

Curriculum Advisory Committee Agenda

**February 26, 2014
3:00 PM-5:00 PM
Room BMC-207**

I. Call to Order

II. Announcements

III. Comments from Visitors

Note to Audience: Anyone wishing to address the Curriculum Advisory Committee on matters within the jurisdiction of the Committee may do so now. Please state the matter on which you wish to speak. Matters not appearing on the Agenda will not receive action at this meeting, but may be referred to staff for consideration at a future meeting. Presentations will be limited to three minutes, or as established by the Committee. Persons are not required to give their name or address, but it is helpful for a person to state their name in order that the Committee and others present may identify the speaker.

IV. Approval of February 19, 2014 minutes

V. Discussion Agenda

- Counseling concerns about mid-year changes to courses & programs

VI. Consent Agenda

- Medical Assisting Certificate of Achievement (CTE); Medical Assisting Associate in Science (CTE); Medical Insurance and Coding Specialist Certificate of Achievement (CTE); Medical Insurance and Coding Specialist Associate in Science (CTE); Medical Office Administration Certificate of Achievement (CTE)
- Deletion of HIST, 55; PHOT 3, 60 and AVIA 101, 102, 103 effective Fall 2014

VII. Action Agenda

COURSES AND PROGRAMS		C	D	S
LETP 250 Arrest and Control/Driving (PSP)	Revision			
BUSC 126A Google Drive—Collaborative Business Applications	New			
BUSC 140 Microsoft Word 2013: Word for Windows I	DE Revision			
BUSC 141 Microsoft Word 2013: Word for Windows II	DE Revision			
BUSC 142 Microsoft Word 2013: Word for Windows III	DE Revision			
BUSC 143 Microsoft Word 2013: Advanced Word for Windows	DE Revision			
BUSC 151 Microsoft Excel 2013: Introduction to Spreadsheets II	DE Revision			
BUSC 160 Microsoft PowerPoint: Introduction to Presentation Management	DE Revision			
PERS 10 Orientation to College	DE Revision			
CSIS 172 Managing and Maintaining Windows Server	Revision			
CSIS 174 Manage/Maintain Advanced Window Server Services	Revision			
FASH 63 Tailoring	Revision			
FASH 70 Garment Construction II	New			
FASH 73 Contemporary Tailoring	Revision			
FASH 75 Sewing Specialty Fabrics	Revision			