

Curriculum Advisory Committee
Meeting minutes: MPC.EDU

DATE: March 8, 2017 LOCATION: BMC 205 @ 3:15pm-4:45pm

Attendees:

✓	Richard Abend, Humanities	✓	Laura Loop, Nursing
	Kendall Diaz, Student Representative	✓	Gamble Madsen, Chairperson/Creative Arts
	Michael Gilmartin, Dean of Instructional Planning	✓	Jill Ostrie, CurricUNET Tech
✓	Fred Hochstaedter, Academic Senate	✓	Laura Patterson, CurricUNET Specialist
✓	He Seon Ihn, Articulation Officer	✓	Beth Penney, Basic Skills
✓	Lynn Iwamoto, Physical Sciences	✓	David Seagal, Business and Technology
	LaRon Johnson, Student Services	✓	Catherine Webb, Library
	Kiran Kamath, Vice President of Academic Affairs	✓	Rachel Whitworth, Social Sciences
✓	Kim Kingswold, Curriculum/Catalog Technician		Vacant, ESL
✓	Jon Knolle, Dean of Instruction		Vacant, Life Science
✓	Paul Long, Dean of Instruction		Vacant, Physical Education

Meeting Chaired by: Gamble Madsen

Notes Submitted by: Jill Ostrie/Gamble Madsen/Kim Kingswold/Laura Patterson

Agenda Item	Discussion / Comments	Action
Announcements	Public Comments (Agenda item III.)	
Comments from Visitors		
Visitors Present		

Approval of March 8, 2017 Agenda	<p>Corrections noted:</p> <p>Discussed the need for changes to be approved for Fall 2017.</p> <p>The ECED Associate program should be reviewed and approved with the ECED certificate program. It was noted that the ECED programs should be reviewed together. Jon Knolle mentioned that the BUSI programs are in the same situation as the ECED programs. There were issues with degree units, but have since been fixed. After discussion, we decided to remove the Business Administration program from the agenda since all BUSI programs should be approved at once – per Jon Knolle. Gamble will send an email for reviewing both of these in the agenda for next week.</p> <p>Kim noted that ENGR 1A is a DE Revision not a new DE.</p>	<p>Motion to approve: Rachel Whitworth Seconded: Lynn Iwamoto CAC Committee Voted: Aye</p>
Approval of March 2, 2017 Minutes	<p>Corrections noted:</p> <p>We reviewed the minutes with revisions in the meeting.</p>	<p>Motion to approve: Catherine Webb Seconded: Richard Abend CAC Committee Voted: Aye</p>
Consent Agenda	<p><i>Deletions: Effective <u>Fall 2017</u></i></p> <p>ARTH 16: Contemporary Architecture of the Monterey Peninsula: Local Firms, Architects, and Builders ARTH 20.1: Art and the Artists of the Monterey Peninsula ARTH 20.2: Architecture of the Monterey Peninsula ARTH 21.1: Architectural Tour of the Monterey Peninsula ARTH 21.2: Tour of the Hanna House or the Walker House</p>	<p>Motion to approve: Lynn Iwamoto Seconded: Catherine Webb CAC Committee Voted: Aye</p>

