

**PASADENA CITY COLLEGE
CURRICULUM AND INSTRUCTION COMMITTEE
MINUTES OF MEETING
THURSDAY, SEPTEMBER 19, 2019**

CALLED TO ORDER: 1:26 p.m.

CO-CHAIRPERSONS: Sharon Bober
Tamara Knott-Silva

The following Curriculum and Instruction Committee members were present:

FACULTY CHAIRPERSONS

Sharon Bober
Tamara Knott-Silva

INSTRUCTIONAL UNITS

Wendy Lucko, Business, Engineering & Technology
Jeff Hupp, Counseling and Career Services
Manuel Perea, English
Sebrenia Law, Health Sciences
Walter Butler, Library
Margaret Boles, Mathematics and Computer Science
John Hanley, Natural Sciences
Henry Shin, Performing & Communication Arts

DIVISION DEANS

Isela Ocegueda
Lynora Rogacs
Natalie Russell

MEMBERS EX-OFFICIO

Sharis Amirian, Articulation Officer
Armando Duran, Counseling & Student Success Services

VISITORS

Tanysha Laney
Carrie Starbird

I. WELCOME

Self-introductions were made.

In accordance with the Ralph M. Brown Act and SB 751, the minutes of the Curriculum and Instruction Committee of Pasadena City College record the votes of all committee members as follows: (1) Members not present are presumed not to have voted; (2) the names of members of minority or abstaining votes are recorded; (3) all other members are presumed to have voted in the majority.

II. PUBLIC COMMENT

There was no public comment.

III. APPROVAL OF MINUTES

Meeting Minutes for September 12, 2019.

ON MOTION by Isela Ocegueda, and seconded by Wendy Lucko, the committee voted to approve the minutes from meeting 3. ABSTAIN = 2 (Jeff Hupp, Margaret Boles)

IV. COMMITTEE DISCUSSION

The committee reviewed and discussed the following:

BP/AP 4020 – Program, Curriculum, and Course Development

BP/AP 4225 – Course Repetition

Discipline Placement Policy

ON MOTION by Walter Butler and seconded by John Hanley, the committee voted unanimously to move discussion of the following to no sooner than September 26, 2019.

BP/AP 4100 – Graduation Requirements for Degrees and Certificates

BP/AP 4025 – Philosophy and Criteria for Associate Degree and General Education

Course updates: Instructional Areas – 6 years, CTE Areas – 2 years

Tech Review of Proposals

ON MOTION by Sharis Amirian and seconded by Walter Butler, the committee took a 5-minute break.

ON MOTION by Wendy Lucko and seconded by John Hanley, the committee voted unanimously to approve the modifications of ELTN 117 and ELTN 130.

ON MOTION by Wendy Lucko and seconded by John Hanley, the committee voted unanimously to approve the removal of prerequisites from ELTN 117.

ON MOTION by John Hanley and seconded by Wendy Lucko, the committee voted unanimously to approve the deletions of BLDG 122, BLDG 151, BLDG 152A, BLDG 152B, BLDG 210A, BLDG 210B, BLDG 220, BLDG 230A, BLDG 230B, BLDG 230C, BLDG 230D, BLDG 232A, BLDG 232B, and BLDG 232C.

ON MOTION by Jeff Hupp and seconded by Wendy Lucko, the committee voted unanimously to approve the deletions of BUILDING CONSTRUCTION – CABINETMAKING AND MILLWORK and BUILDING CONSTRUCTION – CONSTRUCTION LAW Occupational Skills Certificates.

ON MOTION by John Hanley and seconded by Jeff Hupp, the committee voted unanimously to approve the deletion of BUILDING CONSTRUCTION – BUILDING CONSTRUCTION AS/Certificate of Achievement.

ON MOTION by Jeff Hupp and seconded by Lynora Rogacs, the committee voted unanimously to approve the deletions of ELTY 240A, ELTY 240B, ELTY 240C, and ELTY 240D.

ON MOTION by John Hanley and seconded by Sebrenia Law, the committee voted unanimously to approve the modifications of AT 110, AT 111, AT 112, AT 113, AT 114, AT 115, AT 116, AT 117, and AT 118.

ON MOTION by Sebrenia Law and seconded by Jeff Hupp, the committee voted unanimously to approve the modification of ANESTHESIA TECHNOLOGY AS/Certificate of Achievement.

