

Curriculum Advisory Committee
Meeting minutes

DATE: December 9, 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	
Title 5 revision forthcoming on competency requirements associated with the addition of Ethnic Studies	
Approval of December 9, 2020 Agenda	Motion to recommend: Richard Seconded: Keith CAC Committee Voted: Aye
Approval of December 2, 2020 Minutes	Motion to recommend: Keith Seconded: Laura CAC Committee Voted: Aye
Consent Agenda (effective Fall 2021)	
HUMA 10 Exploration of Values in Living: Removal of CSU-GE Area E (approved at GER 11/11/20) to be effective Fall 2022	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye
Approval of Administrative Procedures	
<ul style="list-style-type: none"> AP 4022: Course Approval 	Motion to recommend: Keith Seconded: Laura CAC Committee Voted: Aye Approved with changes as noted on the

		working document.
<ul style="list-style-type: none"> AP 4025: Philosophy and Criteria for Associate Degree & General Education 		<p>Motion to recommend: Keith Seconded: Bill CAC Committee Voted: Aye</p> <p>Approved with changes as noted on the working document.</p>
<ul style="list-style-type: none"> AP 4100: Graduation Requirements for Degrees and Certificates 		<p>Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye</p>
Action Agenda (DE effective Fall 2020 retroactive, Other Approvals effective Fall 2021)		
Courses and Programs		
Computer Networking and Security Certificate of Achievement	<p>Revision</p> <p>Recommend revising the outcomes so that the degree and certificate match. Currently the certificate has more outcomes which makes it look more robust, despite having the same course block.</p>	<p>Motion to recommend: Keith Seconded: David CAC Committee Voted: Aye</p>
Computer Networking and Security Associate in Science	Revision	
Microsoft Operating Systems Skills Certificate of Achievement	New	<p>Motion to recommend: Keith Seconded: David CAC Committee Voted: Aye</p>

<p>EDUC 1L (Education Service Learning Lab)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Rachel CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Rachel Seconded: Bill CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/Co Req (EDUC 1): Keith Seconded: Laura CAC Committee Voted: Aye</p>
<p>ENGR 1A (Introduction to Engineering)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill Seconded: Keith CAC Committee Voted: Aye</p>
<p>ENGR 1B (Design and Prototyping)</p>	<p>DE Revision</p>	<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>
<p>ENSL 300 (Supervised Tutoring: ESL)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye</p>
<p>ENSL 400 (Supervised Tutoring: ESL)</p>	<p>DE Revision</p>	<p>Motion to recommend DE: Bill</p>

		<p>Seconded: Rachel CAC Committee Voted: Aye</p>
<p>ETNC 4 (Mexican-American Art in American Culture)</p>	<p>DE Revision</p> <p>In outcome 1, use “identify” rather than “recognize”.</p> <p>In outcome 4, use “analyze” rather than “recognize”.</p> <p>In outcome 6, “describe and assess.”</p>	<p>Motion to recommend: Keith Seconded: Rachel CAC Committee Voted: Aye</p> <p>Approved, pending revisions to outcomes language.</p> <p>Motion to recommend DE: Rachel Seconded: Bill CAC Committee Voted: Aye</p>
<p>ETNC 5 (African-American Arts and Music in American Culture)</p>	<p>DE Revision</p> <p>Update outcome 1 to “explain and contextualize”.</p> <p>Update outcome 5 to “describe and assess.”</p>	<p>Motion to recommend: Keith Seconded: Bill CAC Committee Voted: Aye</p> <p>Approved, pending revisions to outcomes language</p> <p>Motion to recommend DE: Bill Seconded: Keith CAC Committee Voted: Aye</p>
<p>ETNC 6 (Culture in American Film)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Rachel Seconded: Keith CAC Committee Voted: Aye</p>

