

Curriculum Advisory Committee  
Meeting minutes

DATE: October 14, 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 Skellenger, Academic Affairs Coordinator
	Kim Kingswold, Curriculum/Catalog Technician		
✓	Jon Knolle, Interim VP of Academic Affairs		

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

Guests:

Agenda Item	Action
Call to Order	3:05 pm
<b>Announcements</b>	
Gamble asked the committee if we would like to meet on two of the board meeting dates in order to relieve the pressure on remaining meeting dates. She will send out a revised schedule.	
<b>Approval of October 14, 2020 Agenda</b>	Motion to recommend: Keith Seconded: Laura CAC Committee Voted: Aye
<b>Approval of October 7, 2020 Minutes</b>	Motion to recommend: Lynn Seconded: Keith CAC Committee Voted: Aye
<b>Consent Agenda (effective Fall 2021)</b>	
Deletions: DRAF 70, DRAF 72A, DRAF 73 FASH 61 Computer Information Systems Associate in Science	<b>DRAF &amp; FASH Courses Tabled</b> as some courses serve as advisories or prerequisites to other courses. DRAF and INTD are recommended for discontinuance.  Motion to recommend CSIS AS Deletion: Lynn Seconded: David CAC Committee Voted: Aye

**Action Agenda (DE effective Fall 2020 retroactive, Other Approvals effective Fall 2021)**

**Courses and Programs**

CHEM 1B (General Chemistry II)	DE Revision	Motion to recommend: Keith Seconded: Bill CAC Committee Voted: Aye  Motion to recommend DE: Rachel Seconded: Lynn CAC Committee Voted: Aye  Motion to recommend Pre/Co Req (CHEM 1A & MATH 263 or HS Intermediate Algebra): Rachel Seconded: Gamble CAC Committee Voted: Aye
CHEM 30A (Introductory Chemistry for Health Sciences)	DE Revision	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye
CHEM 30B (Organic and Biological Chemistry for Health Sciences)	DE Revision	Motion to recommend DE: Keith Seconded: Bill CAC Committee Voted: Aye  Motion to recommend Pre/Co Req (MATH 261 or MATH 260 or HS Algebra for CHEM 30A)(CHEM 30A for CHEM 30B): Rachel Seconded: Vanessa CAC Committee Voted: Aye
ENGL 2 (Argumentative Writing and Critical Thinking)	DE Revision	Tabled

ENGL 51 (Fiction Writing)	DE Revision	<p>Motion to recommend: Keith          Seconded: Lynn          CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill          Seconded: Keith          CAC Committee Voted: Aye</p>
ENGL 52 (Creative Nonfiction Writing)	DE Revision	<p>Motion to recommend: Keith          Seconded: Rachel          CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill          Seconded: Lynn          CAC Committee Voted: Aye</p>
ENGL 53 (Poetry Writing)	DE Revision	<p>Motion to recommend: Keith          Seconded: Lynn          CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Keith          Seconded: Rachel          CAC Committee Voted: Aye</p>
ENGL 54 (Novel Writing)	<p>DE Revision</p> <p>Possible addition of Roman numeral (I) after the title as it is part of a sequence of courses.</p>	<p>Motion to recommend: Keith          Seconded: Lynn          CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill          Seconded: Gamble          CAC Committee Voted: Aye</p>
ENGL 55 (Novel Writing II)	DE Revision	
ENGL 56A (Magazine Editing and Publishing I)	DE Revision	<p>Motion to recommend: Keith          Seconded: Rachel</p>

ENGL 56B (Magazine Editing and Publishing II)	DE Revision	CAC Committee Voted: Aye  Motion to recommend DE: Bill Seconded: Keith CAC Committee Voted: Aye
ENGL 101A (College Composition Plus)	DE Revision	Motion to recommend: Laura Seconded: Gamble CAC Committee Voted: Aye  Motion to recommend DE: Keith Seconded: Bill CAC Committee Voted: Aye  Motion to recommend Co Req (ENGL 1A): Keith Seconded: Lynn CAC Committee Voted: Aye
ENGL 111 (Academic Reading and Writing)	DE Revision	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye  Motion to recommend DE: Lynn Seconded: Keith CAC Committee Voted: Aye
ENGL 300 (Personalized Writing Instruction)	DE Revision	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye  Motion to recommend DE: Rachel Seconded: Bill CAC Committee Voted: Aye

