

**Date:** Novemeber, 2 2018 (Updated 11/5 – Changes highlighted in pink)

**Time:** 1:00PM-3:00 PM

**Location:** President's boardroom (100 building) – NEW LOCATION!!

**CC Confer Call-in information:** 1-719-785-4469 or 888-450-4821 (Passcode: 675320)

**Admin Co-Chair:** Daren Otten

**Faculty Co-Chair:** Meridith Selden

**Members:** Michael Bagley, Denice Burbach, Korey Champe, Lore Dobusch, James Gilbreath, Thea Post, Sherry Spina, Jeff Stollberg, Laura Talley, Salvador Tolentino, Carla Tweed, Aya Ueda, Carrie Wasinger

**Quorum:** 8 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):**

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Approval of agenda & minutes

⇒ Approve 10/19/18 minutes

⇒ Approve 11/2/18 agenda

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**UPDATES & DISCUSSIONS:**

⇒ Five-year rotation consequences (Selden, Wasinger, & Gilbreath)

⇒ Guided Pathways check-in (Champe & Gilbreath)

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**CONSENT AGENDA:**

PHYSICAL EDUCATION – AS (Inactivation)

WELDING TECHNOLOGIES - Cert of Achievement (Inactivation)

COMSC 9A - C++ Programming (Revised)

COMSC 9B - Data Structures (Revised)

COMSC 12 - Java Programming (Revised)

COMSC 6 - Basic Language Programming (Revised)

COMSC 7 - Introduction To Visual Basic Programming (Revised)

ART 12A - Beginning Ceramics (Revised)

ART 5 - Art Appreciation (Revised)

COMSC 11 - Advanced C++ Programming (Revised)

DRAFT 30 - Technical Drawing With CAD (Revised)

MANUFACTURING TECHNOLOGY/ MACHINING (Revised Deg/Cert)

Fabrication and Manufacturing Methods (New Deg/Cert)

~~Introductory Welding Technologies (New Deg/Cert)~~ – This certificate was tabled 10/19, it was accidentally listed on the consent

MUSIC 543 - Symphonic Band (Revised)

MUSIC 558 - COMMUNITY JAZZ ENSEMBLE (Revised)

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**INACTIVATIONS:**

AGRICULTURAL BUSINESS - Cert of Achievement with 18-29.5 units

AUTO 72 - Collision Repair and Refinishing

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**SLO UPDATES ONLY:**

ENGL 40A - TUTORING WRITING I, (REVISED), **PAGE** SLO ONLY 1

**Dean Feedback:** Pending

**SLO Approval:** 10/22/2018

**Description:** A training program in English composition to prepare student tutors to tutor writing skills in a coherent and supportive manner.

**Rationale for Revision:** Changing SLOs only.

**Pre-requisite(s):** Satisfactory completion of: ENGL 51 or ENGL 56 Concurrent enrollment or satisfactory completion of: ENGL 1A

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**Dean Feedback:** Pending

**SLO Approval:** 10/22/2018

**Description:** An advanced training program in English composition to prepare students to tutor writing skills in a coherent and supportive manner.

**Rationale for Revision:** Changing SLOs only.

**Pre-requisite(s):** Satisfactory completion of: ENGL 40A Concurrent enrollment or satisfactory completion of: ENGL 1A

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#### **CURRICULUM REVIEW:**

##### COMSC 8 - DIGITAL LOGIC FUNDAMENTALS, (REVISED), **PAGE 1**

**Dean Feedback:** 8/27/18

**SLO Approval:** 10/15/18

**Description:** Properties of switching algebra. Minimization of algebraic function using Karnaugh maps and DeMorgan's theorem. Design of combinational logic networks. Design of sequential logic devices including flip-flops, registers, and counters. Analysis and applications of digital devices. Analysis and design of synchronous and asynchronous sequential state machines, state table derivation and reduction. Use HDL compilers, schematic capture, TTL circuit implementation, and logic simulations tools. Logic design implementation using PLD, FPGA, and TTL.

**Rationale for Revision:** DIGITAL LOGIC FUNDAMENTALS meets lower division requirements for computer science and engineering. This course also meets the transfer requirements for engineering at both the CSC and UC systems targeting computer science, computer engineering, and electrical engineering.

**Pre-Requisite(s):** Satisfactory completion of: COMSC 9A; MATH 52

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##### COMSC 2 - COMPUTER ASSEMBLY LANGUAGE, (REVISED), **PAGE 5**

**Dean Feedback:** 8/27/18

**SLO Approval:** 10/15/18

**Description:** Basic operating principles and structure of digital computers including addressing mode, stack manipulation, interrupt processing, fixed and floating point formats, subroutines, features of assemblers, directives, symbol tables, and macros. Programs are written using typical operating systems and machine language for typical modern processors.

