

Date: March 2, 2018
Time: 1:00PM-3:00 PM
Location: 1167

Admin Co-Chair: Sonja Lolland

Faculty Co-Chair: Meridith Selden

Members: Denice Burbach, Korey Champe, Lore Dobusch, James Gilbreath, Rajan Gill, Daren Otten, Thea Post, William Rockey, Sherry Spina, Jeff Stollberg, Laura Talley, Salvador Tolentino, Carla Tweed, Carrie Wasinger

Quorum: 7 voting members must be present (Co-chairs may vote only if needed to make quorum)

Recorder: Zulema Zermeno

Resources: Lani Aguinaldo, Sonya Horn, Martin Gutierrez

Guest(s):

Approval of agenda & minutes

- ⇒ Approve 2/2/18 minutes
- ⇒ Approve 3/2/18 agenda

Updates

- ⇒ SLO, DE, & Dean review process check-in (Selden & Wasinger)
- ⇒ Discipline specific courses (Selden)
- ⇒ Guided Pathways check-in (Champe, Dobusch, & Gilbreath)
- ⇒ Vote on tabling policy (Selden)
- ⇒ Vote on standard GENED statement for AA/AS (Wasinger)

CONSENT AGENDA:

GEOL 43 - REGIONAL GEOLOGY - CALIFORNIA COASTS
KINES 1.75 – SOCCER
KINESIOLOGY - ASSOCIATE IN ARTS
COSMETOLOGY - ASSOCIATE IN SCIENCE
POLITICAL SCIENCE AA-T - ASSOCIATE IN ARTS FOR TRANSFER

NURS 2 - MEDICAL SURGICAL NURSING II (SLO CHANGES ONLY)
NURS 37 - LVN TO RN BRIDGE COURSE (SLO CHANGES ONLY)
RADT 55 - INTRODUCTION TO RADIOLOGIC SCIENCES (DE CHANGES ONLY)

COURSE INACTIVATIONS:

ART 504 - DRAWING AND COMPOSITION
ART 512 - CERAMICS
AUTO 78A - I-CAR AUTOBODY SHOP EXPERIENCE
AUTO 78B - I-CAR AUTOBODY SHOP EXPERIENCE
BCA 17 - BUSINESS COMPUTER APPLICATIONS-
ADVANCED
BCA 22B - ADVANCED MICROSOFT WORD
BCA 23 - MICROSOFT OUTLOOK
BCA 25 - DESKTOP PUBLISHING
BCA 27 - INTRODUCTION TO COMPUTERS
BCA 34 - ADVANCED MICROSOFT EXCEL
BCA 37B - ADVANCED MICROSOFT ACCESS
BCA 41B - WINDOWS XP
BCA 42B - WEB PAGE MANAGEMENT AND DESIGN
BCA 44D - DIGITAL IMAGING
BCA 61 - DESKTOP OPERATING SYSTEMS
DRAFT 34 - ARCHITECTURAL DRAWING
DRAFT 39 - BUILDING INFORMATION MODELING
(BIM)

EDUC 21 - ADVANCED TUTORING SEMINAR
EDUC 52 - TEACHER AIDE IN THE SCHOOL SYSTEM
GNBUS 100 - ELEMENTARY BUSINESS MATH
GNBUS 25 - CAREER PLANNING AND DEVELOPMENT
IT 42A - INTERNET LITERACY AND SAFETY
OA 15C - ADVANCED KEYBOARDING
OA 15O - TYPEWRITING
OA 17A - WORD PROCESSING I
OA 17B - WORD PROCESSING II
OA 21 - BUSINESS COMMUNICATIONS
OA 51 - KEYBOARDING
OA 52 - BUSINESS ENGLISH
OA 54A - BEGINNING MEDICAL TERMINOLOGY
RE 30 - REAL ESTATE PRINCIPLES
RE 91 - CALIFORNIA REAL ESTATE PRACTICES

DEGREE/CERTIFICATES INACTIVATIONS:

ADVANCED GENERAL BUSINESS MANAGEMENT - CERT OF ACHIEVEMENT WITH 30-59.5 UNITS
INCOME TAX PREPARATION - ASSOCIATE IN SCIENCE
INCOME TAX PREPARATION - CERT OF ACHIEVEMENT WITH 18-29.5 UNITS
RADIOLOGIC TECHNOLOGY - CERT OF ACHIEVEMENT WITH 18-29.5 UNITS