	<p>ENGL 10: Literature By and About Men MATH 12: Number Systems MATH 264: Intermediate Algebra for Non-Science Students MATH 90: Independent Study MUSI 199.1: Travel Study – The Choral Music and Culture of Poland, Germany, Belgium, and Holland Cultural History of Monterey County: Certificate of Achievement (Career Technical)</p> <p>Kim noted there is an Associate in Arts for Cultural History of Monterey, which is likely to be deleted soon.</p> <p><i>Deletions: Effective <u>Fall 2016</u></i></p> <p>FIRE 90: Independent Study THEA 110: Film Study – The Western</p> <p><i>Technician Corrections (none)</i> <i>Minor Corrections</i> <i>Non-Substantial Changes</i></p> <p>Adjustment of lecture and studio hour totals to accord with Carnegie unit values: ARTG 11, 12, 13, 14, 15, 16</p> <p><i>Urgent (none)</i></p>	
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Discussion Agenda	<p>ASCCC ‘Curriculum Institute’ (Riverside, July 12-15)</p> <p>Kiran is looking for faculty to attend ASCCC in July. Gamble will attend. Catherine is available and interested in going. Kim plans to go as well. Laura Loop might go if she does not have a conflicting meeting.</p> <p>Gamble asked if the proposals we are reviewing now are approved, but it is after the March 1st deadline, will they be in the catalog for Fall 2017? Jon thinks that because they made the October deadline for launch, we will try to get them in even if March 1st date has past.</p> <p>Beth noted that we have reviewed some of these before. Would it make sense to have a review agenda? The MUSI courses are used as an example, where the SLO change was the issue. If we put these in the consent agenda, could we move through them quickly? Gamble says we will review these in the meeting.</p> <p>Catherine suggested going through courses that we know will be reviewed quickly first, to get them out of the way.</p>	
COOP 91.7: (Revision)	<p>Business Work Experience</p> <p>This was revised to increase the unit options – 0.5-4 units. The</p>	<p>Motion to approve: Lynn Iwamoto Seconded: Catherine Webb CAC Committee Voted: Aye</p>

<p>For Fall 2017</p>	<p>objectives have been updated. Laura Loop noted that 60 hours are for 1 unit, so least a student could take is 30 hours (unpaid). This issue should be noted at the Tech Review level.</p>	
<p>DANC 19A: (New) For Fall 2017</p>	<p>Salsa Dance I</p> <p>These courses were pushed back to make them part of program, but then decided to put forward anyway due to high demand. Gamble and Fred noted the SLO concerns have been addressed. Need to be mindful that these are electives and may need a program change.</p> <p>Kim noted that course changes need to be approved by the State before they can be added to a program.</p> <p>Kim also noted there are 6 objectives on DANC 19B, but only 4 are mapped. Lynn asks if objectives 5 & 6 are identical. One says music and one says dance, so kept them both.</p> <p>Gamble will email about mapping issue. Will approve based on the mapping be completed.</p>	<p>Motion to approve: Fred Hochstaedter Seconded: Rachel Whitworth CAC Committee Voted: Aye</p>
<p>DANC 19B: (New) For Fall 2017</p>	<p>Salsa Dance II</p> <p>We reviewed with 19A.</p>	<p>Motion to approve: Fred Hochstaedter Seconded: Rachel Whitworth CAC Committee Voted: Aye</p> <p>Prereqs Motion to approve: Lynn Iwamoto</p>

		<p>Seconded: Catherine Webb CAC Committee Voted: Aye</p>
<p>ECED 62B: (DE Revision)</p> <p>For Fall 2017</p>	<p>Care and Education for Infants and Toddlers</p> <p>Paul noted that this course is already in the catalog and needs to be approved because it was in under the wrong name. ECED 62A and 62B had the wrong name so this is cleaning that up. Kim needs this done because 62A was already approved, and she needs 62B so they go together properly.</p>	<p>Motion to approve: Catherine Webb Seconded: Laura Loop CAC Committee Voted: Aye</p> <p>Prereqs Motion to approve: Rachel Whitworth Seconded: Lynn Iwamoto CAC Committee Voted: Aye</p> <p>DE Motion to approve: Catherine Webb Seconded: Rachel Whitworth CAC Committee Voted: Aye</p>
<p>ECED 71A: (DE Revision)</p> <p>For Fall 2017</p>	<p>Admin I – Programs in Early Childhood Ed</p> <p>Kim noticed that 71A was missing when she was processing 71B. We need to have both approved since the naming standard changed.</p>	<p>Motion to approve: Lynn Iwamoto Seconded: Rachel Whitworth CAC Committee Voted: Aye</p> <p>Prereqs Motion to approve: Lynn Iwamoto Seconded: Gamble Madsen CAC Committee Voted: Aye</p>

