

**Curriculum Advisory Committee
Meeting minutes**

DATE: November 07, 2018 LOCATION: BMC 206 @ 3:30 pm – 5:00 pm

Attendees:

X	Richard Abend, ESL → voting member	X	Laura Loop, Nursing → voting member
X	Judy Cutting, Dean of Instruction - CTE	X	Gamble Madsen, Chairperson/Creative Arts → voting member
X	Keith Eubanks – Humanities → voting member	X	Laura Patterson, CurricUNET Specialist
X	Fred Hochstaedter, Academic Senate → voting member	X	Beth Penney, Basic Skills→ voting member
X	He Seon Ihn, Articulation Officer → voting member	X	David Seagal, Business and Technology/CSIS → voting member
X	Mashal Imtiaz → voting member	X	Rachel Whitworth, Social Sciences
X	Lynn Iwamoto, Physical Sciences → voting member		Cathryn Wilkinson, Dean of Instruction – Liberal Arts
X	LaRon Johnson, Counseling/Student Services → voting member	X	Vincent Van Joolen, Dean of Instruction - STEM
	Kiran Kamath, Vice President of Academic Affairs		Vacant, Library
X	Kim Kingswold, Curriculum/Catalog Technician		Vacant, Life Science
X	Jon Knolle, Dean of Instruction – Library, Learning Resources, & Online Ed		Vacant, Physical Education

Meeting Chaired by: Gamble Madsen

Notes Submitted by: Laura Patterson

Agenda Item		Action
Call to Order	Time: 3:36 pm – 5:50 pm	
Announcements	GER meeting is scheduled for 11/14/2018	
Visitors	Heather Craig – Anatomy ; Vanessa Lord - Nutrition, Luke Spence - Physical Sciences	
Approval of November 07, 2018 Agenda	Corrections noted: add PHIL 10 DE revision; remove HORT 53 until comments are addressed in approval process at Tech Review	Motion to approve: Fred Seconded: Laura L CAC Committee Voted: Aye

Consent Agenda		
<p><i>Non-substantial changes (effective Fall 2019)</i></p> <ol style="list-style-type: none"> ENGL 5: Introduction to Great Books (revision approved 1/31/18): addition of a “representative reading list” is required per UC TCA guidelines, to retain transferability and IGETC approval. COR of Active course updated 10/29/18. ANAT 5 title change necessitates non-substantial revisions to the following programs (update course blocks; active CORs to be revised to reflect course title change, explanation entered into course history field on Codes page): <ul style="list-style-type: none"> Fitness Instructor CA + AS General Studies: Natural Science Emphasis AA Massage Therapist CT, CA, + AS Medical Assisting CA + AS Medical Insurance Coding CA + AS Medical Office Admin CA + AS Medical Office Procedures CA + AS Physical Ed Aide AS <p>⇒ Add a note to the active programs history textbox to reflect this information</p> <p>Deletions (effective Fall 2019)</p> <ul style="list-style-type: none"> ANTH 21/ETNC 21 ORNH 72 INTD 55 Oceanography AA (Transfer Preparation) 		<p>Motion to approve: Fred Seconded: Lynn CAC Committee Voted: Aye</p>
Action Agenda		
<p>ADMJ 2 (DE Revision)</p>	<p>Introduction to Administration of Justice is being revised to update the descriptions, objectives, requisites/advisories, lecture content, class assignments, textbook, and methods of evaluation, and to add a distance education as method of instruction</p>	<p>Motion to approve: Richard Seconded: Gamble CAC Committee Voted: Aye</p> <p>Motion to approve DE component: Rachel Seconded: Richard CAC Committee Voted: Aye</p>

