



Curriculum Committee
Butte College
3536 Butte Campus Drive
Oroville, CA 95965

TO: Curriculum Committee Members
FROM: Patrick McDougall, Chairperson
SUBJECT: Curriculum Committee Meeting

Curriculum Committee meeting is Monday, August 31, 2026, 3:00-5:00 p.m. (Board Room SAS 360)

AGENDA

1. **Agenda Adoption - 1 minute**

2. **Minutes Approval - 1 minute**

A. May 4, 2026
3. **Public Comments - 3 minutes**

Members of the public are invited to comment on items not on the agenda
4. **General Announcements - 3 minutes**

Curriculum Committee members are invited to make announcements to the committee
5. **Articulation Officer Announcements - 2 minutes**

6. **Information Item(s) - 2 minutes**

A. 2-Year CE Program Review for 2025-26

 1. **Law Enforcement Academy (AJLE)**
 2. **Fire Fighter Academy (FSC)**
 3. **Emergency Medical Services (EMS)**
 4. **Respiratory Care (RT)**

B. Pedagogical Cap Change(s)

 1. **NSG 50 - Principles of I.V. Therapy and Blood Withdrawal**
From 30 to 15
Rationale: *Scheduling options*
Effective Term: Summer 2026

C. Program Modification(s)

 1. **AA Degree in Language Arts**
Catalog Description: *This program meets the lower division major preparation for a similar major at CSU, Chico.*
Modification: Change in select 12 units (delete CHIN 1, CHIN 2, GERM 3, GERM 4, ITAL 1, LATN 1, and LATN 2); no change in units
Rationale: *Program updated to reflect course deletions approved on 9/22/2025*
Effective Term: Fall 2026
7. **Consent Agenda**

8. Action Item(s)

A. New Course(s) – 5 minutes

1. **BCIS 384 - Basics of Computers (0 Units)**

Catalog Description: *This course provides students who have limited personal computer experience with the basic technology skills needed to send business-appropriate emails; manage files and folders; and use basic search features of internet browsers to locate information and create and manage personal logins following established security practices. The focus of this course is on preparing those students who are pursuing careers in business environments. Unlimited repeats. Satisfactory/Unsatisfactory.*

Contact Hours: 8.50 Lecture/25.50 Lab

Credit Status: Noncredit

Disciplines: Computer Science (Masters Required), or Office Technologies

Grading Method: Satisfactory/Unsatisfactory Only

Mirrored Course: BCIS 84

Noncredit Category: J – Workforce Preparation

Orientation: Exempt

Ped Cap: 25

Program Status: Standalone

Repeatability: Unlimited

SAM Code: C – Clearly Occupational

Transfer Status: Non-transferable

Rationale: *Noncredit course opportunity for community members*

Effective Term: Fall 2027

2. **BCIS 84 - Basics of Computers (1 Unit)**

Catalog Description: *This course provides students who have limited personal computer experience with the basic technology skills needed to send business-appropriate emails; manage files and folders; and use basic search features of internet browsers to locate information and create and manage personal logins following established security practices. The focus of this course is on preparing those students who are pursuing careers in business environments.*

Minor Modification: Change in materials of instruction

Rationale: *Course mirrored with BCIS 384*

Effective Term: Fall 2027

B. Course Modification(s) – 8 minutes

1. **ART 34 - Graphic Design II (3 Units)**

Catalog Description: *This is an intermediate course in graphic design. Students will apply design principles and tools of graphic design learned in Graphic Design I. Concentration is on increasing skill levels for developing advanced design techniques for print and online.*

Major Modification: Change in prerequisite (add ART 31), catalog description, methods of instructions, methods of evaluation, and examples of assignments

Rationale: *Course update*

Effective Term: Fall 2027

2. **WLD 50 - Pipe Fitting and Cutting (2 Units)**

Catalog Description: *This course assists students in pipe fitting, measurements, patterns, marking and layout tools used in the pipe welding industry. Techniques of fitting and cutting various pipe joint designs will be practiced.*