<p>ETNC 10 (Introduction to Social Justice)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Laura CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Keith Seconded: Bill CAC Committee Voted: Aye</p>
<p>ETNC 22 (Asian Americans and Pacific Islanders in American Society)</p>	<p>DE Revision</p> <p>Update outcomes 2, 4, 5 to use "Describe and assess."</p>	<p>Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye</p>
<p>SOCI 22 (Asian Americans and Pacific Islanders in American Society)</p>	<p>DE Revision</p>	<p>Motion to recommend DE: Bill Seconded: Gamble CAC Committee Voted: Aye</p>
<p>FPTC 127C (S-248 Status Check-In Recorder)</p>	<p>New DE</p> <p>Materials fee needs to be more specific (dollar amount) and list the uses.</p>	<p>Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Rachel Seconded: Keith CAC Committee Voted: Aye</p>
<p>FPTC 127D (S-354 Facilities Unit Leader)</p>	<p>New DE</p> <p>Materials fee needs to be more specific (dollar amount) and list the uses.</p> <p>The first requisite needs to explain what is required by the National Wildfire Coordinating Group.</p>	<p>Tabled to allow time to clarify and/or revise the materials fee.</p>

FPTC 128A (C-110 Expanded Dispatch Recorder)	New DE	
FPTC 128B (C-262 Equipment Time Recorder)	New DE	
FPTC 415A (Field Training Program – Lecture)	New DE Considering renumbering to 415, to stay consistent with the existing naming convention. Repeatability needs to be fixed.	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye Approved, pending discussed changes. Motion to recommend DE: Keith Seconded: Bill CAC Committee Voted: Aye
FPTC 415B (Field Training Program – Lab)	New DE Considering renumbering to 415L, to stay consistent with the existing naming convention. Repeatability needs to be fixed. Revise Outcome 1 to begin ‘Accurately analyze.’	Motion to recommend Co Req (FPTC 415A & 415B): Rachel Seconded: Keith CAC Committee Voted: Aye
Field Training Program – Fire Fighter Trainee Certificate of Completion	New Revise Outcome 1 to begin ‘Accurately analyze.’	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye Approved, pending revision to outcome.

<p>MEDA 90 (Independent Study)</p>	<p>DE Revision</p> <p>Consider adding ENGL 1A as an advisory to meet standards. Move zoom meetings to “other” section on the DE form.</p>	<p>Motion to recommend: Keith Seconded: Bill CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill Seconded: Keith CAC Committee Voted: Aye</p>
<p>MEDA 110 (Medical Office Management)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Keith Seconded: Rachel CAC Committee Voted: Aye</p> <p>Motion to recommend Pre Req (CSIS 50 & 50L): Keith Seconded: Laura CAC Committee Voted: Aye</p>
<p>MEDA 116 (Medical Documentation and Transcription)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill Seconded: Keith CAC Committee Voted: Aye</p> <p>Motion to recommend Pre Req (MEDA 105, CSIS 50, CSIS 50L): Keith Seconded: Gamble CAC Committee Voted: Aye</p>

<p>MEDA 120 (Medical Assisting Clinical Techniques 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: Keith CAC Committee Voted: Aye</p> <p>Motion to recommend Co Req (MEDA 105): Rachel Seconded: Keith CAC Committee Voted: Aye</p>
<p>MEDA 121 (Medical Assisting Clinical Techniques II)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Gamble 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 (ANAT 5, MEDA 105, MEDA 120): Keith Seconded: Gamble CAC Committee Voted: Aye</p>
<p>MEDA 122 (Medical Assisting Clinical Techniques III)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Bill CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Keith Seconded: Rachel CAC Committee Voted: Aye</p>

		<p>Motion to recommend Pre/Co Req (MEDA 118, MEDA 121): Keith Seconded: Rachel CAC Committee Voted: Aye</p>
<p>MEDA 251 (Community Health Worker Level 1)</p>	<p>DE Revision</p> <p>Update outcome 1 to “use the skills necessary to build and maintain positive relationships...”</p> <p>Remove zoom meetings from “in person” and move to “other” section.</p>	<p>Motion to recommend: Keith Seconded: Laura CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Bill Seconded: Keith CAC Committee Voted: Aye</p>
<p>SIGN 1A (Elementary American Sign Language I)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Keith Seconded: Laura CAC Committee Voted: Aye</p>
<p>SIGN 1AL (Elementary ASL I Lab)</p>	<p>DE Revision</p>	<p>Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye</p> <p>Motion to recommend DE: Rachel Seconded: Bill CAC Committee Voted: Aye</p> <p>Motion to recommend Pre/Co Req (SIGN 1A): Keith Seconded: Gamble</p>