<p>ANAT 5 (DE Revision)</p>	<p>Human Biology is being revised to update the title, descriptions, objectives, prerequisites\advisories, lecture content, class assignments, and textbooks</p>	<p>Motion to approve: Lynn Seconded: Gamble CAC Committee Voted: Aye Opposed: Laura L Fred</p> <p>Motion to approve DE component: Richard Seconded: Lynn CAC Committee Voted: Aye</p>
<p>ANAT 70 (Revision)</p>	<p>Anatomical Preparations is being revised to update the descriptions, objectives, prerequisites\advisories, lab content, class assignments, textbooks, and methods of evaluation</p>	<p>Motion to approve: Fred Seconded: Lynn CAC Committee Voted: Aye</p> <p>Motion to approve prerequisites: Rachel Seconded: Gamble CAC Committee Voted: Aye</p>
<p>ARTB 10 (New)</p>	<p>Survey of the Arts is a new course that being created for students who are not interested in the arts, and to function as part of a comprehensive teacher education program. It satisfies an arts component in this teacher training pathway, and will articulate to other institutions</p>	<p>Motion to approve: Lynn Seconded: Rachel CAC Committee Voted: Aye</p>
<p>BIOL 25 (DE Revision)</p>	<p>Applied Microbiology Lecture is being revised to update the descriptions, objectives, prerequisites/advisories, lecture content, class assignments, textbook, and methods of evaluation, and to add a distance education as method of instruction</p>	<p>Motion to approve: Richard Seconded: Lynn CAC Committee Voted: Aye</p> <p>Motion to approve DE component: Rachel Seconded: Gamble CAC Committee Voted: Aye</p> <p>Motion to approve</p>

		prerequisites: Richard Seconded: Gamble CAC Committee Voted: Aye
BIOL 30 (revision)	Introduction to Genetics is being revised to update the requisites/advisories, class assignments, textbook, and methods of evaluation, and to add a distance education as method of instruction	Motion to approve: Lynn Seconded: Rachel CAC Committee Voted: Aye
EDUC 1 (DE Revision)	Introduction to Teaching and Education is being revised to update the title, descriptions, lectured scheduled, objectives, requisites/advisories, lecture and lab content, class assignments, and methods of instruction, and to add the course to AA-T degree Note: Class assignments need more details	Motion to approve pending changes requested: Lynn Seconded: Gamble CAC Committee Voted: Aye Motion to approve DE component: Rachel Seconded: LaRon CAC Committee Voted: Aye
EDUC 1L (New DE)	Education Service Learning Lab is a new distance education course that is being created to allow for Service Learning in Education, which is required by some transfer institutions. It also allows students to explore the profession of teaching. CSU C-ID 200 requires 45 hours of service. Note: Objectives need to be added based on CI-D descriptor	Motion to approve pending changes requested: Lynn Seconded: Gamble CAC Committee Voted: Aye Motion to approve DE component: Rachel Seconded: LaRon CAC Committee Voted: Aye Motion to approve pre\co requisite: Lynn Seconded: LaRon CAC Committee Voted: Aye
EDUC 2	Critical Thinking and Public Education is a new distance education course.	Motion to approve: LaRon

(New DE)	Kendra Cabrera reason for proposing this course is “Schools are sites of both social justice and social inequality. This course will be a critical addition to the new AA-T in Education. It will also serve as a site for interrogation and fostering critical perspective for students interested in teaching. There are similar lower division courses at CSU Long Beach (LST 111) or CSU Monterey Bay (LS 277S) and UC Riverside (EDUC 109) or UC Santa Cruz (EDUC 60). It is also the intention to make this course available online via MPC distance education.”	<p>Seconded: Lynn CAC Committee Voted: Aye</p> <p>Motion to approve DE component: Rachel Seconded: Laura L CAC Committee Voted: Aye</p> <p>Motion to approve prerequisites: Laura L Seconded: Gamble CAC Committee Voted: Aye</p>
ENGL 1A (DE Revision)	College Composition is being revised to update the descriptions, requisites/ advisories, lecture content, class assignments, textbooks, supplemental material, and methods of evaluation	<p>Motion to approve: Fred Seconded: Rachel CAC Committee Voted: Aye</p> <p>Motion to approve DE component: Fred Seconded: Rachel CAC Committee Voted: Aye</p> <p>Motion to approve prerequisites: Lynn Seconded: Gamble CAC Committee Voted: Aye</p>
GEOG 5 (Reinstatement /Revision)	World Regional Geography is being revised/reinstated to update the descriptions, requisites/advisories, lecture content, class assignments, textbooks, methods of evaluation, to remove general education components, and to make the course available to students seeing an EDUC degree or k-12 teaching	<p>Motion to approve reinstatement: Fred Seconded: Lynn CAC Committee Voted: Aye</p> <p>Motion to approve revision: Rachel Seconded: Lynn CAC Committee Voted: Aye</p>
GEOL 12	Earth Ocean Climate: Introduction to Earth Science is a new distance education	Motion to approve: Rachel

