Draft Curriculum Advisory Committee

Meeting minutes

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| DATE: March 7, 2018 LOCATION: BMC 107 @ 3:30 -- 5:00 pmAttendees:  |
| ✔ | 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 → voting member |
| ✔ | Lynn Iwamoto, Physical Sciences → voting member | ✔ | Rachel Whitworth, Social Sciences → voting member |
| ✔ | LaRon Johnson, Counselling/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 |
| ✔ | Vincent van Joolen, Dean of Instruction --- Stem | ✔ | John Skellenger, Admin Asst III, Guest Support |

Meeting Chaired by: Gamble Madsen

Notes Submitted by: John Skellenger

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| **Agenda Item** | **Action**Called to order at 3:40 pm |
| **Announcements** |  |  |
| **Comments from Visitors** |  |  |
| **Approval of** **March 07, 2018 Agenda** |  | Motion to recommend: FredSeconded: LynnCAC Committee Voted: Aye |
| **Approval of** **February 28, 2018 minutes** |  | Motion to recommend: FredSeconded: BethCAC Committee Voted: Aye |
| **Consent Agenda** | Motion to recommend: FredSeconded: RichardCAC Committee Voted: Aye |
| **Non-substantial changes** (effective Fall 2018): Adjust Schedule Description for ENGL 301L Course Revision (replace reference to ENGL 321 with ENGL 301 to accord with Catalog Description, SIS) Restoration of Family and Consumer Science AA (proposal for deletion approved 2/28/18); per Dean Cutting: “Dean of Instruction-CTE and Life Sciences Division Chair are collaborating to form an Ad Hoc program discontinuance committee to review this program for archiving. No awards have been granted in the past five years. No students have declared this major. Beginning the process in CurricUNET. Deletion should not be submitted to CCCCO until the committee has completed the work and if they make the recommendation for deletion.” Change verbiage in course Catalog and Schedule Descriptions for “DE Online” courses, as appropriate, from: “Also offered online” to “May also be offered online.” Also change verbiage for “DE Online and Hybrid” courses from: "Portions of instruction may be offered online; also offered fully online" to "Portions of instruction may be offered online; may also be offered fully online."  |
| **Discussion Agenda** |
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| **Action Agenda** |
| **Courses and Programs** |
| FREN 50A: Intermediate French Conversation I | NewSLO discussion regarding the SLO referring to another book/source to interpret mid- to high- intermediate level rather than explain what students can do. Approved pending clarification of SLOs and meaning of mid- to high- intermediate.  | Motion to recommend: RachelSeconded: GambleCAC Committee Voted: Aye |
| LETP 108: Explorer AcademyLETP 201: Vice Investigations LETP 211: Human TraffickingLETP 237: Firearms InstructorLETP 265: Dignitary Escort  | NewExplanation of hours, these courses are designed to be a total number of hours and not weekly hours which is the way CurricUNET is set up. The catalog indicates total number of hours. Approved as a group.  | Motion to recommend: LynnSeconded: LauraCAC Committee Voted: Aye |
| Fitness Instructor Training: Associate in ScienceFitness Instructor Training: Certificate of Achievement | RevisionRemoving deleted coursesApproved as a group | Motion to recommend: RachelSeconded: RichardCAC Committee Voted: Aye |
| Global Studies: Associate in Arts for Transfer | NewTabledHe Seon suggested we table this degree until the Spanish 2SA course for heritage speakers is approved, so there is not a revision each year for multiple years. She will contact the originator to work on adding this course to the program for the 19-20 catalog.  | Tabled until further clarification.  |
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| Next Meeting: March 14, 2018Location BMC 107 |
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