Curriculum Advisory Committee

**Meeting minutes**

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| **DATE: May 17, 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

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| **Agenda Item** | **Action** |
| **Announcements** | Public Comments read by Gamble (See Agenda item III)  |  |
| **Comments from Visitors** |  |  |
| **Approval of** **May 17 Agenda** | **Corrections noted:** COOP course 91.32 on agenda twice and one should be 91.43 – COOP courses reviewed, and some courses removedRachel mentioned that her division no longer wants to archive – ETNC 20, ANTH 20 and ETNC 40MEDA 105 added as course revision for adding anatomy and physiology as second disciplinesLaura L wanted to understand why MPC wanted to add disciplines to MEDA 105. Kiran responded that MPC wants to broaden the field of qualified teachers who can teach courses. MPC would like to allow ANAT and PHSO teachers to teach medical terminology.  | Motion to approve: FredSeconded: RachelCAC Committee Voted: Aye |
| **Approval of** **May 03 minutes** | **Corrections noted:** none | Motion to approve: CatherineSeconded: Lynn CAC Committee Voted: Aye |
| **Consent Agenda**  | * ***Deletions: effective fall 2017***
* ADPE 90
* BIOL 90
* BUSC 191
* BUSI 90
* COOP 91, 91.3, 91.11, 91.12, 91.13, 91.14, 91.16, 91.22, 91.24, 91.26, 91.27, 91.28, 91.29, 91.33, 91.32, 91.36, 91.42, 91.32, 91.43
* CSIS 83, 172, 174
* DRAF 90
* ENGL 120
* FACS 90
* FASH 90
* GENT 99.4
* HIST 2, 48, 90
* HLTH 90
* ITAL 90
* MEDA 200, 201, 202
* NURS 90, 171
* OCEN 10, 31
* PERS 90
* PHED 20.10, 42C, 92
* PHOT 90
* REAL 55, 90
* WOMN 90
* Cisco Networking and Security Professional – Certificate of Achievement
* Computer Networking – Associate in Science (Career Technical)
* Dance – Associate in Arts (Transfer Preparation)
* Fashion Merchandising – Certificate of Achievement and Associate in Science (Career Technical)
* Fashion Production – Certificate of Achievement and Associate in Science (Career Technical)
* Add disciplines for MEDA 105
* Archive/delete MEDA Phlebotomy courses
	+ PHED 200
	+ PHED 201
	+ PHED 202
 | Motion to approve: FredSeconded: RichardCAC Committee Voted: Aye  |
| **Non-Substantial Changes** |
| * Art History: Certificate of Achievement, Associate in Arts (Non-Career Technical), Associate in Arts for Transfer; revisions in response to course archiving/deletion and to update PLOs
* Computer Networking and Security Associate in Science (Career Technical) and IT Technician – CCNA Specialization Certificate of Training; updating course blocks so CSIS 179 becomes CSIS 179A (CSIS 179 was deleted)
* Nursing: Associate in Science (Career Technical); revising course blocks to remove MATH 264
* Program revisions (effective Fall 2017) created in response to course archiving/deleting (response to accreditation realignment requirements and to preserve a record in CurricUNET):
	+ Web Designer: Certificate of Training
	+ International Business: Associate in Science (Career Technical)
	+ Graphic Arts: Associate in Arts (Career Technical)
	+ Art – Photography: Certificate of Achievement, Associate in Arts (Transfer Preparation)
	+ Art – Studio: Certificate of Achievement, Associate in Arts (Non-Career Technical)
 | Motion to approve: FredSeconded: RichardCAC Committee Voted: Aye |
| **Discussion Agenda** |
| * Kiran addressed the committee and thanked them for their work.
* Kiran informed the committee of the White Paper that allows for the streamlining of the curriculum processes. Please see the White Paper links for more information: White Paper Streamlining Curriculum Processes and White Paper Final - April 2017
* Gamble talked about the meeting she and Kim attended in April about the streamlining of curriculum processes
* He Seon noted that if an archived course is brought back, MPC GE, transferability, CSU, IGETC will need to be reconsidered and resubmitted
* Jon mentioned that all versions of the courses and programs remain in CurricUNET after archiving/deleting
* Michael Gilmartin’s retirement is at the end of June. Starting July 1, Jon takes over has leading dean of CAC, and curriculum. The other deans are to attend CAC when their schedule permits.
* Tech Review Committee assignments changes - Catherine would like someone to take her place. Currently, she reviews the textbooks. Gamble will send an email of who does what now, and if anyone would like to change.
* CAC Summer meeting - TBD
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| **Action Agenda** |
| CAC Chair election 2017-2018  | Motion to nominate Gamble: CatherineSeconded: FredCAC Committee Voted: Aye | Gamble accepted |
| **LING 25** (DE Revision) | **Introduction to Language and Gender** is being revised to remove GWOS 25Corrected DE issue with Kim’s notes in the meeting | Motion to approve: RachelSeconded: CatherineCAC Committee Voted: AyeDE Motion to approve: LynnSeconded: CatherineCAC Committee Voted: Aye |
| **LING 35**(DE Revision) | **Introduction to Nonverbal Communication**is being revised to cross-list with COMM 35COMM 35 was sent back to the dean level. Richard wants to cross-list the courses to get GE approvals.  | Tabled since the cross-listed COMM 35 is not at the CAC with LING 35 |
| **MATH 20B**(Revision) | **Calculus with Analytic Geometry II**is being revised to update SLOs, remove GEOs | Motion to approve: Laura LSeconded: LynnCAC Committee Voted: AyePrereq Motion to approve: LynnSeconded: GambleCAC Committee Voted: Aye |
| **MATH 32** (Revision) | **Differential Equations**is being revised to update SLOs and GEOs | Motion to approve: LynnSeconded: CatherineCAC Committee Voted: Aye Prereq Motion to approve: LynnSeconded: CatherineCAC Committee Voted: Aye |
| **Next meeting: TBD****Location: TBD** |