

Curriculum Advisory Committee
Meeting minutes

DATE: October 21, 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	✓	John Baek, Student Representative
✓	Jon Knolle, Interim VP of Academic Affairs		

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

Guests:

Agenda Item		Action
Call to Order		3:06 pm
Announcements		
n/a		
Approval of November 4, 2020 Agenda		Motion to recommend: Keith Seconded: Laura CAC Committee Voted: Aye
Approval of October 28, 2020 Minutes		Motion to recommend: Keith Seconded: Lynn 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		
POLS 3 (Introduction to Political Theory and Thought)	DE Revision Revise outcomes and objectives. Merge objectives 3 and 4.	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye Approved, pending revisions to outcomes and objectives.

		<p>Motion to recommend DE: Rachel Seconded: Gamble CAC Committee Voted: Aye</p>
<p>POLS 7 (Introduction to Political Science Research Methods)*</p>	<p>DE Revision</p> <p>Consider using PSYC/SOCI 19 as an optional course advisory.</p>	<p>Motion to recommend: Rachel Seconded: Keith CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Laura Seconded: Bill CAC Committee Voted: Aye</p>
<p>SPAN 1 (Elementary Spanish I)</p>	<p>DE Revision</p> <p>Remove the non-course advisory text regarding rules of grammar but keep ENGL 1A.</p>	<p>Motion to recommend: Bill Seconded: Gamble CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Rachel Seconded: Gamble CAC Committee Voted: Aye</p>
<p>SPAN 1S (Elementary Spanish for Spanish Speakers)*</p>	<p>DE Revision</p>	<p>Motion to recommend: Lynn Seconded: Laura CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill Seconded: Gamble CAC Committee Voted: Aye</p>
<p>SPAN 2 (Elementary Spanish)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill Seconded: Keith</p>

		<p>CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/CO Req (SPAN 1A or Span 1): Rachel Seconded: Gamble CAC Committee Voted: Aye</p>
<p>SPAN 2S (Elementary Spanish for Spanish Speakers)*</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill Seconded: Richard CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/CO Req (SPAN 1S-A or SPAN 1S): Keith Seconded: Lynn CAC Committee Voted: Aye</p>
<p>SPAN 3 (Intermediate Spanish I)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Rachel Seconded: Laura CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/CO Req (SPAN 1B or SPAN 2): Keith Seconded: Gamble CAC Committee Voted: Aye</p>

<p>SPAN 3S (Intermediate Spanish for Spanish Speakers)*</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill Seconded: Rachel CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/CO Req (SPAN 1S-B or SPAN 2S): Keith Seconded: Gamble CAC Committee Voted: Aye</p>
<p>SPAN 4 (Intermediate Spanish)</p>	<p>DE Revision</p>	<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> <p>Motion to recommend Pre/CO Req (SPAN 2A or SPAN 3): Keith Seconded: Bill CAC Committee Voted: Aye</p>
<p>SPAN 4S (Intermediate Spanish for Spanish Speakers)*</p>	<p>DE Revision</p> <p>Move outcome 5 to objectives to mirror other courses in this area.</p>	<p>Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye</p> <p>Approved, pending revisions to the outcomes/objectives.</p> <p>Motion to recommend DE: Bill</p>

		<p>Seconded: Keith CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/CO Req (SPAN 2S-A or SPAN 3S): Keith Seconded: Gamble CAC Committee Voted: Aye</p>
<p>SPAN 5 (Literature of the Spanish-Speaking World)*</p>	<p>DE Revision</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> <p>Motion to recommend Pre/CO Req (SPAN 2 or SPAN 1S): Laura Seconded: Rachel CAC Committee Voted: Aye</p>
<p>SPAN 18 (formerly 6) (Spanish Through Film)</p>	<p>DE Revision</p> <p>Number changed from 6 to 18.</p> <p>Outcome 5 should move to objectives.</p> <p>Complete requisite Analysis.</p>	<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> <p>Motion to recommend Pre/CO Req (SPAN 1S): Seconded: Keith CAC Committee Voted: Laura</p>

