

Curriculum Advisory Committee  
Meeting minutes

DATE: October 23, 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, Chair/Creative Arts → voting member
✓	Keith Eubanks, Humanities → voting member	✓	Erin O'Hare, Kinesiology, → voting member
	He Seon Ihn, Articulation Officer → voting member		Laura Patterson, CurricUNET Specialist
✓	Lynn Iwamoto, Physical Sciences → voting member	✓	Beth Penney, Basic Skills/Humanities → voting member
✓	LaRon Johnson, Counselling/Student Services → voting member	✓	David Seagal, Business & Technology → voting member
✓	Kim Kingswold, Curriculum/Catalog Technician	✓	Rachel Whitworth, Social Sciences → voting member
	Jon Knolle, Acting VP of Academic Affairs, Dean of Instruction -- Library, Learning Resources & Online Ed		Cathryn Wilkinson, Dean of Instruction -- Liberal Arts
✓	Vanessa Lord, Life Science → voting member		Vacant, Library
	Vincent van Joolen, Dean of Instruction --- Stem	✓	John Skellenger, Admin Asst III, Guest Support

Meeting Chaired by: Gamble Madsen  
 Notes Submitted by: John Skellenger

Guests: Molly Jansen

Agenda Item	Action
Call to Order	3:42 pm
Announcements	
n/a	
Approval of October 23, 2019 Agenda	Motion to recommend: Beth Seconded: Keith CAC Committee Voted: Aye
Approval of October 9, 2019 Minutes October 16, 2019 Minutes	Motion to recommend: Keith Seconded: Vanessa CAC Committee Voted: Aye
<b>Consent Agenda</b>	
(Effective Fall 2020)  ATHL 18 and ATHL 21: Change Lab hours from "Scheduled" to "TBA"  Program Deletion: Hospitality Operations Management Certificate of Achievement	Motion to recommend: Rachel Seconded: Gamble CAC Committee Voted: Aye

<b>Action Agenda</b>		
<b>Courses and Programs</b>		
PHED 9C: Pickleball III	New	Motion to recommend: Keith Seconded: Erin CAC Committee Voted: Aye
		Motion to recommend Pre-Req: Keith Seconded: Erin CAC Committee Voted: Aye
PHED 9D: Pickleball IV	New	Motion to recommend: Erin Seconded: Keith CAC Committee Voted: Aye
		Motion to recommend Pre-Req: Erin Seconded: Rachel CAC Committee Voted: Aye
HOSP 20: Catering	DE Revision	Motion to recommend: Rachel Seconded: Keith CAC Committee Voted: Aye
		Motion to recommend DE: Lynn Seconded: Keith CAC Committee Voted: Aye
HOSP 40: Wine Fundamentals	DE Revision	Motion to recommend: Keith Seconded: Lynn

		CAC Committee Voted: Aye
		Motion to recommend DE: Rachel Seconded: Lynn CAC Committee Voted: Aye
HOSP 41: Wine Appreciation and Analysis	DE Revision  Updated requisite/Advisory (age 21) to Limitation.	Motion to recommend: Rachel Seconded: Laura CAC Committee Voted: Aye
		Motion to recommend DE: Lynn Seconded: LaRon CAC Committee Voted: Aye
HOSP 42: Wine Service  HOSP 442: Wine Service	New DE  Update outcomes. "Competently pair food and wine"  Update requisites - advisory - non-course, reading and writing	Motion to recommend: Rachel Seconded: Keith CAC Committee Voted: Aye
		Motion to recommend DE: Keith Seconded: Laura CAC Committee Voted: Aye
HOSP 43: Origins of Wine  HOSP 443: Origins of Wine	New DE  Update objectives and outcomes - remove SLO 1, remove objective 1.	Motion to recommend: Keith Seconded: Erin CAC Committee Voted: Aye
		Motion to recommend DE: Erin Seconded: Rachel CAC Committee Voted: Aye
HOSP 44: Beer, Wine, & Spirits	New DE	Motion to recommend: Laura Seconded: Vanessa CAC Committee Voted: Aye

