

Curriculum Advisory Committee Meeting Notes

DATE: Sept. 18, 2013		LOCATION: BMC-207	
✓	Richard Abend, ESL		Laura Mock, CurricUNET Specialist
✓	Bill Easton, Library	✓	Beth Penney, Humanities
	Sunshine Giesler, Chairperson		Tom Rebold, Business and Technology
✓	Michael Gilmartin, Administration		Vacant, Academic Senate
✓	Elizabeth Harrington, Articulation Officer		Vacant, Creative Arts
✓	He Seon Ihn, Curriculum/Scheduling/Catalog Technician		Vacant, Life Science
✓	Lynn Iwamoto, Physical Science		Vacant, Physical Education
✓	LaRon Johnson, Student Services		Vacant, Student Representative
✓	Laura Loop, Nursing		

Meeting Chaired by: Michael Gilmartin

Notes Submitted by: Elizabeth Harrington

Guest: Jon Knolle, Distance Education Committee Co-Chair

Agenda Item	Discussion / Comments	Action
Announcements	No announcements.	No announcements.
Comments from Visitors	No visitors' comments.	No visitors' comments.
Approval of Minutes: 9/11/13	No corrections noted.	Motion to approve: Richard Seconded: Bill Motion Approved
Discussion Agenda Theatre courses	Under Michael's leadership, the committee reviewed the Theatre Production courses and placed them in categories based on production content. Production categories were identified as: Comedy, Musical, Drama, Experimental, Classical, and Contemporary. Four courses were identified as appropriate for each of these categories. Michael will bring this model to the department for further discussion.	Discussion will continue.

Consent Agenda	Approval of the Consent Agenda item “Delete SIGN 2L” is postponed pending clarification.	Postponed
SIGN 1L	SIGN 1L (<i>Elementary ASL I Lab</i>), a stand-alone course, is a new course which is being added to the curriculum to provide currently enrolled SIGN 1A students additional practice time, and to provide the opportunity for practice to maintain signing skills prior to enrolling in another ASL class. The committee suggested that this course might be better numbered as SIGN 1AL. This suggestion is made for consistency and in anticipation of additional ASL course practice labs such as SIGN 1BL, SIGN 2AL, etc. No corrections noted.	Motion to approve pending change in numbering: Elizabeth Seconded: Laura L. <u>Motion approved</u> Motion to approve as a Stand-Alone course: Bill Seconded: Beth Motion approved.
SIGN 15	SIGN 15 (<i>Sign Language Myths and Realities</i>), a stand-alone course, is a new course which is being added to the curriculum to provide an introduction to ASL and Deaf Culture prior to enrollment in SIGN 1A. Students who take SIGN 1A after taking this course will be better prepared and, therefore, more likely to succeed. The committee suggested that this be added as a Course Advisory to SIGN 1A. Corrections noted: Catalog Description , delete “It may be taken by students who are considering taking SIGN 1A or by anyone who is curious about ASL.” Schedule Description , delete “May be taken by students who are considering taking SIGN 1A or by anyone who is curious about ASL.” Transferability , Transfers to CSU, replace “No” with “Yes”.	Motion to approve with corrections: Richard Seconded: Lynn <u>Motion approved</u> Motion to approve as a Stand-Alone course: Bill Seconded: Lynn Motion approved.
SIGN 10	SIGN 10 (<i>Structure and Culture of American Sign Language</i>) is being added to the curriculum to provide an introduction to the linguistics of ASL and to Deaf culture. It will be offered as a Distance Education course and would likely attract students from outside the area. This is a stand-alone course. Correction noted: Catalog Description , add “Also offered online.”	Motion to approve with correction: LaRon Seconded: Richard <u>Motion approved</u> Motion to approve as a Distance Education course: Bill Seconded: Lynn

<p>SIGN 10 (continued)</p>		<p><u>Motion approved</u> Motion to approve as a Stand-Alone course: Laura L. Seconded: Bill</p> <p>Motion approved.</p>
<p>FIRE 110</p>	<p>FIRE 110 (<i>Fire Command 1A: Command Principles for Company Officers</i>) is being revised for conformance with current state Fire Training requirements.</p> <p>Corrections noted: Lecture Content, delete Items 11, 12, 13, 14, 15, and 16. Methods of Evaluation, add “Quizzes, Projects, Simulations, Class Participation, Homework”.</p>	<p>Motion to approve with corrections: Beth Seconded: LaRon</p> <p>Motion approved.</p>
<p>FIRE 111</p>	<p>FIRE 111 (<i>Fire Command 1B: Haz Mat Command for Company Officers</i>) is being revised to change units and hours. A question was raised regarding whether it is correct for “Weekly quizzes” be listed as out-of-class assignments.</p> <p>Corrections noted: Lecture Content, Item #14, delete “and certification examination”. Out-of-Class Assignments, delete “Weekly quizzes” if necessary. Methods of Evaluation, add “Exams/Tests, Projects, Field Trips, Simulation, Class Participation, Journals, Assignments”.</p>	<p>Motion to approve with corrections: Laura L. Seconded: Beth</p> <p>Motion approved.</p>
<p>FIRE 112</p>	<p>FIRE 112 (<i>Management 1: Management for Company Officers</i>) is being revised to change units and hours. A question was raised regarding whether it is correct for “Weekly quizzes” be listed as out-of-class assignments. Michael will check with the department to confirm that “Affirmative Action guidelines” is the proper terminology to use for Lecture Content Item #7.</p> <p>Corrections noted: Lecture Content, Item #7, delete “Stress – recognition and management” and add it as Lecture Content Item #8; and, revise “Affirmative Action guidelines” terminology if necessary. Out-of-class Assignments, delete Items #1, #2, and #3.</p>	<p>Motion to approve with corrections: Bill Seconded: Lynn</p> <p>Motion approved.</p>

FIRE 119	FIRE 119 (<i>Incident Command System 300/400</i>) is being revised to change units and hours. No corrections noted.	Motion to approve: Laura L Seconded: Beth Motion approved.								
FIRE 120	FIRE 120 (<i>Fire Prevention IC: Flammable Liquids and Gases</i>) is being revised to change units and hours. A question was raised regarding whether it is correct for “Weekly quizzes” be listed as out-of-class assignments. Corrections noted: Lecture Content , Item #14, delete “and certification examination”. Out-of-class Assignments , delete Items #1, #2, and #3. Methods of Evaluation , add “Exams/Tests, Quizzes, Projects, Field Trips, Class Participation, Homework”.	Motion to approve with corrections: Richard Seconded: Laura L. <u>Motion approved</u> <hr/> Motion to approve as a Stand-Alone course: Bill Seconded: Richard Motion approved.								
Other Agenda Items	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center;">FIRE 121</td> <td style="text-align: center;">FIRE 127</td> <td style="text-align: center;">ARTC 2B</td> <td style="text-align: center;">AUTO 162</td> </tr> <tr> <td style="text-align: center;">FIRE 122</td> <td style="text-align: center;">ARTC 1B</td> <td style="text-align: center;">AUTO 161</td> <td></td> </tr> </table>	FIRE 121	FIRE 127	ARTC 2B	AUTO 162	FIRE 122	ARTC 1B	AUTO 161		Due to time constraints, consideration of these Agenda Items is postponed.
FIRE 121	FIRE 127	ARTC 2B	AUTO 162							
FIRE 122	ARTC 1B	AUTO 161								
Next meeting: 3:00 p.m., Sept. 25, 2013, BMC-207										