ON MOTION by Lynora Rogacs and seconded by Jeff Hupp, the committee voted unanimously to approve the modification of SOC 020.

ON MOTION by Sharis Amirian and seconded by Lynora Rogacs, the committee voted unanimously to approve the deletions of ART 040, ART 050A, ART 050B, ART 050C, ART 051A, ART 051B, ART 056, ART 057, ART 059, ART 060, ART 061, ART 062, ART 063, ART 064, ART 070, ART 080, ART 081, ART 085A, ART 085B, ART 098, and ART 180.

V. ANNOUNCEMENTS

No announcements.

VI. ADJOURNMENT

ON MOTION by Sharis Amirian and seconded by Wendy Lucko, the meeting adjourned at 3:38 p.m.

ADDENDUM

BUSINESS AND ENGINEERING TECHNOLOGY

MODIFICATION – SLOs, SPOs, catalog description, recommended prep (removed MATH 125) – Effective Summer 2020

ELTN 130 INTRODUCTION TO ELECTRONICS

3 units

Recommended Preparation: TECH 107A.

Introduction to the field of electronics including safety, electronics and the environment, atomic structure, electric charge, current, voltage, and resistance. Simple DC circuits including Ohm's law and Kirchhoff's laws. Reading schematic diagrams. Use of electronics test equipment for measurement, evaluation and troubleshooting. Simple mathematical formulas, scientific notation, use of scientific calculators. Introduction to AC electricity. Introduction to DC and AC electric motors including some uses of motors in modern vehicles. Introduction to digital circuits. Introduction to microcontrollers. Total of 36 hours lecture and 54 hours laboratory.

Grade Mode: L

Rationale: This course is being updated for a 2 year review. Modification of CCOs, SPOs, and catalog description. Changing textbook to OER. Added introduction to embedded programming and PCB design. Removed recommended preparation of Math 125.

MODIFICATION – SLOs, SPOs, catalog description, prereq (remove ELTN 130 and MIT 101), texts, grade option (remove audit) – Effective Summer 2020

ELTN 117 INTRODUCTION TO MICROCONTROLLERS AND EMBEDDED DESIGN

3 units

Introduction to digital circuits including gates, memory circuits, microcontrollers, structured programming concepts and computer numbering systems. Programming microcontrollers and interfacing requirements, A/D and D/A conversion, sensors, user interfaces. Writing and debugging microcontroller programs. Laboratory experiments in the application of embedded microcontrollers and interfacing with digital and analog systems. Total of 36 hours lecture and 54 hours laboratory.

Grade Mode: L

Rationale: Remove prerequisite of ELTN 130 and MIT 101. 2 year review: revision of SLO's/SPO's. Updated texts. Modified catalog description. Removal of Audit grading option.

DELETIONS – Effective Summer 2020

BLDG 122 CONTRACTOR'S LICENSING

3 units

BLDG 151 CABINET AND MILLWORK FOR MODEL HOME CONSTRUCTION

4 units

BLDG 152A CABINETMAKING FOR THE STUDENT BUILT HOME CONSTRUCTION

4 units

BLDG 152B CABINET INSTALLATION & MILLWORK FOR HOME CONSTRUCTION

4 units

BLDG 210A BUILDING CONSTRUCTION

10 units

BLDG 210B BUILDING CONSTRUCTION

10 units

BLDG 220 ESTIMATING FOR BUILDING CONSTRUCTION

3 units

BLDG 230A BUILDING CONSTRUCTION

10 units

BLDG 230B BUILDING CONSTRUCTION

10 units

BLDG 230C BUILDING CONSTRUCTION

10 units

BLDG 230D BUILDING CONSTRUCTION

10 units

BLDG 232A ADDITIONS AND REMODELING

10 units

BLDG 232B ADDITIONS AND REMODELING

10 units

BLDG 232C ADDITIONS AND REMODELING

10 units

Rationale: Courses have not been offered in several years.

BUILDING CONSTRUCTION – CABINET MAKING AND MILLWORK

14 units

Rationale: This is an occupational skills certificate. The Cabinetmaking courses in this certificate have not been taught since Summer 2013.

BUILDING CONSTRUCTION – CONSTRUCTION LAW

9 units

Rationale: This is an occupational skills certificate. Two out of the three required courses have not been taught since the 2016-17 academic year and are being submitted to C&I to be archived.

