

**Bakersfield College Curriculum Committee Minutes**  
**Collins Conference Center**  
**February 21, 2013**

Present: John Carpenter, Billie Jo Rice, Cari Meyer, Kimberly Van Horne, Kathy Hairfield, Emily Madigan, Creighton Magers, Mark Staller, Duane Anderson, Qui Jimenez, Carl Dean, Dawn Dobie, Arnie Andrasian, Nick Strobel, Mike Daniel, Mike Harvath, Sue Granger-Dickson, Danitza Romo.

Administrators Present: Liz Rozell, Sue Vaughn

Absent: Lindsay Ono, Leslie Reiman, Paula Parks, Elizabeth Rodacker, Bernadette Towns, Tim Capehart, Jennifer Johnson, Moya Arthur, Nan Gomez-Heitzeberg

Unrepresented Departments: Performing Arts

I. Called to Order

Billie Jo Rice called the meeting to order at 2:36 pm.

II. Approval of Minutes

m/s Dawn Dobie/Carl Dean to approve the minutes as amended. Motion passed by a unanimous vote.

III. Reports

A. Curriculum Status Update

1. Curriculum Clinic Support Groups 2/28/, 3/14, 4/11

2:30 – 4:00 in L148. Billie Jo stated that Bernadette Towns said that someone from Assessment Committee will be at these clinics to help. Members were encouraged to go back to their departments and encourage faculty to attend the clinics.

2. Content Review Guidelines Task Force

Billie Jo stated that the task force will be meeting to create uniform guidelines for the content review sheets.

3. Prerequisite Task Force

Billie Jo stated that since only two committee members have volunteered to be on the task force, we will be seeking members from the Academic Senate.

B. Articulation Officer

1. Sue Granger – Dickson reported that Economics courses will need an elementary math prerequisite to meet CID approval. Faculty was asked to tell their department chairs to go to the website [www.c-id.net](http://www.c-id.net) to see if the course descriptors match their areas. There is a push from the state for courses to be CID approved.

#### IV. Curricunet

A. Billie Jo stated that we were just informed that all issues in curricunet must be cleared up before the new Meta version can be installed. We have been operating curricunet with the understanding that we were to just work through the current issues in curricunet because Meta was going to be installed soon. Now, we must document all curricunet issues. Faculty were asked to email any issues they experience with curricunet to Billie Jo and John.

#### V. Apprenticeship Courses

A. Duane Anderson stated that he will submit 59 apprenticeship courses in curricunet tomorrow. It has been a hard struggle for the last year to fit the apprenticeship courses into the Curricunet Matrix. He omitted the textbooks because there was not an author or published date as they are publications from the State of California. A suggestion was made to document the publications as new faculty teaching the course could find it helpful.

#### VI. Unfinished Business

A. BIOL B16 General Microbiology – proposed revision

Biology B16 is a five unit course with a proposed prerequisite change to Chemistry B11. The Allied Health Department objects to the change in prerequisites. The Biology course meets the CID descriptor.

m/s Nick Strobel/Sue Granger-Dickson to approve course revision of BIOL B16 as submitted. Motion passed 14-2 with Kathy Hairfield and Jennifer Johnson (proxy) opposing.

#### VII. Proposed Course Revisions

John Carpenter stated the Fire Courses textbooks were out of date because they are provided by the Federal Government and aren't updated on a regular basis. There is a transfer agreement with other schools that don't have similar Fire courses.

m/s Mark Staller/Nick Strobel to approve the following course revisions. Courses designated DE (Distance Ed) are requesting DE as method of instruction. The committee has considered the rigors of the DE requirements and feels these courses have met those rigors. Motion passed by a unanimous vote.

ENGL B50 Introduction to College Composition

FIRE B4 Fire Behavior and Combustion – DE

FIRE B5 Fire Prevention - DE

FIRE B6 Fire Protection Equipment/Systems - DE

FIRE B25A Wildland Fire Behavior - DE

FIRE B25B Wildland Firefighter Safety and Survival - DE

FIRE B25C Wildland Fire Operations - DE

FIRE B25D Wildland Public Info. Officer, Prevention, & Investigation - DE

FIRE B25E Wildland Fire Logistics, Finance, and Planning - DE

FIRE B62 Fire Fighter I Academy  
MUSC B15B Ear Training and Sight Singing  
PSYC B1B – Biological Psychology – change in prereq for C-ID status  
THEA B28 Technical Theatre Laboratory

VIII. m/s Nick Strobel / Kathy Hairfield to approve the following course deletions.

ACDV B68 Basic Writing Development  
ACDV B78 Understanding Basic Math  
ACDV B91 Communication Skills  
HIST B3 Modern Global Societies  
MATH B255 Math Problem Solving

IX. Good and Welfare Concerns

A. List of courses from previous agendas is dwindling. There was a BC All email sent out with a deadline of February 28<sup>th</sup> to fix the revisions or they will be removed from the approval queue. Arnie Andrasian stated he is working on revising Math B4a.

B. Sue Granger-Dickson stated that COMS B35 is hurting the Engineering students. Four year colleges prefer COMS B35 because of the prerequisites. Engineering B19 appears to be a lower class but it is actually higher. This is negatively impacting Engineering students. COMS B35 should have the prerequisites removed.

C. New Courses / Certificates / Degrees: Billie Jo stated that she is notifying Nan Gomez – Heitzeberg of the new proposals. Nan works with the Dean and Faculty Chair to determine if it is a good time to be adding the new proposals.

D. Generalist vs Specialist – There will be two person teams as generalists reviewing courses. Curricunet Meta will have a feedback loop in order for originators and reviewers to receive email alerts when changes are made/requested. We will be training to become generalists in the next few meetings. Everyone should start writing down what they review in curricunet in their current role and email it to John.

X. Adjournment – Billie Jo adjourned the meeting at 3:45 pm.

Respectfully submitted,

Sharon Bush  
Academic Services Assistant