<p>SPAN 10 (formerly 7A) (Spanish for the Professions)</p>	<p>New DE</p> <p>Number changed from 7A to 10, but may consider changing to a number in the 30s to coordinate with other professional/interpretation courses.</p>	<p>Motion to recommend: Keith Seconded: Rachel CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Keith Seconded: Gamble CAC Committee Voted: Aye</p>
<p>SPAN 31 (formerly 7B) (Medical Interpretation English-Spanish)</p>	<p>New DE</p> <p>Complete Requisite analysis.</p> <p>Number 31 is NOT available as it has been used before. Recommend choosing another number in the 30's.</p>	<p>Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye</p> <p>Approved, pending final course number TBD.</p> <p>Motion to recommend DE: Bill Seconded: Keith CAC Committee Voted: Aye</p>
<p>SPAN 12 (formerly 31) (Introduction to Translation and Interpreting: Spanish/English)</p>	<p>DE Revision</p> <p>Advise that the number remains 31 to group professional/interpretation courses together.</p>	<p>Motion to recommend: Keith Seconded: Rachel CAC Committee Voted: Aye</p> <p>Approved, pending confirmation of numbering.</p> <p>Motion to recommend DE: Bill Seconded: Keith CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/CO Req (SPAN 3 or SPAN 1S): Keith</p>

		<p>Seconded: Laura CAC Committee Voted: Aye</p>
<p>SPAN 50A (Intermediate Spanish Conversation I)*</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill Seconded: Rachel CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/CO Req (SPAN 1B or SPAN 1S-A or SPAN 1S or SPAN 2): Keith Seconded: Lynn CAC Committee Voted: Aye</p>
<p>SPAN 50B (Intermediate Spanish Conversation II)*</p>	<p>DE Revision</p>	<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 (SPAN 5A or SPAN 2A or SPAN 3): Keith Seconded: Laura CAC Committee Voted: Aye</p>
<p>SPAN 22 (formerly 60) (Spanish Composition and Conversation)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill</p>

		<p>Seconded: Keith CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/CO Req (SPAN 2 or SPAN 1S): Keith Seconded: Gamble CAC Committee Voted: Aye</p>
Latinx Studies Certificate of Achievement	Revision	<p>Tabled. Waiting to confirm the numbering for the courses before approving. Course numbering may also impact other degree programs.</p>
Linguistics Associate in Arts	Revision	
Spanish Certificate of Achievement	Revision	
Spanish Associate in Arts	Revision	
Spanish Associate in Arts for Transfer	Revision	
Spanish for Spanish Speakers Certificate of Achievement	Revision	
THEA 6 (Script Analysis)*	<p>DE Revision</p> <p>Consider revising outcome to remove semicolon and separate the ideas.</p>	<p>Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye</p> <p>Approved, pending revisions to outcomes.</p> <p>Motion to recommend DE: Rachel Seconded: Bill CAC Committee Voted: Aye</p>

<p>THEA 9 (History of Film: 1880s through 1950s)*</p>	<p>DE Revision</p>	<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>
<p>THEA 10 (History of Film: 1950s to Present)*</p>	<p>DE Revision</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>
<p>HOSP 21 (Urban Agriculture Culinary Arts)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye</p>
<p>HOSP 421 (Urban Agriculture Culinary Arts)</p>	<p>New DE</p>	<p>Motion to recommend DE: Rachel Seconded: Keith CAC Committee Voted: Aye</p>
<p>HOSP 22 (Farm to Table Sustainable Cooking)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye</p>
<p>HOSP 422 (Farm to Table Sustainable Cooking)</p>	<p>New DE</p>	<p>Motion to recommend DE: Bill Seconded: Gamble CAC Committee Voted: Aye</p>