Major Modification: Change in prerequisites (add WLD 21; delete WLD 22, WLD 24, WLD 25, WLD 26, WLD 40, and WLD 154), ped cap (from 25 to 23), objectives, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2027

3. **WLD 55 - Power Generation and Petroleum Chemical Pipe & Tube Welding (5 Units)**

Catalog Description: *This course teaches shielded metal arc welding (SMAW), gas metal arc welding (GMAW), flux core arc welding (FCAW), gas tungsten arc welding (GTAW), oxyacetylene welding (OAW), and oxy-fuel cutting (OFC) processes on several piping systems. A variety of materials and configurations on sub-critical pipe welding to include pressure and power systems, cross-country transmission, water transmission and pipeline welding will be studied. Special attention and performance to the American Petroleum Institute (API) 1104 and American Society of Mechanical Engineers (ASME) Section IX code specifications for certification will be practiced. Intense training in pipe fitting, measurements, marking and layout tools used in the pipe welding industry will be stressed. Techniques of layout, cutting, fitting, and welding of various pipe joint designs will be performed.*

Major Modification: Change in prerequisites (add "Permission of instructor"; delete WLD 22, WLD 24, WLD 25, WLD 26, WLD 28, WLD 30, WLD 32, WLD 34, WLD 36, WLD 40, WLD 42, WLD 50, WLD 56, and NCCER Level III Welding Qualification), corequisites (delete WLD 158), catalog description, methods of instruction, methods of evaluation, examples of assignments, and materials of instruction

Rationale: *Curriculum review*

Effective Term: Fall 2027

4. **WLD 56 - Welding Industry Employment Preparation (3 Units)**

Catalog Description: *This course teaches job seeking skills demanded of welders in the industry today. Topics include a comparison of prospective employers within the welding industry, preparation for taking employment required skills tests, portfolio development, job-specific interview techniques and work place ethics and professionalism.*

Major Modification: Change in prerequisites (delete WLD 22, WLD 24, WLD 25, WLD 26, WLD 40, WLD 50, and WLD 154), corequisites (delete WLD 28, WLD 30, WLD 32, WLD 34, WLD 36, WLD 42, and WLD 156), discipline (delete Masters in Business), methods of instruction, methods of evaluation, materials of instruction, and examples of assignments

Rationale: *Curriculum review*

Effective Term: Fall 2027

C. Course Deletion(s) – 4 minutes

1. **CDF 91 - Parenting in Today's Society**

Program Status: None

Rationale: *Course no longer offered*

Effective Term: Fall 2027

2. **CDF 93 - Strengthening Families**

Program Status: None

Rationale: *Course no longer offered*

Effective Term: Fall 2027

3. **CDF 331 - ECE Mentor Director and Teacher Seminar**

Program Status: None

Rationale: *Course no longer offered*

Effective Term: Fall 2027

4. **EH 40 - Wine Grape Cultivation**

Program Status: None

Rationale: *Course no longer offered*

Effective Term: Fall 2027

5. **EH 41 - Wine Growing Practices - Fall**
 Program Status: None
 Rationale: *Course no longer offered*
 Effective Term: Fall 2027
6. **EH 42 - Wine Growing Practices - Spring**
 Program Status: None
 Rationale: *Course no longer offered*
 Effective Term: Fall 2027
7. **EH 43 - Wine Styles and World Viticulture**
 Program Status: None
 Rationale: *Course no longer offered*
 Effective Term: Fall 2027
8. **EH 44 - Wine Vineyard Management**
 Program Status: None
 Rationale: *Course no longer offered*
 Effective Term: Fall 2027
9. **EH 47 - Fall Winery Operations**
 Program Status: None
 Rationale: *Course no longer offered*
 Effective Term: Fall 2027
10. **EH 48 - Spring Winery Operations**
 Program Status: None
 Rationale: *Course no longer offered*
 Effective Term: Fall 2027
11. **EH 130 - Introduction to Irrigation Materials**
 Program Status: None
 Rationale: *Course no longer offered*
 Effective Term: Fall 2027
12. **EH 131 - Irrigation Practices I**
 Program Status: None
 Rationale: *Course no longer offered*
 Effective Term: Fall 2027
13. **EH 132 - Irrigation Practices II**
 Program Status: None
 Rationale: *Course no longer offered*
 Effective Term: Fall 2027