		DE Motion to approve: Rachel Whitworth Seconded: Laura Loop CAC Committee Voted: Aye
ENGR 17: (DE Revision) For Fall 2017	Programming and Problem-Solving in MATLAB Kiran approved but had a note in the review process.	Motion to approve: Catherine Webb Seconded: Richard Abend CAC Committee Voted: Aye Prereqs Motion to approve: Rachel Whitworth Seconded: Catherine Webb CAC Committee Voted: Aye DE Motion to approve: Lynn Iwamoto Seconded: Gamble Madsen CAC Committee Voted: Aye
ENGR 1A: (DE Revision) (New DE) For Fall 2017	Introduction to Engineering Kim asked if this should be DE only – or hybrid. Jon thinks it should be both. Gamble made this change. We will also change prerequisites, since it still lists ENGL 112. Beth thinks it should be ENGL 1A. Also, we did the requisite analysis with Beth’s assistance in the meeting. Beth asks if we have to list the prereq change in the cover under ‘Reason for Proposing or Revising’? It should be in there.	Motion to approve: Lynn Iwamoto Seconded: Catherine Webb CAC Committee Voted: Aye DE Motion to approve: Lynn Iwamoto Seconded: Laura Loop CAC Committee Voted: Aye
ENGR 4: (DE Revision) For Fall 2017	Engineering Materials Discussed ENGL 1A as Advisory... Decided it was okay.	Motion to approve: Fred Hochstaedter Seconded: Lynn Iwamoto CAC Committee Voted: Aye Prereqs Motion to approve: Lynn Iwamoto Seconded: Gamble Madsen CAC Committee Voted: Aye

		DE Motion to approve: Rachel Whitworth Seconded: Gamble Madsen CAC Committee Voted: Aye
ETNC 5: (DE Revision) For Fall 2017	African-American Arts and Music in American Culture No attachments for MoE, nor were the Methods of Evaluation mapped. Need to table until issues addressed.	Tabled
ETNC 22: (DE Revision) For Fall 2017	Asian Americans and Pacific Islanders in American Society Gamble thinks that all the issues have been addressed. Rachel noted the BSA (Basic Skills Advisory) has not been addressed. Also, the requisite advisories have ENGL 111 and 112. Beth says she usually reviews these. Should be “eligibility for ENGL 1A”. Methods are not mapped and no attachments. Lynn noted this course should be reviewed with SOCI 22. Paul and Gamble will communicate the issues. There was also a question as to whether the SOCI course should be in as a second discipline or cross listed. There was more discussion of the SOCI 22 course. Mentioned that Jill started this revision for Kendra and that may have caused some of the issues.	Tabled
MUSI 10A: (Revision)	Music Theory and Musicianship I	Motion to approve: Lynn Iwamoto Seconded: Laura Loop

<p>For Fall 2017</p>	<p>Gamble updated the SLOs for all MUSI 10A-D. The MUSI courses were initially revised only for units/hours changes.</p> <p>We reviewed all MUSI courses together.</p> <p>Kim noted that the prereqs lists the previous course, but not uniformly. We decided not to hold for this. MUSI 10C has an advisory for 10B, but 10B and 10D have a prereq for the course before. He Seon thinks they all should be a prereq. Gamble will change.</p>	<p>CAC Committee Voted: Aye</p> <p>Prereqs Motion to approve: Lynn Iwamoto Seconded: Gamble Madsen CAC Committee Voted: Aye</p>
<p>MUSI 10B: (Revision)</p> <p>For Fall 2017</p>	<p>Music Theory and Musicianship II</p> <p>See MUSI 10A.</p>	<p>Motion to approve: Lynn Iwamoto Seconded: Laura Loop CAC Committee Voted: Aye</p> <p>Prereqs Motion to approve: Lynn Iwamoto Seconded: Gamble Madsen CAC Committee Voted: Aye</p>
<p>MUSI 10C: (Revision)</p> <p>For Fall 2017</p>	<p>Music Theory and Musicianship III</p> <p>See MUSI 10A.</p>	<p>Motion to approve: Lynn Iwamoto Seconded: Laura Loop CAC Committee Voted: Aye</p> <p>Prereqs Motion to approve: Lynn Iwamoto Seconded: Gamble Madsen CAC Committee Voted: Aye</p>

