

Curriculum Advisory Committee
Meeting minutes

DATE: September 16, 2020 LOCATION: Virtual Meeting Via Zoom @ 3:00 pm - 5:00 pm			
<u>Attendees:</u>			
✓	Richard Abend, ESL → Voting Member	✓	Vanessa Lord, Life Science → voting member
	Diane Boynton, Acting Dean of Instruction -- Liberal Arts	✓	Laura Loop, Nursing → voting member
	Kendra Cabrera, Acting Dean of Instruction	✓	Gamble Madsen, Chair/Creative Arts → voting member
	Judy Cutting, Dean of Instruction -- CTE	✓	Erin O'Hare, Kinesiology, → voting member
✓	Bill Easton, Library → voting member	✓	Beth Penney, Basic Skills/Humanities → voting member
✓	Keith Eubanks, Humanities → voting member	✓	David Seagal, Business & Technology → voting member
✓	He Seon Ihn, Articulation Officer → voting member	✓	Vincent van Joolen, Dean of Instruction --- Stem
✓	Lynn Iwamoto, Physical Sciences → voting member	✓	Rachel Whitworth, Social Sciences → voting member
✓	LaRon Johnson, Counselling/Student Services → voting member		John Baek, ASMPc Student Representative
✓	Kim Kingswold, Curriculum/Catalog Technician	✓	John Skellenger, Academic Affairs Coordinator
✓	Jon Knolle, Interim VP of Academic Affairs		

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

Guests:

Agenda Item		Action
Call to Order		3:07 pm
Announcements		
n/a		
Approval of September 16, 2020 Agenda		Motion to recommend: Richard Seconded: Vanessa CAC Committee Voted: Aye
Approval of September 9, 2020 Minutes		Motion to recommend: Laura Seconded: Rachel CAC Committee Voted: Aye
Consent Agenda (effective Fall 2021)		
n/a		
Action Agenda (DE effective Fall 2020 retroactive, Other Approvals effective Fall 2021)		
Courses and Programs		

ATHL 20.11 (Skill Development for Soccer – Men)	DE Revision	<p>Motion to recommend: Lynn Seconded: Bill CAC Committee Voted: Aye</p> <p>Approved, pending the completion of the Requisite Analysis and any additional work on Outcomes and/or Objectives.</p> <p>Motion to recommend DE: Richard Seconded: Vanessa CAC Committee Voted: Aye</p>
ATHL 30.6 (Intercollegiate Soccer: Women)	DE Revision	<p>Motion to recommend: Rachel Seconded: Lynn CAC Committee Voted: Aye</p> <p>Approved, pending the completion of the Requisite Analysis and any additional work on Outcomes and/or Objectives.</p> <p>Motion to recommend DE: Bill Seconded: Richard CAC Committee Voted: Aye</p>
DANC 12A (Ballet I)	DE Revision Objective #5 revision - Remove “identify” and leave “name.”	<p>Motion to recommend: Lynn Seconded: Lynn CAC Committee Voted: Aye</p> <p>Approved, pending the completion of any additional work on Outcomes and/or Objectives.</p>
DANC 12B (Ballet II)	DE Revision	<p>Motion to recommend DE: Richard Seconded: Vanessa CAC Committee Voted: Aye</p>
DANC 12C (Ballet III)	DE Revision	<p>Motion to recommend DE: Richard Seconded: Vanessa CAC Committee Voted: Aye</p>

DANC 12D (Ballet IV)	DE Revision	Motion to recommend Pre-Req (12B, 12C, 12D): Bill Seconded: Vanessa CAC Committee Voted: Aye
DANC 15A (Ethnic Dance Forms I)	DE Revision	Motion to recommend: Lynn Seconded: Bill CAC Committee Voted: Aye
DANC 15B (Ethnic Dance Forms II)	DE Revision	Approved, pending the completion of any additional work on Outcomes and/or Objectives. Motion to recommend DE: Rachel Seconded: Gamble CAC Committee Voted: Aye Motion to recommend Pre-Req (15B, 15C, 15D): Richard Seconded: Gamble CAC Committee Voted: Aye
DANC 15C (Ethnic Dance Forms III)	DE Revision	
DANC 15D (Ethnic Dance Forms IV)	DE Revision	
PFIT 6 (Cross-Training)	DE Revision May need additional examples of assignments.	Motion to recommend: Erin Seconded: Laura CAC Committee Voted: Aye Approved, pending the completion of any additional work on Outcomes and/or Objectives. Motion to recommend DE: Vanessa Seconded: Gamble CAC Committee Voted: Aye

