

Curriculum Advisory Committee
Meeting minutes

| DATE: September 25, 2019 LOCATION: BMC 201 @ 3:50 -- 5:00pm <u>Attendees:</u> | | | |
|--|---|---|--|
| ✓ | Richard Abend, ESL → Voting Member | | Laura Loop, Nursing → voting member |
| | Judy Cutting, Dean of Instruction -- CTE | ✓ | Gamble Madsen, Chairperson/Creative Arts → voting member |
| ✓ | Keith Eubanks, Humanities → voting member | ✓ | Erin O'Hare, Kinesiology, → voting member |
| | | | Laura Patterson, CurricUNET Specialist |
| | He Seon Ihn, Articulation Officer → voting member | ✓ | Beth Penney, Basic Skills/Humanities → voting member |
| ✓ | Lynn Iwamoto, Physical Sciences → voting member | ✓ | David Seagal, Business & Technology → voting member |
| ✓ | LaRon Johnson, Counselling/Student Services → voting member | ✓ | Rachel Whitworth, Social Sciences → voting member |
| ✓ | Kim Kingswold, Curriculum/Catalog Technician | | Cathryn Wilkinson, Dean of Instruction -- Liberal Arts |
| ✓ | Jon Knolle, Acting VP of Academic Affairs, Dean of Instruction -- Library, Learning Resources & Online Ed | | Vacant, Library |
| ✓ | Vanessa Lord, Life Science → voting member | | |
| | Vincent van Joolen, Dean of Instruction --- Stem | ✓ | John Skellenger, Admin Asst III, Guest Support |

Meeting Chaired by: Gamble Madsen
 Notes Submitted by: John Skellenger
 Guest: David Brown, Libby Flores

| Agenda Item | Action |
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| Call to Order | 3:38 pm |
| Announcements | |
| Curriculum changes can be made through Oct 1. | |
| Approval of September 25, 2019 Agenda | Motion to recommend: Vanessa Seconded: Rachel CAC Committee Voted: Aye |
| Approval of September 18, 2019 Minutes | Motion to recommend: Beth Seconded: Keith CAC Committee Voted: Aye |
| Consent Agenda | |
| Effective Fall 2020 HOSP 77 (revision approved by CAC 9/11/19): Change Materials Fee from \$20 to \$25 | Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye |
| Action Agenda | |
| Courses and Programs | |

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| LETP 132: Organizational Leadership | Revision | Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye |
| LETP 144A: P.O.S.T. Intensive Basic Academy I | Revision | Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye |
| | | Motion to recommend Requisite: Keith Seconded: Rachel CAC Committee Voted: Aye |
| LETP 144B: P.O.S.T. Intensive Basic Academy II | Revision Originator will move Objective 1 to an SLO. | Motion to recommend: Keith Seconded: Rachel CAC Committee Voted: Aye Approved pending update to SLO/Objectives |
| LETP 145A: P.O.S.T. Intensive Basic Academy III | Revision | Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye |
| LETP 180: Citizens' Academy | Revision Outcome - "recognize" is hard to measure. Update word choice to make it easier to measure. | Motion to recommend: Lynn Seconded: Keith CAC Committee Voted: Aye Approved pending update to SLO. |
| LETP 230: Advanced Officer Course | Revision | Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye |
| LETP 231.95: Officer Safety – Field Tactics | Revision | Motion to recommend: Rachel Seconded: Keith |

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| | | CAC Committee Voted: Aye |
| LETP 232.4: Advanced Peace Officer Training: S.W.A.T. Update | Revision | Motion to recommend: Lynn Seconded: Keith CAC Committee Voted: Aye |
| LETP 233.8: Defensive Tactics Instructor Update | Revision | Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye |
| | | Requisite Motion to recommend: Keith Seconded: LaRon CAC Committee Voted: Aye |
| LETP 233.10: Tactical Operation Dispatcher | Revision Remove "knowledge of" from SLO. | Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye Approved pending update to SLO |
| LETP 240.25: Supervisory Update | Revision | Motion to recommend: Rachel Seconded: Keith CAC Committee Voted: Aye |
| LETP 245: Field Training Program | Revision Adjust objects and SLOs. Objective 1 to become the SLO. | Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye Approved pending updates to SLO/objective |
| LETP 254: Dispatch Field Training Program | Revision Update objectives and outcomes so there are only two outcomes. | Motion to recommend: Keith Seconded: Rachel CAC Committee Voted: Aye |

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| Discussion Agenda | | |
| <p>Minimum number of units needed in residency for Certificates of Achievement Previously there was a minimum of 12 units in residency to grant a certificate of achievement. The state has recently lowered the number of units in a CoA to eight. If we use a percentage (like 50%) of units, it could require our students in some majors to take more units at MPC (Auto Tech). Another option is to lower a percentage to like 20%. Six units in the major whether it is a degree or certificate.</p> <p>ENSL 413: Revision (units & hours calculation) Discussed question regarding physical computer labs and how location impacts the number of units/hours. Further conversation needs to happen with ENSL originator.</p> | | |