

Curriculum Advisory Committee Meeting minutes

DATE: September 5, 2018 LOCATION: BMC 206 @ 3:30 pm

Attendees:

	Richard Abend, ESL → voting member	X	Gamble Madsen, Chairperson/Creative Arts → voting member
X	Judy Cutting, Dean of Instruction - CTE		Laura Patterson, CurricUNET Specialist
X	Keith Eubanks – Humanities → voting member	X	Beth Penney, Basic Skills/Humanities → voting member
X	Fred Hochstaedter, Academic Senate → voting member	X	David Seagal, Business & Technology → voting member
X	He Seon Ihn, Articulation Officer → voting member	X	Rachel Whitworth, Social Sciences → voting member
X	Lynn Iwamoto, Physical Sciences → voting member		Cathryn Wilkinson, Dean of Instruction – Liberal Arts
X	LaRon Johnson, Counseling/Student Services → voting member	X	Vincent Van Joolen, Dean of Instruction - STEM
	Kiran Kamath, Vice President of Academic Affairs		Vacant, Library
X	Kim Kingswold, Curriculum/Catalog Technician		Vacant, Life Science
X	Jon Knolle, Dean of Instruction – Library, Learning Resources, & Online Ed		Vacant, Physical Education
X	Laura Loop, Nursing → voting member		Vacant, Student Representative

Meeting Chaired by: Gamble Madsen

Notes Submitted by: Laura Patterson

Agenda Item		Action
Announcements	Reminder that final draft of Agenda must be posted by 3:00 pm on Sunday	
Comments from Visitors		
Approval of September 5, 2018	Corrections noted: none	Motion to approve: Lynn

Agenda		Seconded: Laura L. CAC Committee Vote: Aye
Approval of August 29, 2018 Minutes	Tabled; draft forthcoming	
Consent Agenda		Motion to approve: Keith Seconded: Lynn CAC Committee Vote: Aye
<i>Deletions (effective Fall 2019):</i> – CHEM 10L – MATH 360		
Non-Substantial Changes		
<i>Effective Fall 2018:</i> – Change TOP Code for two existing Program Revision proposals: Computer Networking and Security Certificate of Achievement, Computer Networking and Security Associate in Science (070810: Computer Networking).		
Discussion Agenda		
Preparation of draft content for MPC Curriculum Handbook/Website	Committee members prefer to consider the text in the online/digital format; Jon Knolle confirmed that the presentation shells have been prepared, Gamble will input draft content. We reminded ourselves of the focus for this project; this is not a system handbook, but rather a resource that indicates what content must be included and communicated to the campus/public, and why – regardless of the curriculum management system.	
Deletion of MATH 360	LaRon reminded the committee that MATH 360 is a prerequisite for MATH 351. A course revision will therefore be necessary for MATH 351.	
Next meeting: September 12, 2018 Location: BMC 206		