PFIT 16A (Tai-Chi I)	DE Revision	Motion to recommend: Lynn Seconded: Richard CAC Committee Voted: Aye
PFIT 16B (Tai-Chi II)	DE Revision Update/remove one of the nearly identical Requisite Analyses.	Approved, pending updates to Requisite Analysis on 16B and possible updates to Outcomes.
PFIT 16C (Tai-Chi III)	DE Revision	Motion to recommend DE: Vanessa Seconded: Gamble CAC Committee Voted: Aye
PFIT 16D (Tai-Chi IV)	DE Revision	Motion to recommend Pre-Req (16B, 16C, 16D): Bill Seconded: Laura CAC Committee Voted: Aye
PFIT 19A (Body Sculpting I)	DE Revision	Motion to recommend: Keith Seconded: Rachel CAC Committee Voted: Aye
PFIT 19B (Body Sculpting II)	DE Revision	Approved, pending the completion of any additional work on Outcomes and/or Objectives.
PFIT 19C (Body Sculpting III)	DE Revision Removed the Basic Skills Advisory of PFIT 19B.	Motion to recommend DE: Lynn Seconded: Laura CAC Committee Voted: Aye
PFIT 19D (Body Sculpting IV)	DE Revision	Motion to recommend Pre-Req (19B, 19C, 19D): Bill Seconded: Gamble CAC Committee Voted: Aye

PFIT 21A (Flexibility and Relaxation Techniques I)	DE Revision Additional Examples of class activities may be needed.	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye Motion to recommend DE: Keith Seconded: Vanessa CAC Committee Voted: Aye
PFIT 21B (Flexibility and Relaxation Techniques II)	DE Revision	Motion to recommend Pre-Req (21B, 21C): Lynn Seconded: Gamble CAC Committee Voted: Aye
PFIT 21C (Flexibility and Relaxation Techniques III)	DE Revision	
PFIT 22A (Fitness through Swimming I)	DE Revision	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye
PFIT 22B (Fitness through Swimming II)	DE Revision	Motion to recommend DE: Keith Seconded: Rachel CAC Committee Voted: Aye
PFIT 22C (Fitness through Swimming III)	DE Revision	Motion to recommend Pre-Req (22B, 22C, 22D): Rachel Seconded: Lynn CAC Committee Voted: Aye
PFIT 22D (Fitness through Swimming IV)	DE Revision	
PHED 12B (Competitive Swimming I)	DE Revision Additional examples of class activities may be needed (for each class in sequence) .	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye Motion to recommend DE: Laura Seconded: Bill CAC Committee Voted: Aye
PHED 12C (Competitive Swimming II)	DE Revision	Motion to recommend Pre-Req (12C, 12D,

PHED 12D (Competitive Swimming III)	DE Revision	12E): Vanessa Seconded: Rachel CAC Committee Voted: Aye
PHED 12E (Competitive Swimming IV)	DE Revision	
PHED 15A (Volleyball I)	DE Revision Additional examples of class activities may be needed (for each class in sequence).	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye Motion to recommend DE: Vanessa Seconded: Keith CAC Committee Voted: Aye
PHED 15B (Volleyball II)	DE Revision	Motion to recommend Pre-Req (15B, 15C, 15D): Rachel Seconded: Lynn CAC Committee Voted: Aye
PHED 15D (Volleyball III)	DE Revision	
PHED 15E (Volleyball IV)	DE Revision	
PHED 24A (Beach Volleyball I)	DE Revision Revise Outcome to say, "Analyze and apply..." rather than just apply.	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye Approved, pending revision to the outcome.
PHED 24B (Beach Volleyball II)	DE Revision Revise Outcome to say, "Analyze and apply..." rather than just apply.	Motion to recommend DE: Keith Seconded: Laura CAC Committee Voted: Aye Motion to recommend Pre-Req (24B): Rachel Seconded: Gamble