**Rationale for Revision:** COMSC-2 Computer Assembly Language unit load will be changed from 4-units to 3-units to comply with ADT unit requirements for transfer degree in computer science. Additionally, the cross-listing reference to ELECT-25 has been eliminated.

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##### COMSC10L - COMPUTER LITERACY, (REVISED), **PAGE 9**

**Dean Feedback:** 8/27/18

**SLO Approval:** 10/15/18

**Description:** Introduction to the computer and its applications. A survey of the history of computers, hardware, software, social aspects and problem-solving techniques. Hands-on microcomputer object oriented programming will be examined.

**Rationale for Revision:** This course is being updated to correct lab vs. lecture hour needs.

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##### COMSC 20 - BEGINNING WEB PUBLISHING WITH HTML, (REVISED), **PAGE 12**

**Dean Feedback:** 9/4/18

**SLO Approval:** 10/15/18

**DE Approval:** 10/12/18

**Description:** Fundamentals of web publishing using HTML, covering design, writing, and maintenance of webpages. Emphasis on real-life informational and interactive presentation to include testing, revising and maintenance of web presentation on the World Wide Web.

**Rationale for Revision:** Periodic update and YCCD and state compliance.

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COMSC 15 - DISCRETE STRUCTURES FOR COMPUTER SCIENCE, (REVISED), **PAGE 16**

**Dean Feedback:** 8/27/18

**SLO Approval:** 10/15/18

**Description:** Introduction to the essential discrete structures for computer science with applications. Topics include: proof techniques, counting rules, elementary formal logic and set theory, functions, recursive analysis, digital logic and combinatorial circuits, real number representation, regular expressions, and finite automata. Prerequisite: MATH 20 and COMSC-9A or COMSC-12.

**Rationale for Revision:** Discrete Structures for Computer Science completes the requirements for the computer science ADT. A lab programming component is required to satisfy the COMP 152 C-ID descriptor to be completed within the computer science department.

**Pre-requisite(s):** Satisfactory completion of: MATH 20; COMSC 9A or COMSC 12)

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COMSC 5 - INTRODUCTION TO UNIX OPERATING SYSTEM, (REVISED), **PAGE 22**

**Dean Feedback:** 8/27/18

**SLO Approval:** 10/15/18

**Description:** Comprehensive introduction to the UNIX operating system. Topics to include system programming and management covering file protection, directory control, and vi. Creation of make files and source code control concepts. Use of operating system calls and dynamic memory allocation. System libraries, relocation, and linking concepts including handling of symbol tables. I/O redirection, network utilities, managing processes, pipes, regular expressions, and shell programming.

**Rationale for Revision:** The Unix course IT-43AR has been moved to the computer science department and is replaced by COMSC-5

**Pre-requisite(s):** Satisfactory completion of: COMSC 9A

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GEOG 5 - WORLD REGIONAL GEOGRAPHY, (NEW), **PAGE 26**

**Dean Feedback:** 9/10/18

**SLO Approval:** 10/15/18

**Description:** Survey of the world's culture regions and nations as interpreted by geographers, including physical, cultural, and economic features. Emphasis on spatial and historical influences on population growth, transportation networks, and natural environments. Identification and importance of the significant features of regions.

**Rationale for Revision:** Yuba currently offers a cultural geography class but not a world regional geography. Both courses would be necessary for a Geography degree, and might be a future option, but we currently don't have the staff and student interest necessary to support both classes. The reason for the creation of the World Regional Geography as the replacement of the Cultural Geography is it will be part of the Early Childhood Education Associates Degree. The assumption is it will not only get the general student interest, it will also get additional students pursuing the ECE degree.

**GE Petition:** Area B: Area B: Social and Behavioral Sciences, Multicultural Graduation Requirement

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GEOLOGY AS-T DEGREE, AS-T, (NEW), **PAGE 30**

**Dean Feedback:** 9/10/18

**SLO Approval:** 10/15/18

**Description:** Geology is an interdisciplinary science that combines geological observations and concepts with those of physics, chemistry, biology and mathematics in order to study the earth, its physical environments, and its history. By studying rocks,

fossils, and minerals, and by learning to read and interpret maps, geologists seek to understand those geologic principles and processes that shape the earth and its environments.