ENGL 351 (College Reading Strategies I)	DE Revision  In the outcome, replace “utilize” with “apply”.	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye  Motion to recommend DE: Keith Seconded: Bill CAC Committee Voted: Aye
ENGL 352 (College Reading Strategies II)	DE Revision	Motion to recommend DE: Keith Seconded: Bill CAC Committee Voted: Aye
English Associate in Arts for Transfer	Revision	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye
English: Creative Writing Certificate of Achievement	Revision	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye
English: Creative Writing Associate in Arts	New  Added GE statement.  On SLOs 2 & 3 it is suggested to use the certificate language rather than the degree language.	Pending revisions and alignment of SLOs and revision of the course block statement.
English: Great Books Certificate of Achievement	Revision	Motion to recommend: Bill Seconded: Keith CAC Committee Voted: Aye
FREN 1A (Elementary French I)	DE Revision  Revise the basic skills advisory to be a course advisory of ENGL 1A.	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted:  Pending revisions to the advisory and

	Revise the word “using” to “apply” to help with redundancy. Replace “beginning” with “basic” or “introductory.”	outcomes. Motion to recommend DE: Bill Seconded: Gamble CAC Committee Voted: Aye
FREN 1B (Elementary French II)	DE Revision  Revise the word “using” to “apply” to help with redundancy in outcome 1. Revise SLO 4.	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye  Approved, pending revisions to outcomes language.  Motion to recommend DE: Keith Seconded: Bill CAC Committee Voted: Aye  Motion to recommend Pre/Co Req (FREN 1A): Keith Seconded: Gamble CAC Committee Voted: Aye
FREN 2B (Advanced French)	DE Revision  Replace the word “Advanced” rather than using “more complex.”	Motion to recommend: Keith Seconded: Rachel CAC Committee Voted: Aye  Approved, pending revisions to outcomes language.  Motion to recommend DE: Bill Seconded: Laura CAC Committee Voted: Aye  Motion to recommend Pre/Co Req (FREN 2A): Laura Seconded: Lynn

		CAC Committee Voted: Aye
FREN 50A (Intermediate French Conversation I)	DE Revision	<p>Motion to recommend: Keith          Seconded: Lynn          CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Rachel          Seconded: Gamble          CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/Co Req (FREN1B):          Bill          Seconded: Lynn          CAC Committee Voted: Aye</p>
FREN 50B (Intermediate French Conversation II)	DE Revision	<p>Motion to recommend: Keith          Seconded: Lynn          CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Keith          Seconded: Vanessa          CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/Co Req (FREN 1B &amp; FREN 50A): Keith          Seconded: Gamble          CAC Committee Voted: Aye</p>
MATH 10 (Mathematics for General Education)	<p>DE Revision</p> <p>Replace “recognize” with “identify” in outcome 1. Replace “utilize” with “apply” in outcome 2.</p>	<p>Motion to recommend: Keith          Seconded: Lynn          CAC Committee Voted: Aye</p> <p>Approved, pending changes to the outcomes.</p> <p>Motion to recommend DE: Rachel</p>

		<p>Seconded: Bill CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/Co Req (MATH 263 or MM): Keith Seconded: Lynn CAC Committee Voted: Aye</p>
MATH 20A (Calculus with Analytic Geometry I)	DE Revision	<p>Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Keith Seconded: Bill CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/Co Req (MATH 13 or MM): Keith Seconded: Lynn CAC Committee Voted: Aye</p>
MATH 20B (Calculus with Analytic Geometry II)	DE Revision	<p>Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Rachel Seconded: Gamble CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/Co Req (MATH 20A): Bill Seconded: Lynn CAC Committee Voted: Aye</p>
MATH 263 (Intermediate Algebra and Coordinate Geometry)	DE Revision	<p>Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye</p>