D. New Program(s) – 2 minutes

1. **AA-T Degree in Elementary Teacher Education: Integrated Programs (33 Units)**
 Catalog Description: *The Associate in Arts in Elementary Teacher Education: Integrated Programs for Transfer creates a transfer pathway for students who plan to complete a Bachelor of Arts in Liberal Arts, a teaching credential, or related program at a California State University.*
 Required Core: BIOL C1000, CDEV C1000, COMM C1000, EDUC 2, HIST C1001, POLS C1000, ENGL C1002 or HIST 3, ENGL C1000 or ENGL C1000E

List A (Select one): PSC 11, PSC 12

List B (Select one): ART 1, DRAM 2, MUS 1

Rationale: *New program replacing the AA-T Degree in Elementary Teacher Education*

Effective Term: Fall 2027 (*Dependent upon Chancellor's Office approval*)

E. Program Modification(s) – 10 minutes

1. **AS Degree in Business Information Worker (29.50 Units)**

Catalog Description: *The AS Degree in Business Information Worker (BIW) program is a two-tiered, structured career pathway for students who are interested in entering the exciting and diverse career field of office and administrative support. Butte College's BIW pathway is aligned with a California statewide program that collaborated with businesses and advisory committees across the state to identify the most in-demand and desirable knowledge and skills required of today's business information workers. Additionally, this pathway clearly communicates to students what skills they need to be successful in today's businesses, as well as provides a branded BIW pathway for businesses to quickly recognize on resumes. Please visit the ICT-DM.NET/BIW site to obtain more information and locate support resources for this pathway.*

Modification: Change in required core (Select one: BCIS 20 or BCIS 24); no change in units

Rationale: *Program update*

Effective Term: Fall 2027

2. **AS Degree in Business Management (37-39 Units)**

Catalog Description: *The Business Management program is designed to provide students with a well-rounded education in business operations, management techniques, human relations, basic marketing principles, accounting, business law, economics and business computer applications. Students in this field should possess an interest in working with others, developing business strategies, and responding to today's competitive business environment.*

Modification: Change in required core (Select one: COMM C1000 or CMST 4); no change in units

Rationale: *Program update*

Effective Term: Fall 2027

3. **AS Degree in Legal Office Administration (28.50 Units)**

Catalog Description: *The Legal Office Administration (LOA) program is a two-tiered, structured career pathway for students who are interested in entering into the challenging and highly specialized field of legal office support. Employers in the law field are looking for support personnel who have knowledge in the area of legal office procedures, processes, and research, as well as general knowledge of office administration. The LOA program is designed to meet the demands of employers and the needs of an increasingly global and technologically advancing legal industry.*

Modification: Change in required core (Select one: BCIS 20 or BCIS 24); no change in units

Rationale: *Program update*

Effective Term: Fall 2027

4. **AS Degree in Marketing (41 Units)**

Catalog Description: *The Marketing program is designed to provide students with a well-rounded education in business operations, management techniques, human relations, accounting, and economics with an emphasis in marketing principles, sales, and advertising. To be successful students need basic competence in reading, written and oral communication, and mathematics. Students in this field should possess an interest in working with others, developing business strategies, and responding to today's competitive business environment.*

Modification: Change in required core (Select one: COMM C1000 or CMST 4); no change in units

Rationale: *Program update*

Effective Term: Fall 2027

5. **AS Degree in Medical Office Administration (28.50-29.50 Units)**

Catalog Description: *The Medical Office Administration (MOA) program is a two-tiered, structured career pathway for students who are interested in providing office support in the exciting and demanding healthcare industry. The MOA career pathway is a blend of three major areas: the advancing field of health information management (HIM), the ever-emerging field of business technology, and the constantly in-demand communication and professional skills; and it is designed to prepare students with the knowledge and skills required of today's medical office support personnel. The types of healthcare delivery systems in the United States today vary depending on the services being offered. These systems include outpatient healthcare (a physician's office, a dentist's office, and many other types of healthcare providers' facilities) and inpatient healthcare (general medical and surgical hospitals). These systems can be complex in purpose and structure. However, all healthcare organizations demand a common set of knowledge and skills from their medical office support personnel, which includes a broad understanding of healthcare delivery systems, health information management systems and practices, proficient technology skills, and a high-level of professionalism.*