BUILDING CONSTRUCTION

40 units

Rationale: High unit COA. The main courses for this certificate have not been taught since Summer 2013. Since Arch 014 is a recommended elective for this certificate, the Dean of Visual Arts and Media Studies has been informed that this certificate is being submitted to C&I to be archived.

HEALTH SCIENCES

MODIFICATION – MOIs, MOEs, assignments, grade mode (letter only) – Effective Summer 2020

AT 110 PROFESSIONAL ASPECTS OF ANESTHESIA TECHNOLOGY

2 units

Corequisite: AT 111.

Enrollment Limitations: Enrollment in the Anesthesia Technology Program.

Introduction to Anesthesiology's contribution to quality patient care and the relationship of the Anesthesia Technologist to other Healthcare professionals. Focus is on patient safety, universal precautions, and student safety in the Healthcare environment. Total of 36 hours lecture.

Grade Mode: L

Rationale: Updated texts and modified MOI's and MOE's, assignments, Grade mode: Letter grade only.

MODIFICATION – MOIs, MOEs, grade mode (letter only), texts – Effective Summer 2020

AT 111 BASIC PRINCIPLES OF ANESTHESIA TECHNOLOGY

3 units

Corequisite: AT 110.

Enrollment Limitations: Enrollment in the Anesthesia Technology Program.

Introduction to the theory and concepts of functioning in a surgical environment including a fundamental understanding of a variety of anesthesia equipment and basic case set-up utilizing anesthesia supplies and equipment. Total of 54 hours lecture.

Grade Mode: L

Rationale: Bi-annual CTE review. Updated texts. Modification of MOE, MOIs. Grade mode: Letter grade only.

MODIFICATION – MOIs, MOEs, grade mode (letter only), texts – Effective Summer 2020

AT 112 ADVANCED PRINCIPLES OF ANESTHESIA TECHNOLOGY

3 units

Prerequisite: AT 111.

Corequisites: AT 113, 114, and 116.

Enrollment Limitations: Enrollment in the Anesthesia Technology Program.

Introduction to the theory and concepts of the use and function of anesthesia supplies and equipment used for various surgical procedures to include cases in: General, regional, and conscious sedation. Total of 54 hours lecture.

Grade Mode: L

Rationale: Bi-annual CTE review. Modification to MOIs, MOEs, Grade mode: Letter grade only.

MODIFICATION – SLOs, SPOs, MOIs, MOEs, grade mode (letter only), texts – Effective Summer 2020

AT 113 ANESTHESIA PHARMACOLOGY

3 units

Prerequisites: AT 110 and 111.

Corequisites: AT 112, 114, and 116.

Enrollment Limitations: Enrollment in the Anesthesia Technology Program.

Introduction to the theory and concepts in the proper use and safe practice of delivery and storage of anesthesia medications which includes: Stocking of the drug cart and assisting anesthesia care provider in the preparation of medications. Total of 54 hours lecture.

Grade Mode: L

Rationale: Aligned SLO'S with SPO's; added methods of instruction and evaluation. Updated texts.
Grade Mode: Letter grade only

MODIFICATION – Units (from 3 to 3.5), SLOs, SPOs, MOIs, MOEs, grade mode (letter only), texts
– Effective Summer 2020

AT 114 BASIC ANESTHESIA EQUIPMENT - THEORY AND LAB

3.5 units

Prerequisite: AT 111.

Corequisites: AT 112, 113, and 116.

Enrollment Limitations: Enrollment in the Anesthesia Technology Program.

Introduction to the theories and concepts in the adequate function of anesthesia equipment to include, maintaining equipment, repairing defects and trouble-shooting complications. Total of 54 hours lecture and 45 hours laboratory.

Grade Mode: L

Rationale: The need for the addition of lab hours increasing the total units for this course to 0.5 units is due to accreditation standards addressing increase in technology for patient care. Grade mode: Letter grade only. Update of MOIs, MOEs, and texts.

MODIFICATION – Units (from 3 to 3.5), SLOs, SPOs, MOIs, MOEs, grade mode (letter only), texts
– Effective Summer 2020

AT 115 ADVANCED ANESTHESIA EQUIPMENT-THEORY AND LAB

3.5 units

Prerequisite: AT 114.

Corequisites: AT 117 and 118.