**Rationale for Revision:** All of the courses necessary for the degree are currently taught. This degree would allow students to attain a transfer degree at Yuba College and guarantee admission to a CSU campus.

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**BIOLOGY-ALLIED HEALTH, AS, (NEW), PAGE 31**

**Dean Feedback:** 9/7/18

**SLO Approval:** 10/1/18

**Description:** The Biology-Allied Health degree is designed to provide a broad base of knowledge and skills to support students' development into competent health care professionals. The degree requirements parallel many of the prerequisites required in allied health programs. A common core of courses provide a foundation in human anatomy, human physiology, and general psychology. The options provide an opportunity to focus on a specific allied health career field. Students earning this degree will be well prepared to satisfy the prerequisite course requirements for admission into a variety of California Community College, California State University, and private college and university undergraduate Allied Health programs such as Nursing (LVN, ADN, BSN), Respiratory Care, Radiologic Technology, Physical Therapy Assistant, Occupational Therapy Assistant, and Dental Hygiene as well as graduate Allied Health programs in Physical Therapy and Occupational Therapy. This degree also provides foundational knowledge of human biology, psychology, and communication for other professions in hospitals, health clinics, and medical offices.

**Rationale for Revision:** Many students need a degree to prepare for their entry into various Allied Health programs. This degree will prepare them for entrance into programs such as nursing (both ADN and BSN programs), respiratory care, occupational therapy assistant, dental hygiene, radiologic technology, physical therapy assistant, physical therapy and occupational therapy. (Some of these allied health programs may require additional prerequisites or more advanced degrees.) This degree will also provide foundational knowledge of human biology, psychology, and communication for other professions in hospitals, health clinics, and medical offices.

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**GNBUS 1 - BUSINESS INFORMATION SYSTEMS, (REVISED), PAGE 34**

**TABLED FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 2/20/2018

**SLO Approval:** 3/1/2018

**DE Approval:** 10/25/18

**Description:** Examination of information systems in business. Focus on information systems, database management systems, networking, e-commerce, ethics and security, computer systems hardware and software components. Application of these concepts and methods through projects developing computer-based solutions to business problems.

**Rationale for Revision:** Required for Business AS-T model. Modeled after C-ID BUS 140. / responded to C-ID reviewer comments regarding BCA 1. Previously BCA 1; changing to GNBUS 1 to realign all business program curriculum. Course needed to have lab component to fulfill practical exercises using spreadsheets, databases, and internet technology.

**DE Petition:** Online

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**GNBUS 8 - HUMAN RESOURCE MANAGEMENT, (REVISED), PAGE 40**

**TABLED FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 8/15/18

**SLO Approval:** 4/6/2018

**DE Approval:** 10/25/18

**Description:** Foundations for the contemporary theory and practices relating to the management of people, managing human resources within an organization, and basic personnel processes.

**Rationale for Revision:** This is a 2 year CTE with the following revisions: Change in SLO's, textbook updated Change from MGMT to GNBUS Deactivate MGMT 15 when GNBUS 8 approved Degrees and certs being updated to include GNBUS 8 and to remove MGMT 15

**DE Petition:** Online

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GNBUS 9 - ORGANIZATIONAL MANAGEMENT, (REVISED), **PAGE 43**  
**TABLED FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 4/2/2018  
**SLO Approval:** 4/6/2018  
**DE Approval:** 10/25/18

**Description:** Assists students in understanding and applying theories of management and psychology to human behavior in the workplace. Increases awareness of individual and group behaviors, conflict, resolution, and leadership and organizational dynamics.

**Rationale for Revision:** Change from MGMT 35 to GNBUS 9 Deactivate MGMT 35 when GNBUS 9 is approved Degrees and Certs with MGMT 35 being revised to include GNUS 9

**DE Petition:** Online

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GNBUS 30 - BUSINESS COMPUTER APPLICATIONS, (REVISED), **PAGE 46**  
**TABLED FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 8/15/18  
**SLO Approval:** 4/4/2018  
**DE Approval:** 10/25/18

**Description:** Develop beginning to intermediate skills using computer office applications. Basic features of word processing, spreadsheet, and presentation software are covered. Hands-on activities will focus on creating simple, integrated documents for business, personal and academic purposes. Typing skills are advised.