COURSE REVIEW:

AUTO 76 - I-CAR AUTOBODY--NON-STRUCTURAL 1 AND 2, (REVISED), **PAGE 1**

Description: This course provides the technical information and hands on experience needed to perform cosmetic straightening of steel, aluminum and plastic repair. Topics include: removal and replacement of bolted on panels; removal, replacement and repair of bumper facias; removal and replacement of headlight and tail lamp assemblies; removal, replacement and adjustment of movable glass. Introduction to steel GMAW-MIG welding, Aluminum GTAW-TIG welding and STRSW- Squeeze-type Resistance Spot welding MIG Brazing, Nitrogen Plastic welding, Plasma Arc Cutting and Adhesively Bonded Panel replacement. Body working Hand Tools, Abrasives and Fillers will be covered.

Rationale for Revision: CTE Revision

AUTO 77 - I-CAR AUTOBODY--REFINISHING 1 AND 2, (REVISED), **PAGE 5**

Description: This course includes the principles of paint finish application, tinting/blending, color adjustments, color mismatch problems, finish inspection, removal of finish defects, interior and exterior detailing, refinish equipment, surface prep, and masking. Other topics include paint application techniques, corrosion protection, new paint technologies, color identification, and vehicle color codes. This course will also provide the information needed to start a Home Based Detailing Business. The course also addresses compliance with OSHA and EPA rules. Students enrolled may be eligible to apply for Inter-Industry Conference on Automotive Collision repair (I-CAR) points. This YCCD/I-CAR alliance course also prepares student for ASE testing.

Rationale for Revision: CTE Revision

EMT 510 - HEALTH CARE PROVIDER CPR, (NEW), **PAGE 10**

Description: The American Heart Association's new basic life support course includes science and education from the 2015 Guidelines Update for CPR and ECC. This course teaches both single-rescuer and team basic life support skills for application in both prehospital and in-facility environments, with a focus on high-quality CPR and team dynamics.

Rationale for Revision: CPR is required for entry into the EMT program. CPR taken at Yuba will be a pre-requisite for entry into EMT 61 and Fire Academy. CPR courses are also required for Nursing.

EMT 61 - EMERGENCY MEDICAL TECHNICIAN, (REVISED), **PAGE 12**

Description: The EMT program is a comprehensive curriculum that provides knowledge and critical thinking skills necessary to provide Emergency Medical Care in a pre-hospital environment. Academic rigor encompasses legal and moral aspects, primary and secondary patient assessments, interventions, proper use of emergency medical equipment, recognizing signs and symptoms, and pathophysiology of medical emergencies and traumatic injuries. This course meets EMT curriculum requirements of the California Code of Regulations Title 22. Upon successful completion, students are eligible to take the National Registry EMT certifying examination and qualify for a California EMT License

Rationale for Revision: The state has added additional curriculum and 10 hours to the course. We are upgrading to the new text book from Brady "Pre-Hospital Emergency care 11th Edition by Brady books.

Pre-requisite(s): Have all course materials (Textbook with Premier Package) on the first day of class. Course Materials required by EMT instructors; CURRENT CPR CERTIFICATION California Code of Regulations Title 22. Social Security Division 9. Prehospital Emergency Medical Services Chapter 2. Emergency Medical Technician Article 3. Program Requirements for EMT Training Programs 100066. Procedure for EMT Training Program Approval. (2) A statement

verifying CPR training equivalent to the 2015 American Heart Association's Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care at the Healthcare Provider level is a prerequisite for admission to an EMT basic course. ; Students must be 18 years of age at start of Clinical Rotations California Code of Regulations Title 22. Division 9. Chapter 2. Emergency Medical Technician Article 4. EMT Certification Section 100079(a)(5) ; Provide proof of vaccinations; measles, mumps, and rubella (MMR) immunization. These vaccination requirements are outlined within the signed agreement between Rideout Hospital and Bi-County Ambulance. In addition these agreements afford students the opportunity to fulfill mandatory training requirements set forth by SSV and National Registry.; Provide proof of negative tuberculin (TB) skin test taken within 3 months of start of course. These vaccination requirements are outlined within the signed agreement between Rideout Hospital and Bi-County Ambulance. In addition these agreements afford students the opportunity to fulfill mandatory training requirements set forth by SSV and the National Registry.;