Enrollment Limitations: Enrollment in the Anesthesia Technology Program.

Introduction to the theory and concepts of advanced anesthesia equipment used in cardiac, neurological, and trauma anesthesia. Total of 54 hours lecture and 45 hours laboratory.

Grade Mode: L

Rationale: The need for the addition of lab hours increasing the total units for this course to 0.5 units is due to accreditation standards addressing increase in technology for patient care. MOI and MOE revisions. Grade mode: Letter grade only.

MODIFICATION –SLOs, SPOs, MOIs, MOEs, grade mode (letter only), texts – Effective Summer 2020

AT 116 ANESTHESIA TECHNOLOGY CLINICAL EXPERIENCE I

5 units

Prerequisite: AT 111.

Corequisites: AT 112, 113, and 114.

Enrollment Limitations: Enrollment in the Anesthesia Technology Program.

Introduction to the theory and concepts of clinical practice in Obstetrical, Pediatric, and Outpatient anesthesia to include: General, regional and conscious sedation techniques. Total of 270 hours laboratory.

Grade Mode: L

Rationale: Update texts. Aligned SLO's with SPO's and added methods of instruction and evaluation.
Grade mode: Letter grade only.

MODIFICATION – SLOs, SPOs, MOIs, MOEs, grade mode (letter only), texts – Effective Summer 2020

AT 117 ANESTHESIA TECHNOLOGY CLINICAL EXPERIENCE I

5 units

Prerequisite: AT 116.

Corequisites: AT 115, 118.

Enrollment Limitations: Enrollment in the Anesthesia Technology Program.

Introduction to the theory and concepts of advanced clinical practice skills. Students operate independently as anesthesia technologists in all aspects of patient care including: preoperative, intraoperative, and postoperative surgical phases. Total of 270 hours laboratory.

Grade Mode: L

Rationale: Update Texts. Aligned SLO's with SPO's and added methods of instruction and evaluation.
Grade mode: Letter grade only.

MODIFICATION – SLOs, SPOs, MOIs, MOEs, grade mode (letter only), texts – Effective Summer 2020

AT 118 ANESTHESIA TECHNOLOGY CASE STUDY AND PROGRAM REVIEW

3 units

Prerequisite: AT 116.

Corequisites: AT 115, 117.

Enrollment Limitations: Enrollment in the Anesthesia Technology Program.

Capstone course utilizing theory and concepts of the clinical practicum for demonstrating safe and effective anesthesia care for all surgical patients to include: preoperative, intraoperative, and postoperative management. Total of 54 hours lecture.

Grade Mode: L

Rationale: Update texts and added methods of instruction and evaluation. Grade mode: Letter grade only.

MODIFICATION – Units (from 30 to 31) – Effective Summer 2020

ANESTHESIA TECHNOLOGY – Associate of Science/Certificate of Achievement

31 units

The Anesthesia Technology program prepares the student to be an integral member of the anesthesia patient care team. Emphasis is on fundamental and advanced clinical procedures to assist licensed anesthesia providers in the acquisition, preparation, and application of various types of equipment required for the delivery of anesthesia care.

A Certificate of Achievement is awarded upon completion of all required courses with a grade of C or better.

Anesthesia technicians are integral members of the anesthesia patient care team. Their role is to assist licensed anesthesia providers in the acquisition, preparation and application of various equipment required for the delivery of anesthesia care. This may be performed in a variety of clinical settings such

as: the operating room, interventional and diagnostic radiology, post anesthesia care unit, intensive care unit, cardiac cath lab, emergency room, endoscopy, dental suites, and ambulatory surgery centers.

Job responsibilities may include equipment maintenance and servicing such as cleaning, sterilizing, assembling, calibrating, testing, troubleshooting, and recording of inspections and maintenance. In addition, the anesthesia technician will assist licensed anesthesia providers with patient assessments, evaluations, transport, positioning, insertion of intravenous and other invasive lines, and airway management.

Certification/Accreditation/Eligibility

A Certificate of Achievement and an Associate of Science degree is awarded upon completion of all required courses with a C or better. The two-year program includes one summer session. (67-72 units).

Upon successful completion of the program, the student is eligible to take the American Society of Anesthesia Technicians/Technologists (ASATT) National Certification Examination to become certified as an Anesthesia Technician (Cer. A.T.)

