

**Curriculum Advisory Committee  
Meeting minutes**

<b>DATE: November 1, 2017 LOCATION: BMC 204 @ 3:30pm – 5:00pm</b>			
<b>Attendees:</b>			
	Richard Abend, ESL → voting member	✓	Laura Loop, Nursing → voting member
	Judy Cutting, Dean of Instruction - CTE	✓	Gamble Madsen, Chairperson/Creative Arts → voting member
	Kendall Diaz, Student Representative → voting member	✓	Laura Patterson, CurricUNET Specialist
✓	Fred Hochstaedter, Academic Senate → voting member		Beth Penney, Basic Skills/Humanities → voting member
✓	He Seon Ihn, Articulation Officer → voting member	✓	David Seagal, Business & Technology/CSIS → voting member
✓	Lynn Iwamoto, Physical Sciences → voting member		Rachel Whitworth, Social Sciences → voting member
✓	LaRon Johnson, Counseling/Student Services → voting member		Cathryn Wilkinson, Dean of Instruction – Liberal Arts
	Kiran Kamath, Vice President of Academic Affairs		Vacant, Library
✓	Kim Kingswold, Curriculum/Catalog Technician		Vacant, Life Science
✓	Jon Knolle, Dean of Instruction – Library, Learning Resources, & Online Ed		Vacant, Physical Education
✓	Paul Long, Dean of Instruction - STEM		

Meeting Chaired by: Gamble Madsen

Notes Submitted by: Laura Patterson

<b>Agenda Item</b>	<b>Action</b>
<b>Announcements</b>	Public Comments read by Gamble (See Agenda item III)  David mentioned that Bruce Barry - would like to stop by CAC at some point to address his business classes - suggested he attend Nov. 08, 2017 meeting
<b>Comments from Visitors</b>	Kelly Stack talked about why there is a need for SIGN 90
<b>Approval of November 1 Agenda</b>	<b>Corrections noted:</b> none  Motion to approve: Fred Seconded: Lynn CAC Committee Voted: Aye

<b>Approval of October 18 minutes</b>	<b>Corrections noted:</b> tabled until next time		
<b>Consent Agenda</b>			
Effective fall 2018 – Deletion: DANC 90 (proposal indicates effective date → spring 2018)		Motion to approve: Fred Seconded: Laura L. CAC Committee Voted: Aye	
<b>Non-Substantial Changes</b>			
Effective spring 2018 – SIGN 90: ‘Reactivation’ of course mistakenly deleted March 29, 2017 <ul style="list-style-type: none"> <li>○ Kelly → SIGN 1AL &amp; 1BL are used in place of tutoring courses to support students in SIGN 1A, 1B, 2A, 2B. Since there is no SIGN 1CL or 1 DL for support of SIGN 2A and 2B, SIGN 90 is used to support students in these classes to keep their skills up. There will be a contract for a SIGN lab to support the students taking SIGN 90.</li> <li>○ Jon Knolle will be looking into what is technically possible based on limitations to different systems and not being in the catalog. <ul style="list-style-type: none"> <li>▪ technical correction page for the catalog part of the discussion</li> </ul> </li> <li>○ Proposed to add new lab sections for the future to help students in SIGN 2A and 2B</li> </ul> Effective fall 2018 – ARTV2: Primary discipline change to THEA (ARTV to remain as second discipline)			
<b>Action Agenda</b>			
<b>LETP 145A</b> (revision)	<i>P.O.S.T. Basic Academy III</i> is being revised to update the description, units and hours, objectives, lecture and lab content, textbooks, and methods of evaluation	Approved at a previous CAC meeting. Going back through the approval process for VP of Academic Affairs to review	
<b>LETP 145B</b> (revision)	<i>P.O.S.T. Basic Academy Modular II</i> is being revised to update the description, units and hours, objectives, lecture and lab content, textbooks, and methods of evaluation	Approved at a previous CAC meeting. Going back through	

		the approval process for VP of Academic Affairs to review
<b>LETP 145C</b> (revision)	<i>P.O.S.T. Basic Academy I</i> being revised to update the description, units and hours, objectives, lecture and lab content, textbooks, and methods of evaluation	Approved at a previous CAC meeting. Going back through the approval process for VP of Academic Affairs to review
<b>LETP 207</b> (revision)	<i>Homicide Investigation</i> is being revised to update the description, units and hours, objectives, lecture and lab content, textbooks, and methods of evaluation	Approved at a previous CAC meeting. Going back through the approval process for VP of Academic Affairs to review
<b>LETP 232</b> (revision)	<i>Advanced Peace Officer Training</i> is being revised to update the description, units and hours, objectives, lecture and lab content, textbooks, and methods of evaluation	Approved at a previous CAC meeting. Going back through the approval process for VP of Academic Affairs to review
<b>LETP 234</b> (revision)	<i>Advanced Officer Skills</i> is being revised to update the description, units and hours, objectives, lecture and lab content, textbooks, and methods of evaluation	Approved at a previous CAC meeting. Going back through the approval process for VP of Academic Affairs to review
<b>LETP 236</b> (new course)	<i>Advanced Officer Skills 2</i> is being created because it is required by POST to allow enforcement officers to update their skills annually	Approved at a previous CAC meeting. Going back through the approval process for VP of Academic Affairs to review
<b>LETP 255</b> (revision)	<i>Public Safety Dispatch</i> is being revised to update the description, units and hours, objectives, lecture and lab content, textbooks, and methods of evaluation	Motion to approve pending lecture restructuring: Fred Seconded: Laura CAC Committee Voted: Aye

<b>LETP 280.1</b> (revision)	<i>Supervisor Course</i> is being revised to update the description, units and hours, objectives, lecture and lab content, textbooks, and methods of evaluation	Motion to approve: Fred Seconded: Laura CAC Committee Voted: Aye
<b>Discussion Agenda</b>		
<ul style="list-style-type: none"> <li>- Revisions to Student Learning Outcomes for BUSI 1A, 22, 42, 44, 49, 54, 60, 62, 64 (cross-listed HOSP 64), 88 (cross-listed AUTO 88), 120A, and 131 <ul style="list-style-type: none"> <li>o Gamble displayed a chart of the current SLOs in CurricUNET/Tractdat and the proposed new SLOs</li> <li>o Is it possible to measure the SLO that addresses every piece/aspect of that outcome?</li> <li>o Helpful to have sample assessment tools to address questions regarding outcomes</li> <li>o Rolling SLOs into one, does it mask inefficiencies in a particular area?</li> <li>o Assessing outcomes should not be just about students grades - within the contents of the class where are students having difficulty addressing aspects of outcomes?</li> <li>o Better education could potentially be needed for assessing outcomes</li> <li>o Provide an example of an assessment tool for a course with 1 SLO</li> </ul> </li> </ul>		
<p><b>Next meeting:</b> November 08, 2017  <b>Location:</b> BMC 204</p>		