, RESP 132, RESP 133**
- **NEW SEMESTER UNITS:** 5.5
- **NEW MINIMUM SEMESTER HOURS**
  LECTURE: 64
  LAB: 72

Note: The hours above are the corrected hours.

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

K. RESP 138 Clinical Medicine I

The committee approved RESP 138 as a six-year revision. Also approved:

PREREQUISITES: RESP 130, RESP 131, RESP 132, RESP 133
COREQUISITES: RESP 134, RESP 135, RESP 136, RESP 137, RESP 139

- **NEW PREREQUISITES: RESP 130, RESP 131, RESP 132, RESP 133**

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

L. RESP 238 Entry Level and Advanced Practitioner Examinations: Review and Seminar

The committee approved RESP 238 as a six-year revision. Also approved:

PREREQUISITES: RESP 230, RESP 231, RESP 232, RESP 233
COREQUISITES: RESP 234, RESP 235, RESP 236, RESP 237

- **NEW PREREQUISITES: RESP 230, RESP 231, RESP 232, RESP 233**

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

NEW COURSE

M. RADIOL 216 Mammography

This course provides the Radiologic Technology student the opportunity to gain the necessary knowledge and skills to successfully enter the specialty field of Mammography upon graduation from the Radiologic Technology program at Crafton.

The committee agreed to approve RADIOL 216 as a new course.

DISCIPLINE: Radiologic Technology
DEPARTMENT: Allied Health Services
COURSE ID: RADIOL 216
COURSE TITLE: Mammography
PREREQUISITE: None
COREQUISITE: None
DEPARTMENTAL RECOMMENDATION: None
SEMESTER UNITS: 2
MINIMUM SEMESTER HOURS:
LECTURE: 32
CATALOG DESCRIPTION: Study of technical and procedural aspects of digital mammography. Examines radiation protection, digital quality assurance, breast anatomy and physiology. Analyzes breast pathology, breast images and positioning techniques. Explores mass localization and biopsy procedures and a brief discussion of Breast MR, breast cancer diagnostic technologies, and breast cancer treatments.
SCHEDULE DESCRIPTION: Study of technical and procedural aspects of digital mammography. Analyzes breast pathology, breast images and positioning.

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

3. SB 1440

Troy reported:
- The Faculty Development Review Group (FDRG) at the State is reviewing the transfer model curriculum for Business Administration.

4. Operational Issues

- It was discussed that the enrollment cap for DE courses was changed from 25 to 35. A question was asked if the cap could be lowered? Kim suggested the following:

  - Check with the ETC Committee to find out why the cap was changed from 25 to 35.
  - What was the process for deciding enrollment caps (all courses and DE)?

- Non-credit courses can now be entered into CurricUNET.

- The State Curriculum Inventory is transitioning from the old system to the Butte State system. The system should be up and running in a couple months. The State will be approving curriculum based on receiving it; this should reduce the bottleneck that we currently experience with the State. We will still have to wait for the course to be assigned a number before it is recognized as an "approved course" and can be offered in the course schedule. With the new system, the liability will rest with the Vice President of Instruction.

- Kristina will give Kim the correct hours/units for RESP 131 and RESP 136.

- Kristina heard back from Anita (Academic Catalog).

  Curriculum Module Questions/Answers

  1. Does it keep a historical tracking of all outlines and is it searchable? Yes, searchable through dashboard.
  2. Can we have it so the public can have access to viewing the outlines? Read, write with access, read only for public.
  3. Can it match course objectives from another course outline? Yes
  4. How many other colleges that use this also use Datatel? Several with Ellucian and Banner
  5. Can outlines in CurricUNET be uploaded to the new module or will they have to be input by hand? Need to see data extract file sample from Andy.
  6. What is the cost associated with the product, set-up, and continued use? waiting for sign off from Anne.

- It costs $10,000 a year for CurricUNET.

- In preparing for R25 (Scheduling Software), the Instruction Office is building course characteristics for each course. In order to keep up with the new courses that are approved, it was suggested that the Schedule/Catalog Data Specialist work with the Faculty Chair/Dean to get the required information.

- It was suggested that Floyd talk to Sherri Wilson about the discrepancies pertaining to MATH 903 Support Lab.

The next Curriculum meeting will be held on **January 23, 2017 at 2 p.m. in CCR (Crafton Center) 233.**