

**PASADENA CITY COLLEGE
CURRICULUM AND INSTRUCTION COMMITTEE
MINUTES OF MEETING
THURSDAY, APRIL 30, 2020**

CALLED TO ORDER: 1:20 p.m.

CO-CHAIRPERSONS: Sharon Bober
John Hanley

The following Curriculum and Instruction Committee members were present:

FACULTY CHAIRPERSONS

Sharon Bober
John Hanley

INSTRUCTIONAL UNITS

Salvador Diaz, Business, Engineering & Technology
Jeff Hupp, Counseling and Career Services
Sebrenia Law, Health Sciences
Mike Terrill, Kinesiology, Health and Athletics
Maria Pehlivanova, Languages
Walter Butler, Library
Katharina Rodriguez, Natural Sciences
Henry Shin, Performing & Communication Arts
Bakhtawar Bhadha, Social Sciences
Daisuke Yamaguchi, Visual Arts & Media Studies

DIVISION DEANS

Natalie Russell
Julie Kiotas
Isela Ocegueda
Lynora Rogacs

MEMBERS EX-OFFICIO

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

RESOURCE EXPERT

Matthew Henes, President, Academic Senate

VISITORS

Joseph Futtner
Melissa Anderson
Carrie Starbird

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.

I. WELCOME

Self-introductions were made.

II. PUBLIC COMMENT

None.

III. APPROVAL OF MINUTES

Meeting Minutes for April 23, 2020.

ON MOTION by Bakhtawar Bhadha and seconded by Sebrenia Law, the committee voted to approve the minutes from meeting 8. ABSTAIN = 3 (Daisuke Yamaguchi, Lynora Rogacs, Katharina Rodriguez)

IV. COMMITTEE DISCUSSION

ON MOTION by Jeff Hupp and seconded by Mike Terrill, the committee unanimously approved the modification of ACCT 106A.

ON MOTION by Bakhtawar Bhadha and seconded by Maria Pehlivanova, the committee unanimously approved the modifications of FIRE 110 and FIRE 112.

ON MOTION by Mike Terrill and seconded by Walter Butler, the committee unanimously approved the modifications of FIRE 114 and FIRE 115.

ON MOTION by Jeff Hupp and seconded by Daisuke Yamaguchi, the committee unanimously approved the modifications of FIRE 116, FIRE 142, and FIRE 146.

The committee reviewed and discussed the following:

General Education Requirements

ON MOTION by Bakhtawar Bhadha and seconded by Mike Terrill, the committee unanimously approved the updates made to the General Education Requirements.

Changes from AA to AS Designations

ON MOTION by Daisuke Yamaguchi and seconded by Sharis Amirian, the committee unanimously approved the changes from AA to AS designations for the Engineering and Technology and the Natural Sciences degrees.

Distance Education Addenda
Top Code and Min Quals

ON MOTION by Daisuke Yamaguchi and seconded by Sharis Amirian, the committee unanimously approved a 10-minute break.

Technical Review

V. ANNOUNCEMENTS

None

VI. ADJOURNMENT

ON MOTION by Bakhtawar Bhadha and seconded by Sharis Amirian, the meeting was adjourned at 3:39 p.m.

ADDENDUM

BUSINESS AND ENGINEERING TECHNOLOGY

MODIFICATION – Grade mode – Effective Summer 2021

ACCT 106A VOLUNTEER INCOME TAX ASSISTANCE (VITA) TRAINING

2 units

Preparation for the IRS and California Franchise Tax Board Volunteer Income Tax Assistance Program (VITA). Introduction to federal and California individual tax preparation using the guidelines developed by the IRS. The VITA program certification exam will be administered during this course. Total of 36 hours lecture.

Grade Mode: P, A

Rationale: Two-Year Review. We want to add an Audit option to the grade mode.