Modification: Change in required core (Select one: BCIS 20 or BCIS 24); no change in units

Rationale: *Program update*

Effective Term: Fall 2027

6. **AS Degree in Small Business/Entrepreneurship (37-38 Units)**

Catalog Description: *The Entrepreneurship program prepares students to start and manage a small business. Students will gain the knowledge and skills necessary to build a business from concept to profit. This includes writing a business plan, developing product strategy, problem solving supply chain management and manufacturing issues, designing marketing and sales campaigns, acquiring and managing finances, building and leading teams, and selecting business technologies. In this process, students will develop leadership, communication, and business analysis skills necessary for small business management.*

Modification: Change in title (from "AS Degree in Small Business/Entrepreneurship" to "AS Degree in Entrepreneurship"), required core (Select one: COMM C1000 or CMST 4); no change in units

Rationale: *Program update*

Effective Term: Fall 2027

7. **Certificate of Achievement in Business Information Worker (29.50 Units)**

Catalog Description: *This is the second tier of the Business Information Worker (BIW) career pathway. Students completing this next level of certificate will take courses that are designed to build on their BIW solid foundation and allow students an opportunity to become proficient in the in-demand knowledge and skills sought out by employers*

Modification: Change in required core (Select one: BCIS 20 or BCIS 24); no change in units

Rationale: *Program update*

Effective Term: Fall 2027

8. **Certificate of Achievement in Business Management (30 Units)**

Catalog Description: *See AS Degree in Business Management.*

Modification: Change in Select one (add CMST 4); no change in units

Rationale: *Program update*

Effective Term: Fall 2027

9. **Certificate of Achievement in Interpersonal Communication (18 Units)**

Catalog Description: *The Certificate of Achievement in Interpersonal Communication will inform future employers, college admissions offices and professional institutions that you have received specialized training in communication skills. The certificate can accompany any degree and enhance your qualifications for the job or university you desire. Communication skills are an intrinsic component of success in both personal and professional relationships and are highly valued by employers. The coursework will provide a strong*

foundation for communicating successfully in pairs and small groups, especially with people with diverse cultural backgrounds, social identities, and gendered communication behaviors.

Modification: Change in electives (delete ETHS 20); no change in units

Rationale: *Contingent upon ETHS 20 Cal-GETC Area 6 denial*

Effective Term: Fall 2027

10. Certificate of Achievement in Legal Office Administration (28.50 Units)

Catalog Description: *This is the second tier of the Legal Office Administration (LOA) career pathway. Students completing this next level of certificate will take courses that are designed to build on their LOA solid foundation and allow students an opportunity to become proficient in the in-demand knowledge and skills sought out by employers.*

Modification: Change in required core (Select one: BCIS 20 or BCIS 24); no change in units

Rationale: *Program update*

Effective Term: Fall 2027

11. Certificate of Achievement in Marketing (29 Units)

Catalog Description: *See AS Degree in Marketing.*

Modification: Change in Select one (add CMST 4); no change in units

Rationale: *Program update*

Effective Term: Fall 2027

12. Certificate of Achievement in Medical Coding (27-28 Units)

Catalog Description: *The Certificate of Achievement in Medical Coding is for students for who want to pursue a career as medical coders and/or billers. The medical coder and biller are responsible for reviewing patient health records, assigning appropriate codes to diagnoses and procedures performed by the healthcare provider, and submitting claims for reimbursement and collecting payments.*

Modification: Change in units (from 28 to 27-28), required core (add Select one: BIOL 2, BIOL 10 or BIOL 20)