(New DE)	course that is being created for students pursuing the new Elementary Teacher Education AA-T program	Seconded: Lynn CAC Committee Voted: Aye Motion to approve DE component: Laura L Seconded: Gamble CAC Committee Voted: Aye
GEOL 12L (new)	Earth Ocean Climate: Introduction to Earth Science Lab is a new course that is being created for students pursuing the new Elementary Teacher Education AA-T program	Motion to approve: Rachel Seconded: Lynn CAC Committee Voted: Aye
HORT 53 (new)	Soil Science and Management is a new course that is being created to be part of an new HORT AS-T degree	Proposal removed from agenda. See note above
HOSP 61 (DE Revision)	Professional Meeting Planning is being revised to update the title, descriptions, requisites/advisories, class assignments, textbook, supplemental material, and methods of evaluation, and to add a distance education as method of instruction	Motion to approve: Lynn Seconded: Rachel CAC Committee Voted: Aye
HOSP 63 (DE Revision)	Hospitality Supervision is being revised to update the descriptions, requisites/advisories, lecture content, class assignments, textbook, supplemental material, and methods of evaluation, and to add a distance education as method of instruction	Motion to approve DE component: Laura L Seconded: Rachel
HOSP 66 (DE Revision)	Practices in Hospitality is being revised to update the objectives, requisites/advisories, lecture content, class assignments, textbook, supplemental material, and methods of evaluation, and to add a distance education as method of instruction	Seconded: CAC Committee Voted: Aye
LING 50 (DE Revision)	Introduction to American Dialects is being revised to update the title, descriptions, objectives, lecture content, class assignments, textbooks, methods of evaluation, methods of instruction, and to add programs as an elective	Motion to approve: Rachel Seconded: Fred CAC Committee Voted: Aye Motion to approve DE component: Richard Seconded: Lynn CAC Committee Voted: Aye

MATH 10 (revision)	Mathematics for General Education is being revised to update the requisites/ advisories, and class assignments	Motion to approve: Fred Seconded: Richard CAC Committee Voted: Aye Motion to approve prerequisites: Richard Seconded: Gamble CAC Committee Voted: Aye
MATH 12 (Reinstatement /Revision)	Number Systems is being revised/reinstated to update transferability status, requisites/advisories, class assignments, textbooks, and methods of evaluation	Motion to approve reinstatement: Lynn Seconded: Rachel CAC Committee Voted: Aye Motion to approve revision: Keith Seconded: Lynn CAC Committee Voted: Aye Motion to approve prerequisites: Rachel Seconded: Lyn CAC Committee Voted: Aye
MATH 16 (DE Revision)	Elementary Statistics is being revised to update the requisites/ advisories, class assignments, and textbook	Motion to approve: Fred Seconded: Richard CAC Committee Voted: Aye
MATH 17 (DE Revision)	Finite Math is being revised to update the requisites/ advisories, class assignments, and textbook	Motion to approve DE component: Richard
MATH 18 (DE Revision)	Calculus and Analytic Geometry for Biology/Social Science/Business is being revised to update the requisites/advisories, and class assignments	Seconded: Rachel CAC Committee Voted: Aye
MATH 20A	Calculus with Analytic Geometry I is being revised to update the requisites/	Motion to approve: Fred