Highlights of the PCC program include professional, experienced academic and clinical instructors, and a multitude of clinical sites with state-of-the-art technology and hands-on instruction. The Anesthesia Technician program is a partnership program with Kaiser Permanente.

Requirements for Admission

1. Graduation from an accredited high school or equivalent.
2. Overall minimum GPA of 2.0 in all required prerequisite courses. An overall minimum GPA of 2.5 in the following prerequisite courses: Speech 010, Physiology 002A/002B or Anatomy 025 and Physiology 001, English 001A, and Chemistry 002A.
3. Current CPR/ Basic Cardiac Life Support (BCLS) certification.
4. Completion of application for admission into the program.

Recommended Preparation:

High school courses in biology, anatomy/physiology, and chemistry with a laboratory.

Required Courses (31 units)

Summer Intersession I

AT 110 – Professional Aspects of Anesthesia Technology (2.0)

AT 111 – Basic Principles of Anesthesia Technology (3.0)

Fall Semester II

AT 112 – Advanced Principles of Anesthesia Technology (3.0)

AT 113 – Anesthesia Pharmacology (3.0)

AT 114 – Basic Anesthesia Equipment – Theory and Lab (3.5)

AT 116 – Anesthesia Technology Clinical Experience I (5.0)

Spring Semester III

AT 115 – Advanced Anesthesia Equipment-Theory and Lab (3.5)
AT 117 – Anesthesia Technology Clinical Experience II (5.0)
AT 118 – Anesthesia Technology Case Study and Program Review (3.0)

Rationale: The need for the addition of lab hours in AT 114 and 115 increasing the total units for each course by 0.5 units to 3.5 units each due to accreditation standards addressing increase in technology for patient care, thus increasing the total units for the program to 31 (from 30).

SOCIAL SCIENCES

MODIFICATION – SLOs, SPOs, assignments, MOIs, MOEs, CCOs, catalog description, grade mode (remove audit), prereq (from permission of dean to permission of faculty member) – Effective Summer 2020

SOC 020 INDEPENDENT STUDY

1 unit

Prerequisite: One semester of sociology.

Enrollment Limitation: Permission of department faculty member.

Independent, faculty-guided student inquiry, project, research, laboratory experiment and/or field investigation in Sociology. Total of 54 hours laboratory.

Transfer Credit: CSU; UC credit limitations. See counselor.

Grade Mode: L, P

Rationale: Modification to SLOs, SPOs, assignments, MOIs, MOEs, CCOs, catalog description, grade mode, prereq (from permission of dean to permission of faculty member.)

VISUAL ARTS AND MEDIA STUDIES

DELETIONS – Effective Summer 2020

ART 040 INTRODUCTION TO DIGITAL ARTS

3 units

ART 050A INTRODUCTION TO GRAPHIC DESIGN & ADVERTISING

3 units

ART 050B INTERMEDIATE GRAPHIC DESIGN & ADVERTISING

3 units

ART 050C ADVANCED GRAPHIC DESIGN & ADVERTISING

3 units

ART 051A TYPOGRAPHY – LETTERING

3 units

ART 051B TYPOGRAPHY – APPLICATION

3 units

ART 056 INTRODUCTION TO DIGITAL PAINTING & DRAWING

3 units

ART 057 MOTION GRAPHICS

3 units

ART 059 CREATIVE CODING FOR THE INTERNET

3 units

ART 060 CREATIVE CODING

3 units

ART 061 CREATIVE CODING FOR MOBILE DEVICES

3 units

ART 062 PHYSICAL COMPUTING FOR ART & DESIGN

3 units

ART 063 USER EXPERIENCE DESIGN (UX)

3.5 units

ART 064 INTRODUCTION TO INTERACTION DESIGN

3 units

ART 070 PRINCIPLES OF ANIMATION

3 units

ART 080 FOUNDATIONS OF INTERACTIVE GAME DESIGN

3 units

ART 081 GAME DESIGN WITH GAME ENGINES

3 units

ART 085A 3D MODELING & SCULPTING

3 units

ART 085B 3D ANIMATION & SIMULATIONS

3 units

ART 098 WEB DESIGN & DEVELOPMENT

3 units

ART 180 DIGITAL MEDIA INCUBATOR

3 units

Rationale: All of these courses have moved from the ART catalog code to the new DMA prefix. The DMA courses were considered additions, so these older ART courses need to be deleted.