		<p>Motion to recommend DE: Keith  Seconded: Vanessa  CAC Committee Voted: Aye</p>
MATH 440 (Supervised Tutoring: Mathematics)	DE Revision	<p>Motion to recommend: Keith  Seconded: Lynn  CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Keith  Seconded: Laura  CAC Committee Voted: Aye</p>
BUSI 70 (Business Communication)	DE Revision	<p>Motion to recommend: Keith  Seconded: Lynn  CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Keith  Seconded: Bill  CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/Co Req (ENGL 1A):  Bill  Seconded: Keith  CAC Committee Voted: Aye</p>
BUSI 120A (Basic Accounting)	DE Revision	<p>Motion to recommend: Keith  Seconded: Lynn  CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill  Seconded: Gamble  CAC Committee Voted: Aye</p>
BUSI 449 (Professional Selling)	<p>New DE</p> <p>Suggest revise outcome 3 verbiage in</p>	<p>Tabled to coordinate outcome 3 with BUSI 49,  so courses stay mirrored.</p>

	reference to “long term relationships,” or include measurable skills that would lead to such.	
BUSI 450 (Introduction to Marketing)	New DE	<p>Motion to recommend: Keith  Seconded: Lynn  CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Keith  Seconded: Laura  CAC Committee Voted: Aye</p>
BUSI 454 (Introduction to E-Marketing)	New DE	<p>Motion to recommend: Keith  Seconded: Rachel  CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill  Seconded: Gamble  CAC Committee Voted: Aye</p>
BUSI 464 (Customer Service)	New DE	<p>Motion to recommend: Keith  Seconded: Gamble  CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill  Seconded: Gamble  CAC Committee Voted: Aye</p>
ECED 40 (Positive Child Guidance)	<p>DE Revision</p> <p>Revise SLOs.</p>	<p>Motion to recommend: Bill  Seconded: Laura  CAC Committee Voted: Aye</p> <p>Approved, pending revisions to outcomes.</p> <p>Motion to recommend DE: Rachel  Seconded: Gamble  CAC Committee Voted: Aye</p>

<p>ECED 74 (Working with Children and Families Impacted by Stress and Trauma)</p>	<p>DE Revision</p> <p>Merge outcomes 1 and 2.</p>	<p>Motion to recommend: Keith  Seconded: Bill  CAC Committee Voted: Aye</p> <p>Approved, pending revision to outcomes.</p> <p>Motion to recommend DE: Bill  Seconded: Gamble  CAC Committee Voted: Aye</p>
<p>ECED 81 (Creativity in Art and Small Motor Development)</p>	<p>DE Revision</p>	<p>Motion to recommend:  Seconded:  CAC Committee Voted:</p> <p>Motion to recommend DE:  Seconded:  CAC Committee Voted:</p>
<p>ECED 82 (Science and Math Curriculum)</p>	<p>DE Revision</p>	<p>Did not address during the meeting due to time.</p>
<p>ECED 83 (Large Motor Development: Music and Movement for Young Children)</p>	<p>DE Revision</p>	
<p>ECED 84 (Language and Literacy Curriculum)</p>	<p>DE Revision</p>	
<p>EDUC 2 (Critical Thinking and Public Education)</p>	<p>DE Revision</p>	
<p>GWOS 4 (Gender, Sexuality, and Popular Culture)</p>	<p>DE Revision</p>	

KINS 92 (Practical Experience in Personal Training)	DE Revision	
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### Discussion Agenda

#### **CSU requirement of general education in Ethnic Studies (Area F) effective Fall 2021**

CSUs are now required to have an Ethnic Studies course for an undergraduate degree. This requirement will likely be passed down to the community college. It is a new section, F. Documentation which provides the outcomes and requirements for the course is available. Please reach out to He Seon for copies/links. The courses should focus on African-American, Latinx, Native American and Asian, but not LGBTQ. It is planned to take effect in Fall 21. The IGETC submissions deadline for area F is being extended to February. MPC may already have courses that qualify.