Provide proof of varicella (chicken pox) vaccine, immunization, or a positive varicella titer test. These vaccination requirements are outlined within the signed agreement between Rideout Hospital and Bi-County Ambulance In addition these agreements afford students the opportunity to fulfill mandatory training requirements set forth by SSV and the National Registry.; Provide proof of completed Hepatitis B vaccine series with a positive Hep B titer test, OR sign a declination form stating your voluntary refusal to obtain this vaccination. These vaccination requirements are outlined within the signed agreement between Rideout Hospital and Bi-County Ambulance . In addition these agreements afford students the opportunity to fulfill mandatory training requirements set forth by SSV and the National Registry.; Provide proof of a current season flu shot vaccination. These vaccination requirements are outlined within the signed agreement between Rideout Hospital and Bi-County Ambulance In addition these agreements afford students the opportunity to fulfill mandatory training requirements set forth by SSV and the National Registry.; Be prepared to purchase EMT uniform on the first day of class, and wear the uniform to all EMT class oriented activities. (approximately \$100.00). Required as part of Yuba College's EMT Program; Complete and provide proof of completed drug screen test and criminal background. Information regarding this requirement is provided 30 days prior to ER clinical (approximate cost: \$90.00.) - Required by SSV -Rideout Hospital; Obtain Yuba College EMT badge: \$10.00 Required for Bi-County Ambulance;

ENGL 40C - TUTORING WRITING III, (NEW), **PAGE 20**

Description: A training program in English composition that prepares student tutors to support English Language Learner (ELL) students while tutoring writing and reading skills.

Rationale for Revision: *This course is intended to meet the needs of the growing population of ELL students. The instruction is intended to prepare Writing and Language Development Center peer tutors to work with diverse student populations. According to the WLDC records for Fall 2017, more than 20% of the students using the WLDC are ELL. As described in the "Spring 2017 Graduation Survey Summary" tutors were considered "vital to [student] success" (8). Improving and further developing the training of tutors, especially for a growing demographic, is important to the effectiveness of the tutoring services. Also, as the college moves toward more Guided Pathways, ELL students will need an established network of support systems, such as the tutors trained in this course.*

Pre-requisite(s): Satisfactory completion of: ENGL 40B

MCOMM 2 - INTRODUCTION TO ELECTRONIC MEDIA, (REVISED), **PAGE 23**

Description: This course introduces the history, structure, function, economics, content and evolution of radio, television, film, the Internet, and new media, including traditional and mature formats. The social, political, regulatory, ethical and occupational impact of the electronic media are also studied.

Rationale for Revision: *Update course and align with C-ID course FTVE 100.*

GE Petition: Area B: Social and Behavioral Sciences, 4G = Interdis., Social and Behavioral Science, D7 = Interdisc Social and Behavioral Science

DE Petition: Online

MCOMM 4 - BEGINNING TV STUDIO PRODUCTION, (REVISED), **PAGE 26**

Description: This course introduces theory, terminology and operation of a multi-camera television studio and control room. Topics include studio signal flow, directing, theory and operation of camera and audio equipment, switcher operation, fundamentals of lighting, graphics, video control and video recording, and real-time video production

Rationale for Revision: For review and to be current with C-ID alignment with FTVE 135.

MCOMM 5 - BEGINNING MOTION PICTURE PRODUCTION, (REVISED), **PAGE 29**

Description: This course provides an introduction to the theory, terminology, and process of motion picture production for film and television. Topics include basic cinematography including the operation, function and creative uses of production and post-production equipment, scriptwriting, camera operation, shot composition, lighting, sound recording and mixing, and editing.

Rationale for Revision: Update curriculum to align with C-ID course FTVE 150.

DE Petition: Online, Hybrid

MCOMM 6 - BEGINNING AUDIO PRODUCTION, (REVISED), **PAGE 33**

Description: This course serves as an introduction to the theory and practice of audio production for radio, television, film and digital recording applications. Students will learn the fundamentals of sound design and aesthetics, microphone use, and digital recording equipment. Students gain hands on experience recording, editing, mixing and mastering audio. Upon completion, students will have basic knowledge of applied audio concepts, production workflow, equipment functions, and audio editing software.

Rationale for Revision: Update course to align with C-ID course FTVE 120.