(revision)	advisories, class assignments, and methods of evaluation	Seconded: Richard CAC Committee Voted: Aye
MATH 20B (revision)	Calculus with Analytic Geometry II is being revised to update the requisites/ advisories, and class assignments	
MATH 20C (revision)	Calculus with Analytic Geometry III is being revised to update the requisites/ advisories, and class assignments	
MATH 263 (DE Revision)	Intermediate Algebra and Coordinate Geometry is being revised to update the requisites/advisories, class assignments, and textbook	Motion to approve: Fred Seconded: Richard CAC Committee Voted: Aye Motion to approve DE component: Richard Seconded: Rachel
MATH 40 (revision)	Discrete Mathematics is being revised to update the objectives, requisites/ advisories, lecture content, class assignments, textbook, and methods of evaluation	Motion to approve: Fred Seconded: Laura L CAC Committee Voted: Aye Motion to approve prerequisites: Fred Seconded: Rachel CAC Committee Voted: Aye
NUTF 2 (DE Revision)	Introduction to Careers in Nutrition, Dietetics, and Food is being revised to update the title, requisite/advisories, class assignments, textbooks, and add to a program	Motion to approve: Rachel Seconded: Laura L CAC Committee Voted: Aye Motion to approve DE component: Lynn Seconded: Gamble CAC Committee Voted: Aye
PERS 59	Study Skills for Success is a new distance education course that is being created	Motion to approve: Lynn

(New DE)	because there is a need for a course that only focuses on study skills that will help course completion as the result of Guided Pathways, AB705 and Dual Enrollment	Seconded: Richard CAC Committee Voted: Aye Motion to approve DE component: Richard Seconded: Laura L CAC Committee Voted: Aye
PHIL 10 (revision)	Introduction to Critical Thinking is being revised to pursue IGETC	Motion to approve: Lynn Seconded: Richard CAC Committee Voted: Aye Motion to approve prerequisite: Rachel Seconded: Gamble CAC Committee Voted: Aye Motion to approve DE component at next CAC meeting: convert to DE revision in CurricUNET
PHYS 2A (revision)	General Physics I is being revised to update the requisites/advisories, class assignments, and textbooks	Motion to approved pending more detailed class assignments: Lynn Seconded: Rachel CAC Committee Voted: Aye
PHYS 3A (revision)	Science and Engineering Physics I is being revised to update the objectives, requisites/advisories, and textbooks	Motion to approved pending more detailed class

		assignments and updated textbooks: Rachel Seconded: Lynn CAC Committee Voted: Aye
PHYS 3B (revision)	Science and Engineering Physics II is being revised to update the description, objectives, requisites/advisories, class assignments, textbooks, methods of evaluation	
PHYS 3C (revision)	Science and Engineering Physics III is being revised to update the description, objectives, requisites/advisories, class assignments, textbooks, methods of evaluation	Motion to approve prerequisites: Fred Seconded: Rachel CAC Committee Voted: Aye
PHYS 12 (new)	Integrated Physics and Chemistry is a new course that is being created to support students majoring in education. I fulfills the necessary science course for the CSET teacher exam Aligns with CI-D	Motion to approve: LaRon Seconded: Rachel CAC Committee Voted: Aye Motion to approve prerequisites: Lynn Seconded: Gamble CAC Committee Voted: Aye
PSYC 19 (DE Revision)	Introduction to Statistics for the Social Sciences is being revised to update the descriptions, objectives, requisites\advisories, lecture and lab content, and textbooks, and to add a distance education component as a method of instruction; revised for CI-D	Motion to approve: Keith Seconded: Lynn CAC Committee Voted: Aye Motion to approve DE component: Lynn Seconded: Gamble CAC Committee Voted: Aye
SOCI 19 (DE Revision)	Introduction to Statistics for the Social Sciences is being revised to update the descriptions, objectives, requisites\advisories, lecture and lab content, and textbooks, and to add a distance education component as a method of instruction; revised for CI-D	Motion to approve prerequisites: Lynn Seconded: Gamble
Anthropology AA-T is being revised to update the description and the course blocks		Motion to approve: Fred Seconded: Rachel

	CAC Committee Voted: Aye
Global Studies AA-T is a new program is being created to allow for social science majors to transfer to CSUMB	Motion to approve pending change in discipline from INTL to GLST: Fred Seconded: Keith CAC Committee Voted: Aye
Discussion Agenda – due to time constraints the discussion agenda items will be brought back to another CAC meeting	
<ul style="list-style-type: none"> – ‘Endorsement’ of all GE patterns as options for degrees – GER meeting; second session in November? 	
Next meeting: November 14, 2018 Location: BMC 206	