<p>MUSI 10D: (Revision)</p> <p>For Fall 2017</p>	<p>Music Theory and Musicianship IV</p> <p>See MUSI 10A.</p>	<p>Motion to approve: Lynn Iwamoto Seconded: Laura Loop CAC Committee Voted: Aye</p> <p>Prereqs Motion to approve: Lynn Iwamoto Seconded: Gamble Madsen CAC Committee Voted: Aye</p>
<p>SIGN 1BL: (Revision)</p> <p>For Fall 2017</p>	<p>Elementary ASL II Lab</p> <p>Looked at before, but tabled. Kelly has responded to Fred's comments. She also, confirmed the prereqs of SIGN 1AL, and deleted objective 7.</p> <p>He Seon noted that the reason for proposing change does not include prereq change. Gamble will update in Curricunet.</p> <p>Kim noted MoEs are not mapped, but there is a document showing 6 objectives attached, but there are 7 objectives.</p> <p>He Seon wanted to review requisite. Sign 1AL has a prereq or</p>	<p>Motion to approve: Rachel Whitworth Seconded: Catherine Webb CAC Committee Voted: Aye</p> <p>Prereqs Motion to approve: Catherine Webb Seconded: Laura Loop CAC Committee Voted: Aye</p>

	<p>coreq of SIGN 1A. They should be the same, but this revision changes that. Kelly would like either 1A or 1AL to be the prereq. Sounds like student would not need to take 1B, while the prior version of the course required it. Gamble mentioned the discussion she had about this so we will leave as is.</p>	
<p>SPAN 35A: (Revision) For Fall 2017</p>	<p>Elementary Spanish for Spanish Speakers I</p> <p>This revision increases the unit value to 5. Rachel asked if advisory is appropriate since it is not a course – says “Native Spanish-speaking ability”... Should be non-course advisory. Gamble updated. The SLOs have been revised.</p>	<p>Motion to approve: Rachel Whitworth Seconded: Catherine Webb CAC Committee Voted: Aye</p>
<p>SPAN 35B: (Revision) For Fall 2017</p>	<p>Elementary Spanish for Spanish Speakers II</p> <p>This revision is missing the Methods of Evaluation. We will approve pending the Methods of Evaluation being completed.</p>	<p>Motion to approve: Lynn Iwamoto Seconded: Catherine Webb CAC Committee Voted: Aye</p> <p>Prereqs Motion to approve: Rachel Whitworth Seconded: Laura Loop CAC Committee Voted: Aye</p>
<p>Business Administration: Associate in Science - (Revision) For Fall 2017</p> <p>We decided to move this to next week’s agenda so we can review and approve both BUSI programs at the same time.</p>		<p>Tabled</p>
<p>Computer Information Systems: Associate in Science - (Revision) For Fall 2017</p>		<p>Tabled for time constraints</p>

<p>Computer Networking and Security: Certificate of Achievement - (Revision)</p> <p>For Fall 2017</p>	<p>Tabled for time constraints</p>
<p>Dental Assisting: Certificate of Achievement - (Revision)</p> <p>For Fall 2017</p>	<p>Tabled for time constraints</p>
<p>Dental Assisting: Associate in Science - (Revision)</p> <p>For Fall 2017</p>	<p>Tabled for time constraints</p>
<p>Early Childhood Education: Associate in Science - (Revision)</p> <p>For Fall 2017</p> <p>There is another program for an ECED certificate that is still at launch. When we looked at the certificate program, Kiran was concerned that the units are not correct and she did not approve. We will table this until next week, and then hopefully review both ECED programs together.</p> <p>He Seon noted that if you add the units, there are too many.</p>	<p>Tabled</p>
<p>Emergency Medical Technician 1: Basic Training Certificate of Training (Credit Only) - (Revision)</p> <p>For Fall 2017</p>	<p>Tabled for time constraints</p>
	<p>Next meeting: March 15, 2017 3:15pm-4:45pm Location: BMC – 205</p>