DE Petition: Hybrid

MCOMM 8 - INTRODUCTION TO MEDIA WRITING, (REVISED), **PAGE 37**

Description: Basic introductory course in writing for the film and electronic media. Emphasis on preparing scripts in proper formats, including fundamental technical, conceptual and stylistic issues related to writing fiction and non-fiction scripts for informational and entertainment purposes. Includes a writing evaluation component as a significant part of the course requirement.

Rationale for Revision: Update course and align with C-ID course FTVE 110

GE Petition: A2 = Written Communication, Area D1: English Composition

DE Petition: Online

MCOMM 15 - BEGINNING SINGLE CAMERA PRODUCTION, (REVISED), **PAGE 40**

Description: The course provides an introduction to the theory, terminology, and operation of single camera video production, including composition and editing techniques, camera operation, portable lighting, video recorder operation, audio control and basic editing. This course focuses on the aesthetics and fundamentals of scripting, producing, directing on location, postproduction, and exhibition/distribution.

Rationale for Revision: Update course to align with C-ID course FTVE 130.

LEARN 155 - BEGINNING ASSISTIVE COMPUTER TECHNOLOGY, (REVISED), **PAGE 43**

Description: Designed for students with disabilities who have limited computer experience. Focus is on use of keyboard/mouse, personal data storage, basic MS Word, use of MyCampus Portal and Canvas, internet use, educational websites, and software for independent learning. Incorporates an overview of currently available assistive computer technology used to meet the educational needs of students with physical, learning, and cognitive impairments.

Rationale for Revision: *This class will support promoting student success while closing achievement gaps as the Basic Skills Initiative (BSI), Student Equity (SE), Student Success and Support Program (SSSP) Integrated planning have outlined.*

GEOL 40 - GEOLOGY OF SIERRA NEVADA, (REVISED), PAGE 46

Description: This field course focuses on the geology of Sierra Nevada's, with an emphasis on the tectonic and erosional history of the area. The course includes study of the various intrusive rocks and the minerals they contain, as well as the relative ages of the plutons. Glacial erosional and depositional processes will be discussed.

Rationale for Revision: *-This course was originated a long time ago and needed significant update, and it will be one of the field courses offered as part of the 5 new field trip courses in Geology. This was previously the Geology of Yosemite, but the course was re-titled and the content and objectives were expanded to include a broader scope of the Sierras.*

GEOL 44 - GEOLOGY OF CALIFORNIA DESERTS , (NEW), PAGE 52

Description: This course will explore one or multiple desert locations specific to California. Content will focus on specific features of geologic interest, and will include geographic features. Historical climates will also be considered as well as human impact and preservation. Varying amounts of hiking will be required depending on the location. Students are responsible for the costs of meals, transportation, and camping or lodging.

Rationale for Revision: *I am creating 5 new courses for Geology field trips. Each trip will be to a different location and will be offered three times per year (each semester and summer). The reason more classes need to be created is so students can go on more than one trip while at Yuba College. Currently only Geology 41 is available. I would like to create a group of six courses that would be on a two year cycle.*

GEOL 45 - REGIONAL GEOLOGY - FIELD TRIP, (NEW), PAGE 60

Description: This field course provides an opportunity to explore specific areas of geologic interest. Tectonic setting, sedimentary processes and rock formation will be emphasized. Trip location will vary depending on season and accessibility. Varying amounts of hiking will be required depending on the location. Students are responsible for the costs of meals, transportation, and camping or lodging.

Rationale for Revision: *I am creating 5 new courses for Geology field trips. Each trip will be to a different location and will be offered three times per year (each semester and summer). The reason more classes need to be created is so students can go on more than one trip while at Yuba College. Currently only Geology 41 is available. I would like to create a group of six courses that would be on a two year cycle. This particular course will be a 'general' course used if the other four courses do not fit the context of the geology field trip.*

THART 529 - COLLEGE THEATRE, (REVISED), PAGE 65

Description: This course provides instruction and supervised participation in theatre rehearsal and performance including acting, directing, design, and technical work, culminating in a theatre production. Plays will be selected from various periods and styles.

Rationale for Revision: *Five year update and to correlate with updated THART 29R College Theatre*

Pre-requisite(s): Audition; Thart-29 is an intensive course designed to prepare Theatre Arts majors for careers in acting and/or performance production. In order to be fully successful in this course, students should already possess some knowledge of theatre performance and production.