**Rationale for Revision:** Changing BCA 15 to GNBUS 30 Removing vendor specific references. Removed Access to allow for more time in spreadsheets and other apps. Leaving as a GE course Leaving as CSU Transferable course DE Addendum attached

**GE Petition:** Area D2: Communicative and Analytical Thinking

**DE Petition:** Online, Hybrid

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GNBUS 32 - WORD PROCESSING APPLICATION, (REVISED), **PAGE 50**  
**TABLED FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 2/20/2018  
**SLO Approval:** 4/6/2018  
**DE Approval:** 10/25/18

**Description:** Basic and advanced features of word processing. Topics include creating, editing, and saving documents; file management; basic text, paragraph, and page formatting; page numbering; printing options; tables and columns; advanced formatting, charts, forms, styles, graphics, borders, shading, drawing, macros, sort, and merge features.

**Rationale for Revision:** Created GNBUS 32 with 3 units to replace BCA22A, BCA22B, OA17A, OA17B Reduce repetitive courses throughout business curriculum.

**DE Petition:** Online

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GNBUS 33 - SPREADSHEET APPLICATION, (REVISED), **PAGE 53**  
**TABLED FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 2/27/2018  
**SLO Approval:** 2/23/2018  
**DE Approval:** 10/25/18

**Description:** Learn features of spreadsheet software applications using the interface, working with text labels, values, formulas, functions, editing and formatting. Spreadsheets designed for decision-making, creating charts, list and data management. Includes advanced formatting options, financial functions, 3-D formulas, and other advanced functions. Hands-on coursework that focuses on business, academic and personal applications.

**Rationale for Revision:** *Eliminating BCA 33A and 34 Moving from BCA to GnBus Increasing unit load and course requirements to meet Acct and Business needs.*

**DE Petition:** Online

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GNBUS 34 - PRESENTATION APPLICATION, (REVISED), **PAGE 57**  
**TABLED FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:**  
**SLO Approval:** 2/21/2018  
**DE Approval:** 10/25/18

**Description:** Learn the basics of presentation application software and more: create presentations, add visuals, include elements and data from other sources, modify master slides and timings. Customize, prepare for distribution and deliver presentations. Familiarity with keyboard recommended.

**Rationale for Revision:** *Eliminating BCA 26 Creating GNBUS 34 Removing vendor specific references*

**DE Petition:** Online, Hybrid

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GNBUS 37 - INTRODUCTION TO DATABASE APPLICATIONS, (REVISED), **PAGE 60**  
**TABLED FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 2/20/2018  
**SLO Approval:** 2/21/2018  
**DE Approval:** 10/25/18

**Description:** Use database applications to develop simple to complex databases in an operating system environment. Design databases, sort and filter records, create input forms and custom-formatted reports.

**Rationale for Revision:** *Move from BCA to GnBus Remove vendor specific reference from title and description Deactivate BCA 37A when GnBus 37 is active.*

**DE Petition:** Online

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GNBUS 41 - COMPUTER OPERATING SYSTEMS, (REVISED), **PAGE 63**  
**TABLED FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 2/20/2018  
**SLO Approval:** 2/21/2018  
**DE Approval:** 10/25/18

**Description:** Gain a comprehensive understanding of computer operating systems, including the new features of the operating system. This course focuses on daily tasks such as creating and organizing files, customizing the workspace, fine-tuning performance, maintaining and protecting your computer. Additional topics include using the internet, basic e-mail skills, performing searches and networking. Students are challenged to apply what they learn to real-life tasks, preparing them to easily transfer skills to new situations.

**Rationale for Revision:** *We are proposing the following: 1) Description to not be defined by versions of Microsoft Windows or specific software vendor (due to multiple software version releases) 2) Not having various versions listed in college catalog (e.g. BCA 41A, BCA 41B, etc) Just want GNBUS 41 (not BCA) 3) Keeping course number uniform 4) Will eliminate all other course listings with BCA 41 numbering 5) Note: Business program is beginning the migration of all OA and BCA courses to the GNBUS classification. Hence this course will be GNBUS 41 instead of BCA 41. All BCA's will eventually be deactivated.*

**DE Petition:** Online

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GNBUS 63 - LEGAL OFFICE PROCEDURES, (REVISED), **PAGE 66**  
**TABLED FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 2/21/2018

**SLO Approval:** 4/6/2018  
**DE Approval:** 10/25/18

**Description:** This class explores the legal office environment, current legal office procedures, and preparation of legal documents using up-to-date office technology.

**Rationale for Revision:** Remove OA, change to GNBUS Degrees and certs will be modified to reflect change

**DE Petition:** Online

**Pre-requisite(s):** GNBUS 32 and GNBUS 15A are recommended.  
GNBUS 15A and GNBUS 32 are recommended to complete homework assignments.