HOSP 23 (Culinary Foundations I)	DE Revision	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye
HOSP 423 (Culinary Foundations I)	New DE	Motion to recommend DE: Keith Seconded: Gamble CAC Committee Voted: Aye
HOSP 24 (Culinary Foundations II)	DE Revision	Motion to recommend: Rachel Seconded: Keith CAC Committee Voted: Aye
HOSP 424 (Culinary Foundations II)	New DE	Motion to recommend DE: Bill Seconded: Keith CAC Committee Voted: Aye Motion to recommend Pre Req for HOSP 24 of HOSP 23/423 and for HOSP 424 of 423/23): Laura Seconded: Keith CAC Committee Voted: Aye
HOSP 77 (Bakeshop: Yeasted and Non-Yeasted Breads)	DE Revision	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye
HOSP 477 (Bakeshop: Yeasted and Non-Yeasted Breads)	DE Revision	Motion to recommend DE: Keith Seconded: Rachel CAC Committee Voted: Aye
HOSP 78 (Bakeshop: Basic Baking Techniques)	DE Revision	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye

HOSP 478 (Bakeshop: Basic Baking Techniques)	DE Revision	Motion to recommend DE: Keith Seconded: Bill CAC Committee Voted: Aye
HOSP 81 (Bakeshop: Pies and Tarts)	DE Revision	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye
HOSP 481 (Bakeshop: Pies and Tarts)	DE Revision	Motion to recommend DE: Rachel Seconded: Bill CAC Committee Voted: Aye
HOSP 82 (Bakeshop: Cakes, Tortes and Decorating Techniques)	DE Revision	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye
HOSP 482 (Bakeshop: Cakes, Tortes and Decorating Techniques)	DE Revision	Motion to recommend DE: Laura Seconded: Keith CAC Committee Voted: Aye
HOSP 83 (Bakeshop: French Pastries and Restaurant-Style Desserts)	DE Revision	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye
HOSP 483 (Bakeshop: French Pastries and Restaurant-Style Desserts)	DE Revision	Motion to recommend DE: Bill Seconded: Keith CAC Committee Voted: Aye
HOSP 84 (Chocolate I: Introduction to Chocolate)	DE Revision	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye

HOSP 484 (Chocolate I: Introduction to Chocolate)	DE Revision	Motion to recommend DE: Bill Seconded: Laura CAC Committee Voted: Aye
HOSP 87 (Bakeshop: Regional French Desserts)	DE Revision	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye
HOSP 487 (Bakeshop: Regional French Desserts)	DE Revision	Motion to recommend DE: Rachel Seconded: Keith CAC Committee Voted: Aye
HOSP 88 (Chocolate II: Chocolates and Confections)	DE Revision	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye
HOSP 488 (Chocolate II: Chocolates and Confections)	DE Revision	Motion to recommend DE: Bill Seconded: Keith CAC Committee Voted: Aye
HOSP 420 (Catering)	New DE	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye Motion to recommend DE: Keith Seconded: Bill CAC Committee Voted: Aye
HOSP 425 (Cottage Food Business)	New DE	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye Motion to recommend DE: Bill

		Seconded: Rachel CAC Committee Voted: Aye
HOSP 464 (Customer Service)	New DE Update cross listing to be BUSI 464.	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye Motion to recommend DE: Keith Seconded: Laura CAC Committee Voted: Aye
HOSP 480 (Food Safety Certification)	New DE Update the outcome to be more comprehensive. Also, use explain rather than demonstrate.	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye Motion to recommend DE: Keith Seconded: Rachel CAC Committee Voted: Aye
Baking and Pastry Arts Certificate of Completion	Revision	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye
Sustainable Culinary Arts Certificate of Completion	New	Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye
Approval of Administrative Procedures		
<ul style="list-style-type: none"> AP 4020.1: Academic Program Development and Approval 		Motion to recommend: Keith Seconded: Lynn CAC Committee Voted: Aye

● AP 4022: Course Approval		Tabled due to time.
● AP 4025: Philosophy and Criteria for Associate Degree & General Education		
● AP 4100: Graduation Requirements for Degrees and Certificates		

Discussion Agenda

n/a