DEGREE/CERT REVIEW:

ADVANCED WELDING TECHNOLOGIES - CERT OF ACHIEVEMENT WITH 18-29.5 UNITS, (REVISED DEG/CERT), PAGE 69

Description: Upon successful completion of the advanced welding certificate, the student will demonstrate skills, knowledge, and training for employment in entry-level positions including industrial occupations in metal shops, all maintenance positions, sheet metal and metal fabrication shops, and many apprenticeship programs.

Rationale for Revision: CTE revision

WELDING TECHNOLOGIES - ASSOCIATE IN SCIENCE, (REVISED DEG/CERT), **PAGE 70**

Description: The Welding program teaches curriculum that is designed to meet the minimum skill standards established by the American Welding Society (AWS) for entry-level welders. Our comprehensive program develops a student's skills in metals cutting and joining processes. Training is given in both theory and practical skills in the various phases of welding and cutting. This includes introductory to advanced methods plasma and air carbon arc cutting, oxyacetylene cutting, SMAW (stick), GTAW (TIG) welding, GMAW (MIG) welding, and FCAW (flux core), welding inspecting, testing principles and fabrication techniques, and other processes. Our classes are conducted in laboratories outfitted with modern industrial welding, cutting, CNC plasma, forming, fixturing, tube and pipe shaping and other fabrication equipment. Entry-level welders are employed in a wide range of industries that use welding and welding-related tasks as project managers, supply salespeople, and teachers, or possibly pursue a higher degree.

Rationale for Revision: CTE Revision

MANUFACTURING TECHNOLOGY/MACHINING - ASSOCIATE IN SCIENCE, (REVISED DEG/CERT), **PAGE 72**

Description: The A.S. in Manufacturing Technology is a comprehensive program of instruction designed to develop knowledge of scientific principles, mathematical concepts, and technical skills. The program will provide students with laboratory experiences found in machining, welding, and related technologies. These experiences will enable the student to enter industry with problem-solving skills in design, production planning, materials handling, quality control, inspection, and programming with computer-aided controls. The student, upon the successful completion of the program, will have entry-level job skills.

Rationale for Revision: CTE 2-Year Program Revision

MANUFACTURING TECHNOLOGY/ MACHINING - CERT OF ACHIEVEMENT WITH 18-29.5 UNITS, (REVISED DEG/CERT), **PAGE 73**

Description: Manufacturing Technology is a comprehensive program of instruction designed to develop knowledge of scientific principle, mathematical concepts, and technical skills. It includes laboratory experiences found in machining, welding, and related technologies. These experiences will enable the student to enter industry with problem-solving skills in design, production planning, materials handling, quality control, inspection, and programming with computer numerical controls. The student, upon the successful completion of the program, will have a job-entry skill.

Rationale for Revision: CTE 2-Year Program Revision

FABRICATION AND MANUFACTURING METHODS - CERT OF ACHIEVEMENT WITH 18-29.5 UNITS, (NEW DEG/CERT), **PAGE 74**

Description: The fabrication and metalworking certificate will introduce students to fabrication and metal working skills with sheet metal and structural applications. Students will also learn to use both manual and automated fabrication and metalworking equipment.

Rationale for Revision: After conversations with our local industry and partners, the need for fabrication and metalworking skills became apparent. Also, according to the Bureau of Labor Statistics, there is growth in the need for metalworkers and fabricators.

SMAW PIPE EMPHASIS - CERT OF ACHIEVEMENT WITH 18-29.5 UNITS, (NEW DEG/CERT), **PAGE 75**

Description: The certificate in welding technology is designed to provide advanced occupational training in pipe welding. These classes are designed to meet both current and future needs in the pipe welding industry. The program provides students shielded electric arc welding and manual and semi-automatic flame cutting equipment experience in pipe welding applications. In addition, students will be prepared for certification as required by employment in the pipe welding industry. Employment opportunities available are welder, welder technician, inspector, maintenance welder, and production welder in the manufacturing, construction, and shipbuilding industries.

Rationale for Revision: *Pipe welders needed as PG&E, Oroville Dam, Sites Reservoir and other projects ramp up. The need for pipe welders in Northern California is increasing. According to the AU in Yuba City, the amount of work for pipe welders is increasing.*