MODIFICATION – SLOs, SPOs, CCOs, MOIs, MOEs, assignments, text – Effective Summer 2021

FIRE 110 INTRODUCTION TO FIRE TECHNOLOGY

3 units

Provides an introduction to fire protection; career opportunities in fire protection and related fields; history of fire protection; fire loss analysis; public, quasi-public and private fire protection services; specific fire protection functions; basic fire chemistry and physics. Total of 54 hours lecture.

Grade Mode: L, A

Rationale: The course outline needs revision and revision to SLO's and SPO's. Revision of CCOs, Methods of Instruction, Methods of Evaluation and Assignments. Update to book #2 edition.

MODIFICATION – Catalog description, SPOs, MOIs, MOEs, assignments – Effective Summer 2021

FIRE 112 FUNDAMENTALS OF FIRE BEHAVIOR AND CONTROL

3 units

Theories and fundamentals of how fires start, spread and are controlled. In depth study of fire chemistry and physics, fire characteristics of materials, extinguishing agents and fire control techniques. Total of 54 hours lecture.

Grade Mode: L, A

Rationale: The course needs revision of SPO3. Addition of Methods of Instruction, Methods of Evaluation, Assignments and catalog description.

MODIFICATION – MOIs, MOEs, assignments – Effective Summer 2021

FIRE 114 FUNDAMENTALS OF FIRE PREVENTION

3 units

Prerequisites: Enrollment in or completion of FIRE 110 or 112.

Organization and function of fire prevention agencies; inspection, surveying and mapping procedures; recognition of fire hazards; engineering a solution to hazards; enforcement of solution; public relations. Total of 54 hours lecture.

Grade Mode: L, A

Rationale: Revision of MOI, MOE, Assignments and Course Materials. Addition of Form Bs.

MODIFICATION – SPOs, CCOs, MOIs, MOEs, assignments, texts – Effective Summer 2021

FIRE 115 FUNDAMENTALS OF PERSONAL SAFETY AND EMERGENCY ACTION
3 units

Provides basic skills in assessing fire dangers, handling common fire situations in the home and/or industry, basic CPR and standard first aid education. Study and investigate a lifestyle that promotes health, fitness, mental and physical preparation for and in an emergency profession. Does not meet CPR certification. Total of 54 hours lecture.

Grade Mode: L, A

Rationale: Revision of SPO's, and CCOs. Addition of Methods of Instruction, Methods of Evaluation, and Assignments, texts.

MODIFICATION – SLOs, SPOs, MOIs, MOEs, assignments – Effective Summer 2021

FIRE 116 FIRE FIGHTING TACTICS AND STRATEGY

3 units

Prerequisites: FIRE 110 or 112.

Review of fire chemistry, equipment and manpower, basic fire fighting tactics and strategy; methods of attack; preplanning fire problems. Total of 54 hours lecture.

Grade Mode: L, A

Rationale: Revision of SLO's and SPO's, MOI, MOE and Assignments

MODIFICATION – Catalog description, SLOs, SPOs, CCOs, MOIs, MOEs, assignments – Effective Summer 2021

FIRE 142 BUILDING CONSTRUCTION FOR FIRE PROTECTION

3 units

Fundamental building construction and design, fire protection features, special considerations. Focus on fire prevention strategies, fire resistant materials and assemblies. Total of 54 hours lecture.

Grade Mode: L, A

Rationale: Course needs revision of SLOs, SPOs and CCOs. Revision of Methods of Instruction, Methods of Evaluation of Student Performance, Assignments and Catalog Description.

MODIFICATION – Catalog description, SLOs, SPOs, CCOs, MOIs, MOEs, assignments – Effective Summer 2021

FIRE 146 FIRE INVESTIGATION

3 units

Arson laws and types of incendiary fires. Methods of determining fire causes, recognizing and preserving evidence, interviewing and detaining witnesses. Procedures in handling juveniles, court procedures and giving court testimony. Total of 54 hours lecture.

Grade Mode: L, A

Rationale: Course needs revision and organization of SLOs and SPOs. Revision of Methods of Instruction, and Methods of Evaluation of Student Performance. Catalog description, and assignments.