		CAC Committee Voted: Aye
SIGN 1B (Elementary American Sign Language II)	DE Revision	<p>Motion to recommend: Keith Seconded: Gamble 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 (SIGN 1A): Rachel Seconded: Laura CAC Committee Voted: Aye</p>
SIGN 1BL (Elementary ASL II Lab)	DE Revision	<p>Motion to recommend: Bill Seconded: Keith 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 (SIGN 1AL): Keith Seconded: Gamble CAC Committee Voted: Aye</p>
SIGN 1CL (ASL Lab)	<p>DE Revision</p> <p>The name of ASL lab (1CL & 1DL) needs to be updated as two courses shouldn't have the same name.</p>	<p>Tabled until the numbering and naming can be clarified with the originator.</p>

	Recommend revising title to “Intermediate ASL I Lab.”	
SIGN 1DL (ASL Lab)	DE Revision Recommend revising title to “Intermediate ASL II Lab.”	
SIGN 2A (Intermediate American Sign Language)	DE Revision	Motion to recommend: Keith Seconded: Gamble CAC Committee Voted: Aye Motion to recommend DE: Bill Seconded: Keith CAC Committee Voted: Aye Motion to recommend Pre/Co Req (SIGN 1B): Keith Seconded: Gamble CAC Committee Voted: Aye
GENT 1 (Prehistory and Earliest Civilizations [To 1200 B.C.]	DE Revision	GENT courses were tabled due to time and work needed on alignment between the credit and non credit versions of the courses.
GENT 401 (Prehistory and Earliest Civilizations [To 1200 B.C.]	DE Revision	400 level course descriptions must include verbiage that describes the course as for older adults.
GENT 2 (Foundations of the Classical World [1200-500 B.C.]	DE Revision	Align outcomes and objectives between the non credit and credit versions.

GENT 402 (Foundations of the Classical World [1200-500 B.C.]	DE Revision	<p>Explain and discuss may work best for the non credit course version outcomes.</p> <p>Non credit courses must still have some type of assessment (beyond “Class Participation”).</p>
GENT 3 (The Golden Age of Greece [500-300 B.C.]	DE Revision	
GENT 403 (The Golden Age of Greece [500-300 B.C.]	DE Revision	
GENT 5 (The Medieval World: Part I [400-1100])	DE Revision	
GENT 405 (The Medieval World: Part I [400-1100])	DE Revision	
GENT 6 (The Medieval World: Part II [1100-1350])	DE Revision	
GENT 406 (The Medieval World: Part II [1100-1350])	DE Revision	
GENT 7 (The Early Renaissance [1350-1520])	DE Revision	
GENT 407 (The Early Renaissance [1350-1520])	DE Revision	

GENT 8 (Late Renaissance and Reformation [1520-1600])	DE Revision	
GENT 408 (Late Renaissance and Reformation [1520-1600])	DE Revision	
GENT 9 (Foundations of the Modern World [1600-1690])	DE Revision	
GENT 409 (Foundations of the Modern World [1600-1690])	DE Revision	
GENT 10 (The Age of Reason [1690-1775])	DE Revision	
GENT 410 (The Age of Reason [1690-1775])	DE Revision	
GENT 11 (Reaction and Revolution [1775-1815])	DE Revision	
GENT 411 (Reaction and Revolution [1775-1815])	DE Revision	
GENT 12 (The Age of Progress [1815-1870])	DE Revision	
GENT 412 (The Age of Progress [1815-1870])	DE Revision	

GENT 13 (The End of Innocence [1870-1918])	DE Revision	
GENT 413 (The End of Innocence [1870-1918])	DE Revision	
GENT 14 (Between the Wars [1918-1945])	DE Revision	
GENT 414 (Between the Wars [1918-1945])	DE Revision	
GENT 15 (World War II to the Present [1945-Present])	DE Revision	
GENT 415 (World War II to the Present [1945-Present])	DE Revision	
GENT 21 (Medieval and Renaissance Europe [400-1520])	DE Revision	
GENT 22 (The Age of Revolution [1690-1870])	DE Revision	
GENT 23 (The Modern World [1870-Present])	DE Revision	
GENT 404 A (The Roman Republic and Rise of Empire [500 BCE 14 CE])	DE Revision	

WRLD 4A (The Roman Republic and Rise of Empire [500 BCE – 14 CE])	DE Revision	
WRLD 4B (The Roman Empire [14 – 600 CE])	DE Revision	
WRLD 404B (The Roman Empire [14 – 600 CE])	DE Revision	
WRLD 20 (The Classical World [1200 BCE – 14 CE])	DE Revision	

Discussion Agenda

n/a