Rationale: *Program update*

Effective Term: Fall 2027

13. Certificate of Achievement in Medical Office Administration (27.50-28.50 Units)

Catalog Description: *This is the second tier of the Medical Office Administration (MOA) career pathway. Students completing this next level of certificate will take courses that are designed to build on their MOA solid foundation and allow students an opportunity to become proficient in the in-demand knowledge and skills sought out by the healthcare industry.*

Modification: Change in required core (Select one: BCIS 20 or BCIS 24); no change in units

Rationale: *Program update*

Effective Term: Fall 2027

14. Certificate in Account Clerk (11-12 Units)

Catalog Description: *See AS Degree in Accounting.*

Modification: Change in units (from 12-13 to 11-12), required core (delete Select one: BCIS 18, BUS 62, and ECON 4)

Rationale: *Program update*

Effective Term: Fall 2027

15. Certificate in Allied Health (15 Units)

Catalog Description: *The Allied Health Certificate is designed to prepare students to enter the healthcare field. The curriculum is designed as an introduction to careers in healthcare. It will also provide an understanding of medical terminology, and issues affecting public health and our society. In addition, the certificate provides curriculum on "soft skills" in healthcare, for example communication and professionalism. Upon completion of this certificate, students may be able to obtain an entry level*

position in the healthcare industry as well as submitting the certificate of completion to healthcare programs as part of their application process.

Modification: Change in units (from 12 to 15), required core (add CLP 101 and CSL 20; delete CLP 30)

Rationale: *Program update*

Effective Term: Fall 2027

16. Certificate in Business Information Worker (13.50 Units)

Catalog Description: *This is the first tier of the Business Information Worker (BIW) career pathway. Students completing this beginning certificate will take courses that are designed to provide students with a solid foundation in business communication; business math; professional development; keyboarding; Microsoft Windows, Word, Excel, Access, and Outlook; and additional business technology tools including collaboration tools.*

Modification: Change in required core (Select one: BCIS 20 or BCIS 24); no change in units

Rationale: *Program update*

Effective Term: Fall 2027

17. Certificate in Legal Office Administration (14.50 Units)

Catalog Description: *This is the first tier of the Legal Office Administration (LOA) career pathway. Students completing this beginning certificate will take courses that are designed to provide students with a solid foundation in beginning legal office procedures; business communications; professional development; keyboarding; Microsoft Windows, Word, Excel, Access, and Outlook; and additional business technology tools including collaboration tools.*

Modification: Change in required core (Select one: BCIS 20 or BCIS 24); no change in units

Rationale: *Program update*

Effective Term: Fall 2027

F. Program Deletion(s) – 2 minutes

1. AA-T in Elementary Teacher Education (33 Units)

Rationale: *Replaced by new AA-T in Elementary Teacher Education: Integrated Programs*

Effective Term: Fall 2027 (Dependent upon Chancellor's Office approval)

2. Certificate of Achievement in Retail Management (27 Units)

Rationale: *PRR approval 5/12/2026*

Effective Term: Fall 2027

G. Consent Agenda/Other Item(s) – 5 minutes

1.

9. Discussion Item(s) – 60 minutes

A. Curriculum Committee Bylaws – Patrick McDougall

- Draft Academic Senate Template Conversion

B. DEIA²/UDL Taskforce Committee Volunteers – Patrick McDougall

C. Chancellor's Office Course Outline of Record (COR) Student Learning Outcomes/Objectives Requirements

- *PCAH 1.2.5.2 Outcomes and Objectives:*

Course objectives state the concepts or skills faculty introduce to students in a course or program in order to prepare students to meet a student learning outcome (SLO). Objectives are the means, not the ends. Course SLOs are the intended abilities and knowledge students can demonstrate after successfully completing the course objectives. SLOs must be written in measurable or observable terms and as actions that a student will perform in order to display the skills necessary

to meet the SLO (See ASCCC paper titled The Course Outline of Record: A Curriculum Reference Guide, Revisited)..

D. Future Meetings

- September 14, 2026
- September 28, 2026

10. Adjournment