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**GNBUS 64 - MEDICAL WORD PROCESSING, (REVISED), PAGE 70**  
**TABLED FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 2/21/2018  
**SLO Approval:** 4/6/2018  
**DE Approval:** 10/25/18

**Description:** Medical document editing, utilizing partial speech recognition documentation/voice processing and transcription from physician dictation. Course work will encompass general medical/surgical fields and specialties such as OB-GYN, pediatrics, orthopedics, and cardiovascular medicine.

**Rationale for Revision:** Change from OA 55 to GNBUS 64 Revising certs and degrees too

**DE Petition:** Online

**Pre-requisite(s):** Satisfactory completion of: OA 17B; OA 52 or GNBUS 52; GNBUS 32

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**GNBUS 65 - MEDICAL OFFICE PROCEDURES, (REVISED), PAGE 75**  
**TABLED FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 2/21/2018  
**SLO Approval:** 4/6/2018  
**DE Approval:** 10/25/18

**Description:** Students will learn the role of a front office administrative assistant by mastering medical office duties and becoming proficient in the creation and maintenance of medical records.

**Rationale for Revision:** This is not a new course. Changing from OA to GNBUS

**DE Petition:** Online

**Pre-requisite(s):** Satisfactory completion of: GNBUS 55A; GNBUS 32 or OA 15A; OA 17A

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**GNBUS 66 - MACHINE CALCULATION, (REVISED), PAGE 79**  
**TABLED FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 2/20/2018  
**SLO Approval:** 4/6/18

**Description:** Skill development in the operation of the electronic display and printing calculators. Functions include: addition, subtraction, multiplication, division, memory, percentages, and interest calculations to solve typical business problems. Speed and accuracy by touch method emphasized.

**Rationale for Revision:** Change to GNBUS 22 from OA 22. Streamlining business program courses, degrees, and certificates. Deactivating all OA courses as they are transitioned to General Business.

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**CURRICULUM THAT IS CURRENTLY TABLED:**

INTRODUCTORY WELDING TECHNOLOGIES - CERT OF ACHIEVEMENT WITH 12-17.5 UNITS, (NEW DEG/CERT), **PAGE 37**

**TABLED INDEFINITELY FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 8/15/18  
**SLO Approval:** 8/27/2018

**Description:** This certificate will introduce a variety of welding and cutting processes which students will experience in their welding career.&nbsp; This will help students to understand the various processes and help them to make decisions which will help them focus their efforts for future employment.

**Rationale for Revision:** *Replace the Welding technologies certificate which has outdated information, and meet local needs*

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ENGR 3 - PLANE SURVEYING, (REVISED)

**TABLED INDEFINITELY FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 8/27/18  
**SLO Approval:** 8/20/2018

**Description:** This is the foundation course in surveying and geomatics for engineers, especially civil engineers. It is intended to introduce students to the theory and practice of surveying. Prerequisite: MATH 21

**Rationale for Revision:** *Periodic update and program course maintenance.*

**Pre-requisite(s):** Satisfactory completion of: MATH 21

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ENGR 4 - ENGINEERING GRAPHICS AND DESIGN, (REVISED)

**TABLED INDEFINITELY FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 8/27/18  
**SLO Approval:** 9/10/2018

**Description:** This course covers the principles of engineering drawings in visually communicating engineering designs and an introduction to computer-aided design (CAD). Topics include the development of visualization skills; orthographic projections; mechanical dimensioning and tolerancing practices; and the engineering design process. Assignments develop sketching and 2-D and 3-D CAD skills. The use of SolidWorks Engineering Design and Analysis software is an integral part of the course. Students will be expected to pass the CSWA exam as part of this course.

**Rationale for Revision:** *Periodic course update and maintenance.*

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ENGR 45 - PROPERTIES OF MATERIALS, (REVISED)

**TABLED INDEFINITELY FOR THE FIRST TIME 10.19.18 (REQUESTED BY COURSE ORIGINATOR)**

**Dean Feedback:** 8/27/18  
**SLO Approval:** 8/20/2018  
**DE Approval:** PENDING

**Description:** An introductory course in properties of materials used in engineering; emphasis on the theory underlying the behavior of engineering materials. Includes a face-to-face laboratory component covering the testing of metals, polymers, composites, wood, and other materials.

**Rationale for Revision:** *Add DE addendum and allow this course to be offered as a hybrid course*

**DE Petition:** Hybrid



***Pre-requisite(s):*** Satisfactory completion of: CHEM 1A; PHYS 4A