		CAC Committee Voted: Aye
MATH 260 (Pre-Statistics)	DE Revision	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye Motion to recommend DE: Bill Seconded: Lynn CAC Committee Voted: Aye
MATH 317 (Support for Finite Mathematics)	DE Revision	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye Motion to recommend DE: Lynn Seconded: Keith CAC Committee Voted: Aye Motion to recommend Co-Req: Richard Seconded: Gamble CAC Committee Voted: Aye
NURS 52A (Nursing I)	DE Revision	Motion to recommend: Keith Seconded: Vanessa CAC Committee Voted: Aye
NURS 52B (Nursing II)	DE Revision	Motion to recommend DE: Bill Seconded: Vanessa CAC Committee Voted: Aye
NURS 52C (Nursing III)	DE Revision	Motion to recommend Pre/CO-Req: Richard Seconded: Rachel
NURS 52D (Nursing IV)	DE Revision	CAC Committee Voted: Aye

NURS 54 (Nursing I Accelerated)	DE Revision	Motion to recommend: Richard Seconded: Keith CAC Committee Voted: Aye
NURS 55 (Applied Foundations of Nursing)	DE Revision	Motion to recommend DE: Vanessa Seconded: Bill CAC Committee Voted: Aye
NURS 65 (Nursing Role Transition)	DE Revision	Motion to recommend Pre/Co-Req: Rachel Seconded: Laura CAC Committee Voted: Aye
NURS 100 (Pharmacology for Nursing)	DE Revision Move Objective #6 to be Outcome #3.	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye Approved ,pending update to objective/outcome. Motion to recommend DE: Bill Seconded: Gamble CAC Committee Voted: Aye Motion to recommend Pre/Co-Req: Lynn Seconded: Keith CAC Committee Voted: Aye
NURS 150 (Nursing Program Readiness)	DE Revision	Motion to recommend: Rachel Seconded: Keith CAC Committee Voted: Aye Motion to recommend DE: Keith Seconded: Richard CAC Committee Voted: Aye

NURS 160L (Role Development for Nursing Students Guided Laboratory)	DE Revision	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye Motion to recommend DE: Richard Seconded: Keith CAC Committee Voted: Aye
NURS 180B (Beginning Professional Skills Development)	DE Revision	Tabled until 180A is ready and will be taken as a group.
NURS 180C (Intermediate Professional Skills Development)	DE Revision	
NURS 180D (Advanced Professional Skills Development)	DE Revision	
NURS 204 (Supervised Nursing Skills Lab I)	DE Revision	
NURS 205 (Supervised Nursing Skills Lab II)	DE Revision	Motion to recommend DE: Bill Seconded: Gamble CAC Committee Voted: Aye
NURS 206 (Supervised Nursing Skills Lab III)	DE Revision	Motion to recommend Pre/Co-Req: Lynn Seconded: Keith CAC Committee Voted: Aye
NURS 207 (Supervised Nursing Skills Lab IV)	DE Revision	CAC Committee Voted: Aye
NURS 264 (Basic Arrhythmia and Coronary Care)	DE Revision Objectives need to be mapped.	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye

		<p>Approved, pending completion of objective mapping.</p> <p>Motion to recommend DE: Bill Seconded: Gamble CAC Committee Voted: Aye</p>
--	--	---

Discussion Agenda

Update to Resource Guide to Institutional Decision Making: Review of CAC information

Keith brought up the idea of formalizing the agreement between LAC and CAC to have a permanent representative, the SLO coordinator, as part of the CAC committee. The strengthened relationship would be good for the accreditation process and ensuring the two committees work together and keep each other informed now and in the future. After a discussion the motion was made to formalize this agreement.

Motion to recommend: Richard
 Seconded: Keith
 CAC Committee Voted: Aye

Additional discussion about the Resource Guide included the current CAC reporting structure as it is and if that falls within the parameters of Title 5. Our documentation shows that we report directly to the President and Board, but Title 5 suggests we should report to the Academic Senate. CAC is associated with the Academic Senate as they confirm the appointments to all committees including CAC. There is documentation from many years ago of the Senate deferring authority on curriculum to CAC. That documentation will be found and brought to the committee at a future meeting.