HOSP 444: Beer, Wine, & Spirits	Outcome 1 - update language to "identify and describe"	Motion to recommend DE: Rachel Seconded: Lynn CAC Committee Voted: Aye
HOSP 45: Food and Wine Pairing	New DE	Motion to recommend: Lynn Seconded: LaRon CAC Committee Voted: Aye
HOSP 445: Food and Wine Pairing	Update outcome 2	Motion to recommend DE: Erin Seconded: Rachel CAC Committee Voted: Aye
HOSP 46: Monterey County Wines	New DE	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye
HOSP 446: Monterey County Wines	Remove outcome 2, already part of objectives	Motion to recommend DE: Lynn Seconded: Vanessa CAC Committee Voted: Aye
HOSP 58: Sanitation, Safety, Equipment	DE Revision	Motion to recommend: Vanessa Seconded: Laura CAC Committee Voted: Aye
	Update requisites/Basic Skills advisory to course advisory	Motion to recommend DE: Erin Seconded: Rachel CAC Committee Voted: Aye
HOSP 60: Special Events Management	DE Revision	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye
	Update mapping	Motion to recommend: Keith Seconded: Vanessa CAC Committee Voted: Aye
	Move Objective 4 (Plan...) to outcome and move objective 7 to Outcome. Move the existing SLOs to	Motion to recommend: Keith Seconded: Vanessa CAC Committee Voted: Aye

	objectives.	
HOSP 64: Customer Service	DE Revision	Motion to recommend: Lynn Seconded: Erin CAC Committee Voted: Aye
		Motion to recommend DE: Rachel Seconded: Lynn CAC Committee Voted: Aye
HOSP 66: Career Readiness	DE Revision  Update title to "Hospitality Career Readiness", as there are other courses with similar titles.	Motion to recommend: Laura Seconded: Keith CAC Committee Voted: Aye
		Motion to recommend DE: Erin Seconded: Lynn CAC Committee Voted: Aye
HOSP 78: Bakeshop: Basic Baking Techniques  HOSP 81: Bakeshop: Pies and Tarts  HOSP 82: Bakeshop: Cakes, Tortes, and Decorating Techniques  HOSP 83: Bakeshop: French Pastries and Restaurant-Style Desserts  HOSP 87: Bakeshop: Regional French Desserts  HOSP 88: Chocolate II: Chocolates	Revision	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye

<p>and Confections</p> <p>HOSP 477: Bakeshop: Yeasted and Non-Yeasted Breads</p> <p>HOSP 478: Bakeshop: Basic Baking Techniques</p> <p>HOSP 481: Bakeshop: Pies and Tarts</p> <p>HOSP 482: Bakeshop: Cakes, Tortes, and Decorating Techniques</p> <p>HOSP 483: Bakeshop: French Pastries and Restaurant-Style Desserts</p> <p>HOSP 87: Bakeshop: Regional French Desserts</p> <p>HOSP 88: Chocolate II: Chocolates and Confections</p>		
<p>HOSP 84: Chocolate I: Introduction to Chocolate</p> <p>HOSP 484: Chocolate I: Introduction to Chocolate</p>	<p>Revision</p> <p>Outcomes updated</p>	<p>Motion to recommend: Keith  Seconded: Vanessa  CAC Committee Voted: Aye</p>
<p>HOSP 441: Wine Appreciation and</p>	<p>New DE</p>	<p>Motion to recommend: LaRon  Seconded: Lynn</p>

Analysis	Same adjustments as HOSP 41	CAC Committee Voted: Aye
	Requisites - basic reading and writing	Motion to recommend DE: Keith Seconded: Lynn CAC Committee Voted: Aye
Baking and Pastry Arts Certificate of Completion (Career Technical)	New	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye
Baking and Pastry Arts Certificate of Achievement	Revision	
Culinary Arts Fundamentals Certificate of Achievement	New	Tabled for deletion
Hospitality Entrepreneurship Certificate of Achievement	New	Motion to recommend: Keith Seconded: Vanessa CAC Committee Voted: Aye
Hospitality Online Marketing Certificate of Achievement	New	Motion to recommend: LaRon Seconded: Lynn CAC Committee Voted: Aye
Sustainable Culinary Arts Certificate of Achievement	Revision	Motion to recommend: Keith Seconded: Vanessa CAC Committee Voted: Aye



Sustainable Culinary Arts Management Certificate of Achievement	Revision	Tabled for deletion
Sustainable Food & Beverage Management Certificate of Achievement	Revision	Motion to recommend: Keith Seconded: Rachel CAC Committee Voted: Aye
Sustainable Food & Beverage Management Associate in Science	Revision	Motion to recommend: Keith Seconded: Erin CAC Committee Voted: Aye
Wine Professional Level I Certificate of Training  Wine Professional Level II Certificate of Completion  Wine Professional Level II Certificate of Achievement	Revision	Motion to recommend: Rachel Seconded: Vanessa CAC Committee Voted: Aye